Application Report

Applicant Organization: Frank D. Lanterman Regional Center

Project Name: Increase Workforce Capacity for Respite and PAS services

Application ID: App-22-697

Funding Announcement: FY 22-23 Service Access and Equity Grant

Awarded Amount: $125,000

Project Summary: Project will increase workforce capacity for respite and Personal assistance services in threshold languages.

Authorized Certifying Official: Melinda Sullivan msullivan@lanterman.org 213252400

Project Director/Manager: Rose Chacana rchacana@lanterman.org 2132524980

Section Name: Applicant Eligibility

Sub Section Name: Applicant Information

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1. Applicant Question: Project Title

What is the Project Title?

Applicant Response:

Increase workforce capacity for Respite and Personal Assistance Services (PAS)

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2. Applicant Question: Awarded Amount

What is the total amount awarded for the project?

Applicant Response:

$125,000

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3. Applicant Question: Organization Type

Choose the response that best describes your organization.

Applicant Response:

Regional Center (RC)

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4. Applicant Question: Description of Organization/Group

Provide a brief description of the organization or group. Explain what experience your organization has managing a project similar to the proposal and state the outcomes of that project. You may upload your brochure or add a website link.

Applicant Response:

Frank D. Lanterman Regional Center is 1 of 21 regional centers that serves individuals with or at risk for intellectual/developmental disabilities. Lanterman serves over 11,400 clients who reside in the areas of Central Los Angeles,

vendors for respite services and 15 vendors for Personal Assistance services of which the majority do not have language capacity for the needs of the Lanterman community. While a good number of providers report having English and Spanish speaking staff our experience with families shows this is still insufficient to meet the needs of the community. Some providers report having

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5. Applicant Question: Applicant in Good Standing

Is the applicant in good standing with the California Secretary of State, California Franchise Tax Board, and California Department of Tax and Fee Administration? Please upload confirmation letter(s) or proof of good standing.

Applicant Response:

Yes

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6. Applicant Question: Subcontractors in Good Standing

Are the applicant's subcontractors in good standing with the California Secretary of State, California Franchise Tax Board, and California Department of Tax and Fee Administration?

Applicant Response:

Yes

Section Name: Grant Reapplication Information

Sub Section Name: Grant Reapplications Only

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1. Applicant Question: Previous Award(s)

Did your organization receive DDS grant funding in fiscal year 2020-21 or 2021-22? If yes, go to question 2 to complete each column. If no, skip this category and go to category 3.

Applicant Response:

No

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2. Applicant Question: Previous Grant Award(s)

Since fiscal year 2020, complete a row for each DDS Service Access and Equity grant your organization was awarded funding.

Applicant Response:

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3. Applicant Question: Previous Grant Outcomes

Provide a brief grant summary of your project outcomes for fiscal year 2020-21 and/or 2021-22.

Applicant Response:

Not Applicable

Applicant Comment:
Not Applicable

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4. Applicant Question: Project Transition

If awarded, how will your current project(s) transition into the 2022-23 proposed project? Does your proposed project expand or continue your current project, if so how? What activities, measures, or target groups are being added? Provide a summary of the differences and reasons why you are proposing the change.

Applicant Response:

Not Applicable

Applicant Comment:
Not Applicable

Section Name: General Application
Sub Section Name: Proposal Summary

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1. Applicant Question: Project Type

Choose the project type that best describes your activities from the list below:

Applicant Response:

Workforce Capacity and Development

Applicant Comment:

Frank D Lanterman Regional Center (FDLRC) is asking for one time funding to create capacity in order to continue providing ongoing services. The one-time funding will seek to increase capacity from Respite and Personal Assistance (PAS) providers to

Spanish, Armenian, and Korean speaking respite and personal assistance workers who can provide services during times that are convenient for families.

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2. Applicant Question: Duration of project

Choose the duration of your project.

Applicant Response:

12 months

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3. Applicant Question: Regional Centers

Choose the Regional Center(s) that your project will serve. Check all that apply. If you are proposing a statewide project, select the All Regional Centers/Statewide option.

Applicant Response:

- Frank D. Lanterman Regional Center

4. Applicant Question: Counties Served

List the county or counties your project proposes to serve. Check all that apply. If you are proposing a statewide project, the select All Counties / Statewide option.

Applicant Response:

- Los Angeles County

5. Applicant Question: Community Based Organizations

Will you be working with one or more Community Based Organizations? If so, provide the name of the organization and how you will be working together.

Applicant Response:

None

6. Applicant Question: Multiple Organizations

Does your project include partnership with one or more organizations either as a co-applicant or subcontractor? If "yes", please upload a letter of support from each organization, that includes an explanation of their role in the partnership.

Applicant Response:

No

7. Applicant Question: Strategies and Sustainability

How will your project continue its work after the grant funding has concluded?

Applicant Response:

The one-time funding will create capacity in order to continue providing ongoing respite and personal assistant services.

Sub Section Name: Target Population

1. Applicant Question: Ethnicity Groups Served

Select the ethnicity group(s) the project will serve. For "Indian", "Pacific Islander", "Slavic" or "Other" use comment section to list specific groups.

Applicant Response:

- African American
- Chinese
- Filipino
- Hispanic
- Korean

2. Applicant Question: Ethnicity Group(s), Language(s) and Number of Individuals Served

For each ethnicity group, provide the number of individuals your project intends to serve and the related language(s).

Applicant Response:

Ethnicity Group(s)	Individuals Served	Language(s)
Hispanic	50	Spanish
African American	25	English
Korean	25	Korean
Chinese	25	Cantonese
Filipino	25	Tagalog
Armenian	25	Armenian

3. Applicant Question: Age Group(s) Served

Select all Age Groups the project will serve.

Applicant Response:

- Three to Five
- Three to 21
- 16 to 21
- 22 and older

Section Name: Project Application
Sub Section Name: Project Application

1. Applicant Question: Project Summary and Organizational Experience

Provide a clear and concise project summary that includes a defined target population, catchment area, and project

design. Specifically describe what your project will accomplish and how it will benefit the community served. In your answer, include what experience your organization has working with the target population and how your organization will work with the local RC(s).

Applicant Response:

Frank D Lanterman Regional Center is seeking to increase capacity from respite and PAS providers to recruit language- specified qualified staff to meet the language and scheduling needs of FDLRC families. There is a need for Spanish, Armenian, and Korean speaking respite and personal assistance workers who can provide services during times that are convenient for families. In 2020-21, there was a significant increase in expenditures authorized for respite from prior years. Respite was authorized to 200 more families in 2020-21. However, the services were authorized but not utilized by clients due to a lack of language proficient staff to provide the service in the language preferred by families and/or at the times requested by families. Very few families

speaks their language. Very few families are able to use family members as respite or PAS workers due to immigration status or the impact on benefits for family members.

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2. Applicant Question: Data and Community Input

Explain why you have selected your priority population(s) using RC POS data and other data as supporting evidence of the disparity or inequity. Include how your organization used input from the community, target population, and RC to design the proposal.

Applicant Response:

Respite was authorized to 200 more families in 2020-21. However, the services were authorized but not utilized by clients due to a lack of language proficient staff to provide the service in the language preferred by families and/or at the times requested by families. Currently, 4509 individuals are receiving respite and PAS. Of these, 2446 English and 1626 Spanish. However, only a few are provided for non-English speaking clients in other languages such as: 204 Armenian; 138 Korean; 15 Tagalog; 17 Chinese; 4 Vietnamese; 3 ASL.

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3. Applicant Question: Uniqueness

How is the proposed project unique from a currently funded grant (e.g., strategies, activities, and goals) in the proposed RC catchment area? If the project is similar to a currently funded grant listed on the Department's website, how is the proposed project different?

Applicant Response:

Currently, the proposed project is the only and unique workforce capacity project in Lanterman's catchment area.

Lanterman had a similar project for EI services out of CPP funding (FY 2021-22).

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4. Applicant Question: Improve Equity and Service Access

How will your project measurably improve equity, access, and reduce barriers to services for individuals with intellectual and developmental disabilities and their families?

Applicant Response:

By increasing workforce capacity, families will be able to access respite services and PAS more readily particularly beneficial will be the ability to receive the service in the family's language. By reducing barriers, there will be an increase in the utilization of authorized services. Access to services will improve.

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5. Applicant Question: Support of RC Plan

Does the project support the RC plan to promote equity and reduce disparities in their catchment? If you are a RC, how does this project support your recommendations and plan to promote equity and reduce your identified disparities? How will your project collaborate with other organizations to promote community inclusion?

Applicant Response:

The barrier impacting the under-utilization of authorized services is the lack of language capacity. It is expected that, by increasing availability of language capacity of respite and PAS workers the families will utilize the service. Providers will be better able to meet the family's needs.

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6. Applicant Question: Project Activities and Measures

Note: Before answering this question, applicants must complete the Activities Template located in the middle tab directly above.

The schedule of activities clearly and specifically demonstrates the steps that the project will take to achieve its stated objective and measures. Do the proposed measures appropriately track the project objective and activities, provide insight into the effectiveness of project, and demonstrate impact on the target population?

Applicant Response:

January thru June 2023

1. FDLRC will develop and post RFP on website, email blast, and Facebook
2. Based on RFP's received, candidates will be select for interviews.
3. Based on interviews, final candidates will be selected and contracts will be developed
4. Contractor shall be paid upon proof that the following milestones have been completed: (a) $10,000 for a fully executed agreement (b) $5,000 upon receipt and approval of a plan of action (c) $5,000 upon proof that a respite and/or PAS worker has been hired with language proficiency in either Armenian, Korean or other threshold language.

July Thru December 2023

1. FLDRC staff will be informed of language capacity increase among chosen service providers
2. Data collection will be conducted to monitor increase usage of respite and PAS

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7. Applicant Question: Budget Template and Narrative

Note: Before answering this question, applicants must complete the Budget Template located in the tab directly above.

The project budget is consistent with the stated project objective and activities, and clearly and concisely explains how the proposed expenditures support the overall project design and outcomes. The project budget costs are clearly associated with the activities and does not include non-allowable costs or costs funded by other sources.

- Budget Template example is located at Attachment C.

- Budget Details and Restrictions are available here.

Applicant Response:

January to March 2023- RFP will be posted on Lanterman website and sent to all respite/PAS providers via email bulletin and announcements shared at Service Provider Advisory Committee. Interested providers will complete proposal in accordance with the submission instructions. FDLRC will select five (5) Respite and/or PAS providers. The applicants will be selected and may receive funds of up to $25,000 according to milestones.

Applicants must be able to provide relevant licenses, certifications and/or credentials as required by the State of California. Applicants must be able to meet the language needs.

The contract term for the selected applicants will be scheduled to begin on or about July 1, 2023. Funds for the project will be dispersed incrementally, according to the completion of milestones set forth in the contract agreement.

Section Name: Proposal Certification

Sub Section Name: Certification

1. Applicant Question: Confirm Proposal Discussion with RC(s)

CBOs are required to discuss their proposal with each RC(s) the CBO is intending to serve. If you are a CBO, have you discussed your proposal with each RC you are intending to serve?

Applicant Response:

No

2. Applicant Question: RC Contact

CBOs are required to submit their application concurrently to the Department and to each RC(s) catchment the CBO is intending to serve. If you are a CBO, state the name(s) of the contact person(s) at each RC you have emailed your proposal application. The RC contact list is available here at Attachment F.

Applicant Response:

Not applicable

3. Applicant Question: Code of Conduct

Grantee Code of Conduct

The Department is committed to supporting services and programs with integrity that foster collaboration and professionalism. Grantees are expected to conduct project activities in a professional and respectful manner that include:

- **Valuing Diversity and Inclusion**. Grantees should embrace diversity that includes but is not limited to: ability, race, language, national origin, citizenship, age, gender identity or expression, sexual orientation, and religion.

- **Conducting Activities with Personal and Professional Integrity**. All activities with individuals, families, community organizations, regional centers, and state, local and federal agencies should be conducted with

professionalism, dignity, respect, and fairness. Grantees should be open to listening to different points of view and fostering productive communication.

- **Providing a Positive Work Environment**: All projects should foster a positive and respectful work environment with their colleagues and other grantees.

Applicant Response:

- I acknowledge that I have reviewed the Code of Conduct.

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4. Applicant Question: Applicant Certification

By submitting this application, the Applicant is certifying the truth and accuracy of the proposal. The applicant also certifies that if you have subcontracting organizations, each participating organization has reviewed your project and agrees to their assigned activities, measures, and the budget.

Applicant Response:

Yes