

# PROJECT DATA SHEET

## 1. Applicant Information

Application Number: <i>(Assigned by Council)</i>	
Project Name <i>(55 characters)</i> :	Employer education training and toolkit
Organization Name:	Community Gatepath
Organization Website:	www.gatepath.org
Organization Address:	350 Twin Dolphin Drive, Suite 123
Organization City/State:	Redwood City, CA
Organization Zip Code:	94065
Taxpayer ID Number:	94-1156502
Project Period: <i>(Month /Day/Year)</i>	Start Date 10/1/2014   End Date 9/30/2015

## 2. Project Information

(Choices are: Non-profit, School District, County, Government Corporation, Tribal Government, For-profit, City / Town, State, Special or Regional Authority, State P & A Agency, University Center, or Other)

Type of Applicant:	Non-profit
State Plan Goal(s)/Objective(s)	Goal #9 / Objective #9a

## 3. Project Funding Formula

TOTAL PROJECT COSTS	COUNCIL FUNDS	APPLICANT MATCHING FUNDS
\$27,700	Amount: \$20,000.00 Percentage: 72%	Amount: \$7,700 Percentage: 28%
Grant Type (Poverty or Non-Poverty)	Non-Poverty Area	

## 4. Contact Information:

Name of Project Director:	Tracey Fecher
Title:	Senior Director, Programs
Telephone:	650.259.8548
Fax:	650.697.5010
Email:	tfecher@gatepath.com

Check if Same as Project Director

Name of Financial Officer:	Marrecio Coleman
Title:	Controller
Telephone:	650.259.0154
Fax:	650.697.5010
Email:	mcoleman@gatepath.com

## 5. Signatory Authority:

Check if same as Project Director

Name of Organization Director:	Sheryl Young
Title:	CEO
Telephone:	650.259.8518
Fax:	650.697.5010
Email:	syoung@gatepath.com
Date:	05/13/2014

## **PROJECT NARRATIVE**

### **1. Abstract**

The goal of this project is to build the capacity of service providers to implement job development programs more effectively. Community Gatepath (Gatepath) will accomplish this by creating an employment toolkit with resources for educating employers about the benefits of hiring people with disabilities. Our Business Development Manager will pilot use of the toolkit. We will then share the toolkit with other service providers and offer three training sessions. As a result, service providers throughout the Bay Area will be able to establish partnerships with new businesses, and more people with developmental disabilities will become employed.

### **2. Qualifications**

Gatepath has been "*Turning Disabilities Into Possibilities*" for over 90 years. With roots in the community since 1920, we became Poplar ReCare in 1995 through a merger of two local nonprofits; in 2001, we changed our name to Community Gatepath. We are a 501(c)(3) nonprofit guided by Sheryl Young, Chief Executive Officer of 26 years.

Gatepath services span the lifetime and interests of a person with developmental disabilities, including Early Childhood Intervention, Inclusive Preschool, Community Access, Learning & Resource Campuses, and Employment Services. We provide direct services to over 1,000 children and adults with developmental disabilities annually, including more than 200 adults through Employment Services.

Gatepath's qualifications to implement the proposed project include over 40 years of operating Employment Services and our extensive network of more than 50 employment and community partners. Over the years, our Employment Services has helped thousands of working age people with a wide variety of developmental disabilities secure employment. Last fiscal year, we placed 96 people in jobs, compared to 56 the previous fiscal year. We also have consistently high retention rates (measured at 90 days after the start date) among the individuals who have received job placement and job coaching services.

The goal of Gatepath's Employment Services is to provide individualized job training and placement services in community employment settings for adults with disabilities AND provide all the supports necessary to help consumers maintain their placements. Our Employment Services model supports self-determination by providing a wide array of work options, including our social business enterprises (Production Services and Landscaping Services), as well as Group and Individual Placement (IP) community employment. Participants can come into our program at any age or level of experience, and we offer truly diverse, tailored employment opportunities. Other employment agencies in the county lack this breadth of opportunity, and many model their services on our best practices. We also educate employers about the capabilities of our participants and the benefits of employing people with developmental disabilities, which include reduced employee turnover, improved workplace diversity, and improved corporate social responsibility.

Gatepath is and always has been responsive to the changing needs of people with developmental disabilities. For example, in preparation for the influx of young adults with autism who are graduating high school and seeking to enter the workforce, we implemented a multi-year project funded by a federal

Below is a summary of project functions for staff and subcontractors:

*Tracey Fecher* is the executive sponsor for this project and will provide oversight to ensure project completion, as well as interface with SCDD as needed.

*Patricia Holm* will be the project manager, draft content for the employment toolkit, and conduct the service provider trainings.

*Stacey Phipps* will provide content for the toolkit, communicate with existing employment partners to get their feedback, and pilot the toolkit with potential new employers.

*Larry Robbin* will provide input on areas he has identified as knowledge gaps among service providers, as well as content development.

*Christine Ackermann* will provide feedback on content for the toolkit based on her 20+ years business experience.

*Samantha Salas* will design the toolkit and PowerPoint for the trainings, as needed, utilizing her graphic and curriculum design skills.

#### **4. Outcomes & Evaluation**

The goal of this project is to help service providers shift their thinking to a business perspective so more people with developmental disabilities will have employment opportunities.

*Outcome 1:* Gatepath's Business Development Manager will pilot the toolkit with the goal of increasing employment partners from 44 businesses to 66 businesses (or 50%) during the grant period.

*Outcome 2:* We will increase the number of job placements for regional center consumers, who are underserved and considered more challenging to place in integrated competitive employment. Currently, approximately 20% of our 76 placements are individuals in this category (the other 80% are traditional placements and usually referrals from Department of Rehabilitation); during the grant period, we aim for an increase to 50% of placements being for this population. In the long-term, after the grant period when other service providers are implementing the toolkit as well, we expect the number of job placements for regional center clients to increase exponentially.

*Outcome 3:* Businesses will express above average satisfaction with Gatepath and the employment services provided.

*Outcome 4:* 60 service providers from the Area Board 5 will learn how to better communicate with employers about hiring people with developmental disabilities.

During the grant period, we will serve: 50 people with developmental disabilities (who meet federal and state definitions), 66 employers, and 60 service providers.

Gatepath utilizes a performance management tool, Active Strategy, to monitor goal achievement. This will be used to track the number of employment partners and job placements. We also conduct satisfaction surveys, which will measure employer satisfaction. An evaluation will be completed by services providers who attend the training to measure effectiveness of the toolkit and the likelihood they expect to implement it.

After the grant period, Gatepath will continue to utilize the toolkit for outreach to employers. It will be made available online for other service providers to reference on an ongoing basis. We also anticipate informal networking among service providers, who will meet at the trainings and have the same goal of increasing the number of people with developmental disabilities in the workforce.

grant through the American Recovery & Reinvestment Act. Through the "Autism Works" project, from 2010-2011, Gatepath became a leader in employment services for people with autism. The program was designed to find competitive employment for high-functioning youth with autism, ages 18 to 25. As a result of "Autism Works," twenty-one young adults were placed into jobs and we were able to identify industries that are often a good job fit for this population. We are continuing to expand our network of employers to include more technology-based companies and jobs that meet the interests and skills of these individuals.

In addition to utilizing our extensive experience implementing employment services for people with developmental disabilities, Larry Robbin has agreed to consult with us on this project. Larry has over 45 years of diverse direct service, management, program development, training and consulting experience in workforce development, education, training and social services. He is widely regarded as a national expert in these fields. Larry has provided consulting, training and other services for more than 1,000 organizations. He has trained more than 100,000 people across the country and presented at over 500 local, regional and national conferences, including trainings for the National Association of Workforce Development Professionals, California Workforce Association, National Network of Sector Practitioners, CalWorks Welfare-to-Work Conference and Dynamic Institute.

Larry has designed over 150 innovative programs and projects serving virtually every population with barriers to employment and facing other challenges, including people with disabilities. These models are well known for their award winning employment, retention, training and other outcomes with individuals that have not been successful in other types of programs. Larry's unique approach combines participant empowerment, cultural sensitivity, creative problem solving, collaborations and close partnerships with private sector businesses to achieve state-of-the-art outcomes. Many of his strategies have been widely replicated.

### **3. Methodology**

The employment rate of people with developmental disabilities in California is 12.5%, compared to 72.2% of the general population. Although many service providers would agree that employment is a true equalizer, only 12.5% of the total number of working age people served by the regional centers receives regular wages. In addition, there is a wage gap of \$3.65 per hour between those working in supported employment versus integrated competitive employment.

Gatepath has identified several key areas in which service providers need to improve in order to increase meaningful employment opportunities for working age adults with developmental disabilities. We believe one of the key barriers is that most service providers are not skilled at connecting with businesses. Companies are often immediately overwhelmed by the accommodations they might have to provide to employ people with disabilities. Since businesses are often focused on their bottom line, pitches about hiring people with disabilities need to address this concern first. Furthermore, most nonprofits lack a management strategy for prioritizing potential employers and marketing *personnel* services, not *social* services. As nonprofits trying to secure employment for people with disabilities, we need to improve our ability to make the business case to companies, not just promote social responsibility.

Based on our expertise and with the input of Larry Robbins, Gatepath will develop an employment toolkit that can help service providers build their capacity to deploy job development effectively. Program

managers and job developers will learn to conduct more effective outreach to potential employers. The toolkit will provide information about educating employers on the benefits of hiring people with disabilities and the importance of a diverse workforce, including sample language, relevant statistics, and recommendations for managing an employment program. Some of the topics will include tax incentives for businesses, expanding the company's consumer base by hiring people with disabilities, communication, work settings, and practical tips. It will be a "how to" guide for communicating with employers in their own language in order to increase job placements for people with developmental disabilities.

We will solicit feedback from our existing network of employers and our volunteer Corporate Committee. We will also form a committee of three to five consumers, who will review information in the toolkit and provide their feedback. This consumer committee will meet one to two times.

Once the toolkit is complete, our Business Development Manager will pilot and help refine the materials over a six-month period. We will ask consumers about the types of jobs and workplaces that would be of interest so we can target those employers.

The toolkit will then be the basis of three trainings that Gatepath will provide for other service providers located in the Peninsula, San Francisco, North Bay, and East Bay regions. We will advertise the trainings through Area Board 5's, GGRC's, and East Bay Regional Center's networks. Providers who attend the training will receive a copy of the toolkit and instruction on how to best implement it. The training will also be videotaped so it can be posted online, along with the toolkit.

The proposed project is consistent with the Council's mission to ensure people with developmental disabilities and their families have the same rights and opportunities as the general population, including the right and opportunity to be as independent and productive as possible and to receive services and supports in the community. We will increase the number of people with developmental disabilities who are working in the community, with continued exponential growth after the grant period as other service providers begin to use the toolkit and implement our model.

The target populations are working age adults with developmental disabilities who desire a job, potential employers, and service providers. We will reach people with disabilities and employers directly when we pilot the toolkit. We believe their involvement is critical to ensuring the toolkit is effective. Although many companies might not fully understand the benefits of hiring people with disabilities, they can help us capture the best language and messaging to use in communicating the benefits to a business. The rationale for training other service providers is to maximize our impact by helping others replicate our model.

Gatepath's participants reflect the ethnic diversity of the Bay Area: 43% Caucasian, 24% Asian, 18% Hispanic, 4% African American, and 11% Other or Unknown. Other service providers who will receive training are also located in counties with equally, if not greater, diversity.

San Mateo, Marin, and San Francisco Counties are not high poverty areas; poverty rates are 8.4%, 8.5% and 14.9% respectively. However, this means people with developmental disabilities in these counties are competing against highly skilled workers for employment.

**4100 - State Council on Developmental Disabilities  
Grant Budget Detail Sheet**

Grant Period -- October 1, 2014 through September 30, 2015

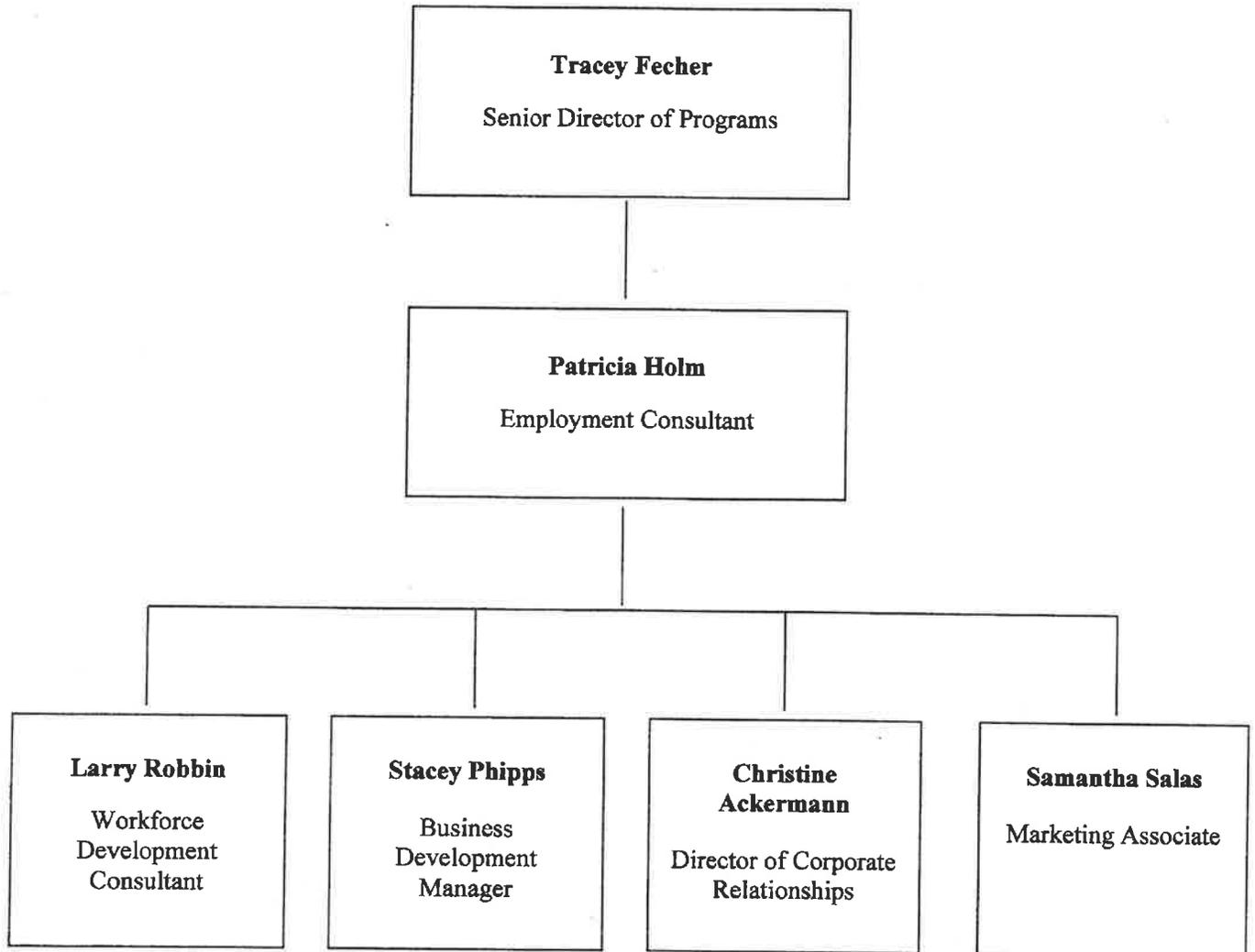
CATEGORY OF EXPENSE	SCDD GRANT FUNDS	MATCHING FUNDS	TOTAL PROJECT COSTS
<b>DIRECT COSTS</b>			
<b>Salaries and Wages</b>			
1) Tracey Fecher, Senior Director of Programs	\$0	\$1,200	\$1,200
2) Stacey Phipps, Business Development Manager	\$5,000	\$1,200	\$6,200
3) Christine Ackermann, Director of Corporate Relationships	\$0	\$1,500	\$1,500
4) Samantha Sales, Marketing Associate	\$0	\$500	\$500
Subtotal Salaries and Wages	\$5,000	\$4,400	\$9,400
<b>Employee Benefits</b>	\$0	\$2,300	\$2,300
<b>Consultant / Subcontracted Services</b>			
1) Patty Holm, Employment Consultant	\$7,000	\$0	\$7,000
2) Larry Robbin, Workforce Development Specialist	\$5,000	\$0	\$5,000
3)	\$0	\$0	\$0
Subtotal Consultant / Subcontracted Services	\$12,000	\$0	\$12,000
<b>Other Expenses Directly Related to the Grant</b>			
Travel	\$0	\$500	\$500
Office Supplies	\$0	\$0	\$0
Printing	\$0	\$100	\$100
Space Occupancy / Rent	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Other Costs (Specify)	\$0	\$0	\$0
Videography of training session	\$0	\$400	\$400
	\$0	\$0	\$0
Subtotal Other Expenses	\$0	\$1,000	\$1,000
<b>TOTAL DIRECT COSTS</b>	<b>\$17,000</b>	<b>\$7,700</b>	<b>\$24,700</b>
<b>INDIRECT COSTS (Maximum 15% of grant)</b>	<b>\$3,000</b>	<b>\$0</b>	<b>\$3,000</b>
<b>TOTAL</b>	<b>\$20,000</b>	<b>\$7,700</b>	<b>\$27,700</b>

*Matching Funds will be provided through a grant from Wells Fargo and private donations, as needed.*

## **CONTINUATION OF FUNDING**

This project will result in the creation of resources through one-time costs. At the end of the grant period, the toolkit and video of the training will be available for ongoing use at no additional cost to Gatepath or other service providers. As we have for over 40 years, Gatepath will continue to provide Employment Services supported by GGRC, Department of Rehabilitation, foundation grants, and private donations; however, these services will be more effective as a result of this project.

## PROJECT ORGANIZATION CHART



## **DUTY STATEMENTS AND RESUMES**

### **Senior Director of Programs (Tracey Fecher)**

***Duty statement related to proposed project***

- Provide oversight to ensure project completion
- Interface with SCDD, as needed
- Approve project expenses
- Approve toolkit materials

***Resume follows***

# TRACEY CARRILLO FECHER

## Summary of Qualifications

Exceptionally driven and accomplished professional with extensive business and project management experience. Proven track record and passion for building business and providing systems support to sustain and monitor growth. Demonstrated strengths in operation management, system implementation, program development, turnaround of staff morale and collaboration across multiple departments.

- ✓ Budget Management
- ✓ Technology Implementation
- ✓ Detail Oriented
- ✓ CRM- Salesforce
- ✓ Business Expansion
- ✓ Customer Service
- ✓ Project Management
- ✓ Staff Hiring
- ✓ New Business Development
- ✓ Manage Staff
- ✓ Strong Computer Skills
- ✓ Strategic Partnerships

## Professional Experience

11/13-Present **Community Gatepath** **Burlingame, CA**  
*Senior Director of Programs*

- ◆ Implements program planning, curriculum development, and new strategic planning initiatives in accordance with trends in the field of disabilities
- ◆ Oversees program expansion, particularly in the area of private pay services, to increase numbers of adults/children/families
- ◆ Develops strong relationships and fosters partnerships to realize referrals and planning goals for programs
- ◆ Develops and improves existing business processes and measurement tools that increase operational efficiency and sustainability for all business units
- ◆ Ensures accurate and effective participant and service data collection and dissemination.
- ◆ Develops and implements contemporary marketing plans for new/existing services and programs with focus on key markets. Partners with Marketing Department to draft, create marketing materials and web content that is cutting-edge and appropriate to attract new private pay clients to our programs; utilize marketing knowledge and data to continually enhance development of new business/clients
- ◆ Responsible for sound fiscal management, which includes; creation of program budgets, monthly review, analysis and reporting on individual program P & L's and ADA's, and maximizing revenue generating opportunities within all programs.
- ◆ Management: Provides coaching, mentoring and oversight to direct Managers to support program administration. Facilitates staff education in, and usage of, culturally competent service delivery
- ◆ Develops and implements technology solutions for enhanced services, including upgrading billing, scheduling, tracking outcome measures and clinical software
- ◆ Partners with CFO to create and revise annual budgets
- ◆ Serves as key contributing member to Leadership Team

7/12-11/13 **Community Gatepath** **Burlingame, CA**  
*Administrative Director of Children's Services*

- Member of executive leadership team, responsible for agency strategy and key projects.
- Drive business, fiscal oversight and data reporting measures of all agency programs, including implementation of business and operational initiatives.
- Responsible for timely data analysis and variance reports on all platforms for all programs (Active Strategy, Salesforce, Sharepoint)
- Oversee and responsible for all contracts for agency programs
- Responsible for CARF accreditation, program licensing, and Outcome report.
- Member of executive leadership team, responsible for agency strategy and key projects.
- Managed seven business units, with annual revenue of \$4M, resulting in 115% of revenue target and 119% of margin target.

- Recruited, supervised, led and coached a team of 4 managers who oversee a staff of 50 employees. Supervision style fosters collaboration, support of staff and communication.
- Implemented on-going financial review of all programs with staff and agency leadership.
- Facilitated change management with multiple teams that were implementing new programs and facing teamwork challenges.
- Led multiple teams through strategic planning, resulting in significant program change and future direction alignment. Presented plans to executive leadership team.
- Worked with business units to develop accurate methods of collecting agency outcome data, utilizing industry standard methods.
- Developed new business opportunities leading to increased growth in key programs.
- Developed strong relationships and partnerships with funders, customers and key stakeholders.
- Managed service contracts and program license renewal. Responsible for licensing compliance and all agency emergency and safety policies for Children's Systems.

2/12-7/12

**Community Gatepath**

**Burlingame, CA**

*Children's Services Project Manager*

- Improved overall profitability of Early Intervention program by 45%. Increased referrals from primary funder by 25%.
- Led the implementation of new Salesforce.com system for case management and scheduling. System data was used to closely manage the business and understand trends.
- Managed a staff of 25 therapists, teachers and administration. Turned around team morale. Reduced salary expenses by 10% due to decline in enrollments. Staffing increased as referrals increased.
- Developed systems to accurately number of enrolled cases, vacancy rate, captured hours and referrals.
- Motivated the therapy team to increase productivity from 70% to 80%.
- Responsible for the development of new private pay programs, meeting the agency's strategic goal of diversifying revenue sources.

2010-2012

**Community Gatepath**

**Burlingame, CA**

*Autism Works Project Manager*

- Responsible for full implementation of employment program for young adults with autism.
- Responsible for the billing, reporting and administration of \$360K ARRA funded grant from the California Department of Rehabilitation.
- Implemented Salesforce.com solution for business development and case management.
- Managed subcontractors for training and outcome evaluation report; including RFP solicitation, selection, memos of understanding, management and billing.
- Managed Outcome Evaluation including logic models, Key Informant Interviews, Focus Groups and surveys of all program stakeholders.
- Implemented extensive web based autism and employment training for 25 staff.
- Researched and networked with national autism experts to discuss and include leading edge best practices in the Autism Works program.

2001-2010

**UU Fellowship of Redwood City**

**Redwood City, CA**

*Director of Children and Youth Education*

- Responsible for curriculum from birth to 12<sup>th</sup> grade. Chair committee that selects curricula and recruits volunteer teachers. Recruit and train over 50 parent volunteers per year and provide support for all areas of a successful, growing educational program. Increased program enrollment from 20 to 100 children registered during tenure.

1994-1997

**Hewlett Packard**

**Cupertino, CA**

*Computer Performance Engineer*

- Interface with internal and external customers to support the sales of HP commercial systems, resulting in large sales including multiple computers, hardware, software and support.
- Manage all aspects of week-long customer benchmark experience, including hardware and software support teams preparing for benchmarks.

**Tracey Carrillo Fecher**

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- Recommend optimal hardware and software configurations and testing suites for benchmarks.
- Technical team lead of hardware and software engineers running performance testing on disk technology, resulting in highly referenced disk performance white paper.

1987-1994

**Hewlett Packard**  
*Systems Engineer*

**Mt. View, CA**

- Technical support for sales representatives in all phases of sales of multi-user UNIX and HP proprietary operating systems. Delivered post-sales account management and consulting.
- Responsible for business development with new and existing customers, leading to technical support and consulting contracts.
- Recognized for new business development results. Selected for President's Achiever's Club.
- Selected for major account teams, including Levi Strauss, Wells Fargo, and Charles Schwab.

**Computer Skills**

Salesfore.com, Active Strategy, Microsoft Office, Constant Contact, Google Docs, ETapestry

**Education**

Loyola Marymount University

**Los Angeles, CA**

*Bachelor of Science in Mathematics*

**Employment Consultant (Patricia Holm)**

***Duty statement related to proposed project***

- Plan organize and lead project
- Identification of target companies to work with
- Submission of quarterly reports and invoices
- Plan and organize outreach activities
- Work with consultant to develop and refine agency's outreach message
- Collaboration and development of materials for toolkit
- Deliver training to outside agencies
- Development of satisfaction survey and agency evaluations

***Resume follows***

**Patricia Holm**  
**P.O. Box 447 Moss Beach, CA 94038**  
**Patty\_holm@yahoo.com**  
**(650) 302-3147**

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### **CAREER OBJECTIVE**

To continue a career in Social Services where my knowledge and education will develop further while they are an asset to the organization.

### **SUMMARY OF SKILLS AND QUALIFICATIONS**

- Over 17 years experience providing services to people with disabilities, their families, schools, government agencies and businesses
- Experienced working with individuals from different ethnic and socioeconomic backgrounds.
- Excellent interpersonal, communication and leadership skills

### **EMPLOYMENT HISTORY**

#### **COMMUNITY GATEPATH- Burlingame, CA 2003- 2011**

##### **Employment Services Business Manager**

- Responsible for intake process for potential participants, families and referral sources.
- Responsible for oversight of clinical program goals, and behavior plans.
- Management of Assessment department to identify the strengths, priorities and capabilities of individuals
- Responsible for community outreach and marketing of program services; to San Mateo county Schools, colleges and funders.
- Liaison with Department of Rehabilitation, Golden Gate Regional Center and other key partner referral sources.
- Responsible for Agency "CARF" Accreditation and Department of Labor certificates.
- Worked with Employers and Staff to "job Carve positions for employees with disabilities.
- Responsible for Parent and consumer Satisfaction survey, Participant Ineligibility Summary and Special Incidents Summary and preparing plans of action to address identified issues.
- Fiscal oversight of departmental budget, implementation of revenue generating business ventures.
- Hire, Train and supervise 19 respective staff members

#### **Human Services Agency/ Peninsula Works- South San Francisco, CA 2002- 2003**

##### **Employment Services Specialist**

- Conduct Weekly orientations for federal "Work Force Investment Act" Program.

- Establish and Maintain effective working relationships with employers, Clients and schools
- Plan and conduct individual and group vocational exercises and workshops
- Provide comprehensive employment resources to displaced workers
- Execute a variety of vocational assessments and interpret client's skills, abilities and aptitudes.
- Arrange and schedule training and educational programs for clients, draft and administer training contracts.
- Provide and document over 45 individual and group vocational counseling and referral services.

**COMMUNITY GATEPATH- Burlingame, CA 1994- 2002**

**Employment Services Supervisor/ Case Manager**

- Plan, Develop & implement participant centered goals & objectives
- Responsible for goal achievement and career ladders for participants
- Liaison with San Mateo County Transition Specialist to establish trials for students
- Trained direct care staff on Case note writing and documentation.
- Schedule to efficiently provide Job coaching services.
- Maintain all necessary records and statistics for rehabilitation and accounting purposes.
- Comply with participant rights, Community Gatepath Policy and procedures and quality assurance standards

**EDUCATION AND TRAINING**

Business Administration	San Jose State, San Jose
Business Administration	Foothill College, Los Gatos, CA 1989-1991
Employment Specialist Certification	University of San Francisco, 1998
American Sign Language Certificate	San Jose State University, Extension 2001
Heart SaverCPR & First Aid	American Heart Association

**Business Development Manager (Stacey Phipps)**

***Duty statement related to proposed project***

- Responsible for identification of new target employers
- Contacting potential employment partners; discovering and exploring new opportunities, needs and deficits
- Collaborate on development of toolkit materials
  - Tax incentives
  - Communication
  - Work Settings
  - Practical tips
- Delivery of toolkit to employers
- Participation in delivery of trainings to service providers

***Resume follows***

# STACEY PHIPPS

Fairfax, CA 94930  
 415.606.2769  
[sphipp613@yahoo.com](mailto:sphipp613@yahoo.com)

## Summary of Qualifications:

Exceptionally driven, compassionate and accomplished professional with extensive experience in sales and account management. Seasoned in a variety of skills including account oversight of Fortune 100 accounts, revenue management, client services and product support. A team player with an incredible ability to liaise with clients to deliver solution oriented results.

For the past 3.5 years, I have worked with individuals on the autism spectrum in a variety of settings. My passion is to help them develop their often-overlooked talents and learn the tools needed for employment to lead more independent lives. Specialties: Working with adults, college students and high-school students with high-functioning autism spectrum disorders, social communication disorder, learning disorders; job coaching, social skill interventions

- |                         |                        |                             |
|-------------------------|------------------------|-----------------------------|
| ✓ Account Management    | ✓ Issues and Solutions | ✓ Autism Spectrum Disorders |
| ✓ Revenue Management    | ✓ Client Relations     | ✓ Solution Selling          |
| ✓ Relationship Building | ✓ Non Profit           | ✓ Presentations             |
| ✓ Needs Analysis        | ✓ Communications       | ✓ Negotiating               |

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## Professional Experience:

### Community Gatepath

**Burlingame, CA**

**2011-present**

*Business Development Manager*

- Oversees case management of individuals with developmental disabilities and acts as the key liaison with the Department of Rehabilitation and other disability service providers involved with vocational services of individuals with disabilities.
- Lead job development efforts to uncover unique employment opportunities for individuals with ASD
- Grown job placements among individuals with disabilities by 250% within first 5 months of employment and have subsequently grown placements over 200% year over year
- Have placed over 250 individuals with disabilities YTD in community based jobs with 89% retention rate
- Responsible for huge success of 18 month ARRA Funded Grant from the Department of Rehabilitation to find young adults with Autism Spectrum Disorder competitive employment
- Cultivate relationships with employers and now work with over 90 unique employers and counting
- Assist with marketing to participants, families, school districts and Department of Rehabilitation counselors
- Lead team with developing assessment and employment preparation tools
- Support participants in achieving their work-related goals and help prepare IPE's for community-based employment
- Primary liaison with family members, employers, professionals, funding source representatives and other social services agencies

### Commission Junction

**San Francisco, CA**

**2010-2011**

*Advertiser Account Manager*

- Define strategies, metrics, benchmarks and objectives for assigned portfolio to measure performance
- Primary point-of-contact for assigned clients, maintaining relationships and favorable contacts, and continuously meeting client expectations
- Manage P&L for each assigned account to ensure Commission Junction profitability
- Identify opportunities to broker relationships between key clients to improve performance and profitability

*(Reason for leaving: resigned to dedicate career to help people with developmental disabilities and do non-profit work full time)*

**ON24**

**San Francisco, CA**

*Account Manager*

- Managed and developed existing strategic accounts such as Cisco with their live webcasts
- Planned and executed client engagements and acted as client point-of-contact for project related issues and concerns
- Oversaw internal event teams and resources to ensure project timelines and client expectations were met

*(Reason for leaving: temporary project)*

**Jobfox Inc.**

**San Mateo, CA**

**2008-2009**

*Account Manager Sales*

- Managed and sold B2B accounts including Ernst and Young, Stanford Medical Center and Hitachi Data Systems generating \$2M annually
- Exceeded revenue targets 80% in first six months via renewals and upgrades
- Primary point of contact for assigned accounts and responsible for all aspects including retention, growth, client satisfaction, project management, etc...
- Performed ROI analysis recommending client benefit solutions

*(Reason for leaving: Eliminated all offices nationwide, laid off)*

**LinkShare Corp.**

**Chicago, IL**

**2007-2008**

*Advertiser Account Manager*

- Managed Internet Retailer Top 100 advertisers such as Dell, Apple, Microsoft, Target
- Developed, maintained and extended relationships with shared portfolio of online Affiliate Partners and sold online marketing technologies in a B2B environment
- Strategically approached selling with partners using various models such as CPA, CPC, CPM, SEO, etc...

**LinkShare Corp.**

**Chicago, IL**

**2006-2007**

*Affiliate Manager*

- Managed a portfolio of top publishers such as Ebates, Sky Mall, United Airlines, Fat Wallet, Coupon Cabin with main objective to drive revenue and optimize existing campaigns with top LinkShare advertisers
- Broke sales record by 30% in 4<sup>th</sup> month with highest conversion to sale among portfolio
- Consistently exceeded quota and averaged 150% to plan month after month
- Recommended business solutions to assist in client revenue goals

*(Reason for leaving: Relocated to San Francisco, CA, no remote position)*

**Level 3 Communications**

**Chicago, IL**

**2004-2006**

*Client Service Manager*

- Prospected, closed and built strong B2B relationships with Channel Partners in assigned region
- Drove revenues to US \$5M via sales of voice and data products, upgrades and renewals
- Consistently exceeded sales quotas averaging 120% to plan month over month
- Single point of contact for all internal departments for assigned set of Channel Partners
- Led cross functional teams and help build Client Service Manager position overall

*(Reason for leaving: Nationwide reorganization, entire division eliminated, laid off)*

**Global Crossing**

**Chicago, IL**

**1995-2003**

*Global Development Manager*

- Sold and managed B2B national accounts generating annual US \$5.8M
- Consistently exceeded monthly attrition standard of less than 1%
- Team leader and point of escalation for multiple teams in region to solve client issues
- Analyzed and assessed client voice and data needs
- Prepared design documentation and pitched concepts to decision makers

*(Reason for leaving: Company bankruptcy, laid off)*

**Education:**

B.S. Psychology, Illinois State University

**Normal, IL**

**Director of Corporate Relationships (Christine Ackermann)**

***Duty statement related to proposed project***

- Collaborate on development of toolkit materials
- Assist with development of messaging that will resonate with employers

***Resume follows***

## **Christine A. Ackermann**

495 Cedar Ave., San Bruno, CA 94066, t: 650-799-0441, e: christine.a.ackermann@gmail.com

Proven leader in business and non-profit with significant experience in sales/fundraising, management, business development, marketing and communications, and strategic planning. Thrives in a fast-paced, demanding client and internal environment as a creative problem solver and is very detail oriented. Succeeds in team environment as an active leader, mentor and collaborator. Consistently exceeds goals, objectives and revenue targets by passion for internal and external client relationship building.

- **Management** – Leads and mentors team with decisiveness, motivation and respect. Accountable for strategy, execution, and revenue targets of business framework and plans resulting in \$25M in revenue.
- **New Business Pipeline Creation** – Created and executed telepresence with Fortune 1000, mid-size and small companies increasing sales revenue goals by over 350% in 4 years at a start up environment through active listening, probing, analytical assessments and problem solving. Anticipates client's business needs, strategic growth patterns and applies ongoing appropriate investment solutions, leading to the longevity of positive partnerships.
- **Project Management and Program Development** – Creates and implements systems to effectively utilize technologies that streamline operational procedures. Proven ability to significantly increase productivity, reduce costs, and grow return on investment. Provide leadership in developing programs and carry out plans and policies authorized by the organization, stakeholders and/or governmental regulations.
- **Communications** – Communicates persuasively with extensive experience in presentation and negotiation. Authors and edits compelling presentations for executives, decision makers, diverse groups and communities via meetings, email, and teleconference.

### **EXPERTISE THAT DRIVES GROWTH AND ENGAGEMENT**

- High Performance Sales and Negotiation Execution
- Collaborator and Mentor
- High Impact Presentations
- Consultative and Solution Methodology
- Strategic Thinker and Problem Solver
- Results Driven

### **PROFESSIONAL EXPERIENCE AND ACHIEVEMENTS**

#### **Community Gatepath – Redwood City, CA**

**Director, Corporate Partnerships: March 2014 – present**

*For over 90 years, Community Gatepath has been fostering hope, dignity and independence among children and adults with disabilities by providing life-changing services and opportunities. Gatepath is dedicated to building inclusive environments where individuals of all abilities can thrive.*

Lead, manage, develop, and expand corporate giving programs that build and strengthen the agency's revenue stream.

- Develop strategic direction/plans for existing and new corporate partnerships with metrics for measurable results that contributes to the overall development goal of \$3.5 in the next 2 years.
- Represent the best interests, professionalism and integrity of Community Gatepath in all activities and relationships through a unified message of the Gatepath mission and a commitment to organizational standards and leadership by personal example.
- Create corporate target portfolio and develop recruiting strategy to support Gatepath's programs and services

**Christine A. Ackermann**

495 Cedar Ave., San Bruno, CA 94066, t: 650-799-0441, e: christine.a.ackermann@gmail.com

**JDRF (formerly Juvenile Diabetes Research Foundation) – San Francisco, CA**  
**Development Director: April 2010 – March 2014**

*JDRF is the leading global organization funding type 1 diabetes research. JDRF's goal is to progressively remove the impact of type 1 diabetes from people's lives until a world without type 1 diabetes is achieved. JDRF collaborates with a wide spectrum of partners and is the only organization with the scientific resources, regulatory influence, and a working plan to better treat, prevent, and eventually cure type 1 diabetes.*

Develop, grow and sustain a diverse funding base with an emphasis on strategic corporate partnerships, foundation and individual giving.

- Developing and executing strategic corporate partnerships on a local, regional and national level consistently driving 25+ new partners per year while sustaining 85% of existing accounts in a competitive evolving environment.
- Driving over \$9 million in corporate financial support.
- Lead fundraising, marketing and communications team resulting in \$25M in revenues since 2010.
- Leading and executing marketing and communications strategic plan with growth in website visits by 30%, 41% in page views, 12% more Facebook likes, and 19% more Twitter followers in one year.

**BloomSpot – Mountain View, CA****Business Development and Sales Consultant: January 2010 – April 2010**

*BloomSpot provides exclusive offers for renowned local restaurants, spas, salons, weekend getaways, events, and international resorts. A highly targeted member base, expertly sourced partners, and individually designed promotions ensures member satisfaction and profitability for merchant partners.*

Assisted in the overall development of start up company. Analyzed the behavior of consumers in expansion markets, as well as merchants of various verticals, while establishing the BloomSpot brand across major markets in the U.S.

- Developed and executed sales plans for expanding markets and merchant verticals.
- Prepared, presented, negotiated and closed proposal and contracts with partner merchants.
- Designed, produced and executed on various product offerings for merchants which results in exceeding company revenues and member satisfaction.

**SiliconView, LLC - Palo Alto, CA****Vice President Sales and Marketing: February 2002 – June 2009**

*SiliconView is the leading innovator in Digital Out-of-Home. Two landmark digital billboards located in iconic Silicon Valley on Highway 101 between San Francisco and San Jose utilizing proprietary 5-color LED technology producing spectacular image quality unrivalled in Digital Out-of-Home.*

Ground up build of business development, sales, project management and marketing function for the start up SiliconView vertical business in Digital Out-of-Home Advertising.

- Developed and executed strategic plan to build and maintain strategic client partnerships with Fortune 1000, mid-size and small companies as well as advertising and media planning/buying agencies across the U.S.
- Responsible for revenue and expense budgets for sales, operations, and marketing.
- Increased sales revenues by over 350% in 4 years.
- Proactively developed and managed a team of sales/customer service, vendors and consultants.

## **Christine A. Ackermann**

495 Cedar Ave., San Bruno, CA 94066, t: 650-799-0441, e: christine.a.ackermann@gmail.com

### **The Oracle Corporation – Redwood Shores, CA**

**Sales Representative: August 1999 – February 2002**

*Oracle specializes in developing and marketing computer hardware systems and enterprise software products – particularly its own brands of database management systems. Oracle is the second-largest software maker by revenue.*

Primary interface with senior management of Fortune 1000 companies, providing all required informational and operational resources necessary for sound business decision-making and flawless execution of sales business plan.

- Built productive relationships with CEO, CFO, CTO and Management for Lines of Business.
- Presented executed integration of innovative and cutting edge enterprise platform that included database, business intelligence tools, development tools, application server, and CRM and ERP.
- Negotiated, proposed and closed complex, multifaceted software contracts.
- Consistently met and exceeded yearly sales quota through accurate pipeline management and forecasting.
- Q3FY'00 – 106%, Q4FY'00 – 256%, FY'00 and FY'01 Annual Quota – 111% and 110% respectively  
Q4FY'01 – 115%, Q2FY'02 – 192% (Member of Presidents Club)
- MVP NAS West Q2FY'02 and recognized as Top Sales Representative the Month of October FY'02.

### **EDUCATION**

Bachelor of Arts in Aviation with a Communications/Business Emphasis

The Ohio State University, Columbus, OH, 1991

### **SALES TRAINING AND TECHNICAL SKILLS**

Spin Selling, Decision Based, Telesales, Presentation Skills Class, Solution Selling, Controlling A Complex Sale  
Strong knowledge of Microsoft Suite, Salesforce, Oracle Database, Blackbaud/Convio, Greater Giving & experience with WordPress

### **ADDITIONAL INFORMATION**

Member of International Speaking Club – Toastmasters 1999 - 2002

Volunteer with The Boys and Girls Club, Susan G. Komen Foundation, SF Food Bank, President of the local alumni association for The Ohio State University and Board Member of the Makuyu Education Initiative

**Marketing Associate (Samantha Salas)**

***Duty statement related to proposed project***

- Layout and design of the toolkit
- Design of PowerPoint slides for the trainings

***Resume follows***

**SAMANTHA SALAS**  
3320 El Pinole Way, Fairfield, CA 94533  
Cell 707-330-7662  
SamanthaSalas12@gmail.com  
SamanthaSalas12.wix.com/resume

**PROFILE**

Detailed-oriented Marketing Associate at Community Gatepath with experience in graphic design, marketing and event management. Commended for ability to organize and simplify data, calendars and files. Recognized for design work, sales achievements and scholarships. Innovative problem solver with extensive customer service and communications background. Currently pursuing an MBA in marketing from American Intercontinental University.

**EDUCATION**

American Intercontinental University - Online  
**MBA in Marketing** 2014

California State University, Chico - Chico CA  
**BA in Communication Design: Graphic Design** 2012  
Minor in Instructional Design. Minor in Photographic Studies.

**EXPERIENCE**

Community Gatepath - Redwood City, CA  
**Marketing Associate** 2014-Present

- Assist with development and execution of advertising, public relations and all marketing communications, including social media, to meet organization objectives.
- Work collaboratively with multiple departments to plan marketing strategies to increase brand awareness and promote events.
- Create marketing collateral, email campaigns, social media campaigns and external newsletter in accordance to current marketing plan.
- Enforce brand marketing guidelines in trademarks, logos, and publications.

Mary Kay Cosmetics - Woodbridge, NJ  
**Independent Beauty Consultant** 2013 - Present

- Performed business to consumer sales, which exceeded personal sales goals.
- Assessed an independent budget to ensure steady cash flows.
- Managed inventory on hand to meet customer demand, which led to a higher average customer order.
- Satisfied consumer needs by demonstrating features, advantages and benefits of multiple product lines.

Renewal by Andersen - Cranford, NJ  
**Assistant Events Manager** 2012 - 2013

- Designed graphics for all departments to increase brand awareness.
- Built and maintained a system for managing events, staff and departmental budget.
- Calculated staff payroll and commissions pertaining to employee performance.
- Screened, trained and evaluated employees in preparation for fieldwork.

**SAMANTHA SALAS**

**3320 El Pinole Way, Fairfield, CA 94533**

**Cell 707-330-7662**

**SamanthaSalas12@gmail.com**

**SamanthaSalas12.wix.com/resume**

**The Local Builder Magazine - Redding, CA**

**Graphics Editor**

**2009**

- Designated projects to staff based on individual strengths and scope of work.
- Ensured that projects were aligned with customer expectations while also keeping within the magazine's design elements.
- Developed magazine's master template and color scheme for cohesive design construction.

**Vector Marketing - Fairfield, CA**

**Advisor**

**2007**

- Trained employee's using tested methods to help employees achieve individual goals.
- Satisfied consumer needs by demonstrating features, advantages and benefits of multiple product lines.
- Performed consumer sales, which exceeded personal sales goals.
- Maintained professional calendar, goals and contacts to increase success.

**REFERENCES**

References available upon request

**PREVIOUS GRANTS/AWARDS**

<b>Project</b>	<b>Funding Source</b>	<b>Contact Person</b>	<b>Phone Number</b>	<b>Grant Amount</b>
AbilityPath.org (online social networking and resource center for families of children with special needs)	William Randolph Hearst Foundation	Paul Dinovitz	(415) 908-4500	\$ 75,000
AbilityPath.org (online social networking and resource center for families of children with special needs)	CVS Caremark Charitable Trust, Inc.	Joanne Dwyer	(401) 765-1500	\$ 35,000
Operating support for Children's Services	Silicon Valley Community Foundation	D. Lea Rauscher	(650) 450-5400	\$ 33,064
First Five Demo Site (care coordination collaborative for children at risk of developmental disabilities)	Lucile Packard Foundation for Children's Health	David Alexander	(650) 736-0676	\$ 30,000
Organization general operating support	The Sobrato Family Foundation	Lisa Sobrato-Sonsini	(408) 446-0700	\$ 15,750
Operating support for Children's Services	Mills-Peninsula Health Services	Margie O'Clair	(650) 934-6970	\$ 10,000
Scholarships for private pay early intervention services	The Carl Gellert & Celia Berta Gellert Foundation	Jack Fitzpatrick	(650) 985-2082	\$ 10,000
Operating support for Children's Services and scholarships for private pay early intervention services	Mills-Peninsula Health Services	Margie O'Clair	(650) 934-6970	\$ 10,000
Operating support for Employment Services	Wells Fargo Foundation	Mario Diaz	(415) 537-8247	\$ 10,000
Team Friendship (sports and play social skills program for children with autism)	Peninsula Health Care District	Cheryl Fama	(650) 697-6900	\$ 5,000
Resource fair for families of high school students with special needs	Town of Colma	Laura Allen	(650) 997-8300	\$ 5,000
Operating support for Employment Services	Atkinson Foundation	Elizabeth Curtis	(650) 357-1101	\$ 4,000
Betty Ivey Lange Technology Library (assistive technologies for children with special needs)	City of Burlingame	Carol Augustine	(650) 558-7205	\$ 3,330
Operating support for Children's Services	City of Burlingame	Carol Augustine	(650) 558-7205	\$ 2,640



STATE CAPITOL  
P.O. BOX 942849  
SACRAMENTO, CA 94249-0022  
(916) 319-2022  
FAX (916) 319-2122

DISTRICT OFFICE  
1528 S. EL CAMINO REAL, SUITE 302  
SAN MATEO, CA 94402  
(650) 349-2200  
FAX (650) 341-4676

Assembly  
California Legislature



KEVIN MULLIN  
ASSISTANT SPEAKER PRO TEMPORE  
ASSEMBLYMEMBER, TWENTY-SECOND DISTRICT

COMMITTEES  
BUDGET  
BUSINESS, PROFESSIONS AND  
CONSUMER PROTECTION  
LOCAL GOVERNMENT  
PUBLIC EMPLOYEES, RETIREMENT  
AND SOCIAL SECURITY  
REVENUE AND TAXATION

SUBCOMMITTEES  
BUDGET SUBCOMMITTEE #4 ON  
STATE ADMINISTRATION

SELECT COMMITTEES  
CHAIR: BIOTECHNOLOGY  
COMMUNITY COLLEGES  
ASIA/CALIFORNIA TRADE AND  
INVESTMENT PROMOTION  
WORKFORCE INVESTMENT BOARD

May 12, 2014

Area Board 5  
State Council on Developmental Disabilities  
1515 Clay Street, Suite 300  
Oakland, CA 94612

Dear Area Board Grant Committee,

I am pleased to express my support for Community Gatepath to receive a Program Development Grant from State Council on Developmental Disabilities Board Area 5 to increase meaningful employment opportunities for working age adults with developmental disabilities.

As the largest service provider for children and adults with disabilities in San Mateo County, Community Gatepath continues to play a key role in several countywide and regional collaborations. Their ability to leverage resources and partners continues to be essential in fostering innovation, systems change, and enhanced service models.

The grossly disproportionate percentage of people with developmental disabilities who are unemployed, compared to the general population, is staggering. I was thrilled to learn that Community Gatepath is interested in implementing a project to help service providers in the Bay Area improve their outreach to potential employers who might not currently understand the benefits of hiring people with disabilities.

With over 90 years of experience, Community Gatepath has established itself as a leader in its field. The organization has always been on the forefront of innovation and serves as a model to other agencies. This project is consistent with that track record and will not only benefit those served by Community Gatepath, but also has the potential to have a positive impact throughout the Bay Area.

Members of my staff and I have worked closely with Community Gatepath for close to twenty years and have met many of the individuals who are successfully employed thanks to their support. I am confident that Community Gatepath is well positioned to implement the proposed project and help more people with developmental disabilities throughout the Bay Area succeed in inclusive and gainful work opportunities.

Thank you for your consideration of this request. I look forward to a favorable outcome. Please do not hesitate to contact me should you have any questions.

Sincerely,

KEVIN MULLIN  
Assemblymember, 22<sup>nd</sup> District





May 12, 2014

Area Board 5  
State Council on Developmental Disabilities  
1515 Clay Street, Suite 300  
Oakland, CA 94612

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As one of Gatepath's employment partners, we value our employees who have developmental disabilities. I was thrilled to learn that Gatepath is interested in implementing a project to help service providers in the Bay Area improve their outreach to other potential employers who might not currently understand the benefits of hiring people with disabilities.

We were impressed with Gatepath during our hiring process and are pleased with the performance of the individuals now working for us. I am confident that Gatepath is well positioned to implement the proposed project and help more people with developmental disabilities throughout the Bay Area succeed in inclusive and gainful work opportunities.

Thank you for your sincere consideration of this request.

Sincerely,

A handwritten signature in black ink that reads "Elisa Montemayor". The signature is written in a cursive style.

Elisa Montemayor  
Starbucks Corporation  
The New French Bakery  
310 Shaw Road Suite F, South San Francisco, CA 94080  
650-8664755 Ext. 203

May 13, 2014

Area Board 5  
State Council on Developmental Disabilities  
1515 Clay Street, Suite 300  
Oakland, CA 94612

Dear Area Board Grant Committee,

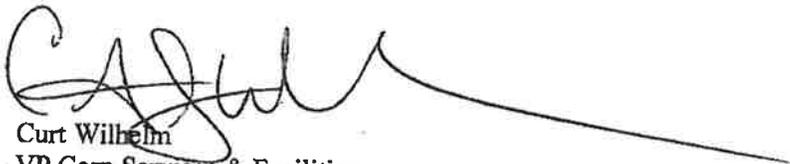
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Thank you for your sincere consideration of this request.

Sincerely,



Curt Wilhelm  
VP Corp Services & Facilities  
Electronic Arts  
209 Redwood Shores Parkway  
Redwood City, Ca. 94065

Hi Gabriel,

Thanks so much for reaching out to Community Gatepath with some follow up questions to the proposal we submitted to Area Board 5. Below you will find our responses. Please let us know if you need any additional details or have further questions.

**Q: Will the toolkit be downloadable?**

A: Yes, we anticipate the toolkit being a RTF document that can be downloaded.

**Q: Is the toolkit geared toward service providers or employers?**

A: The toolkit will be geared toward service providers and will help them outreach more effectively to businesses in order to secure employment partners.

**Q: What will be the components of the toolkit?**

A: The toolkit will include information, model talking points, and sample "sales" materials that nonprofits can customize for their outreach to potential employment partners. Some of the topics that will be covered are: 1) How program managers and nonprofit executives should think about and design their agency/employment services as staffing experts and not a human services program (for example, using language employers will understand and relate to when determining staff titles and program descriptions); 2) Tips on how to develop an employer pipeline; 3) Steps and talking points for introducing your nonprofit to a potential employer; and 4) Approaches and talking points for asking a company to be an employment partner.

**Q: How will the toolkit be distributed?**

A: The toolkit will be distributed via the three training sessions, Gatepath's website, and GGRC and East Bay Regional Center websites (pending their permission).

**Q: Larry Robbin's bio and qualifications**

A: Larry Robbin, Executive Director of Robbin and Associates, has over forty-five years of experience as a direct service provider, program manager, program developer, evaluator, trainer, keynote speaker and consultant in the disability employment field. Larry is widely regarded as a national expert on the topic of improving employment and career opportunities for youth and adults with disabilities. Community Gatepath has successfully worked with Larry in the past on numerous projects, including training our staff. *Please see attached for Larry's biography related to his experience in the disability field.*

**Q: Will Patty Holm and Larry Robbin be the primary people creating the toolkit?**

A: Patty will be managing the project and will gather materials for the toolkit from various sources, including Stacey and Christine. Larry will be utilized for "out of the box" thinking in how service providers can frame their services in a way employers will understand and to flush out the reasons why employers will benefit from hiring individuals with developmental disabilities.

Kim Malhotra  
Director, Annual Fund and Giving

\*\*\*\*\*

Community Gatepath

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*"Turning Disabilities Into Possibilities" for over 90 years*



## Developmental Disabilities Board Area 5

Protecting and advocating for the rights of persons with developmental disabilities in Alameda, Contra Costa, Marin, San Francisco and San Mateo counties

### Mini-Grant Available

Up to \$20,000

Focus: Increasing Employment Opportunities

For: Working Age Adults with Developmental Disabilities

Deadline: May 15th, 2014

The State Council on Developmental Disabilities has budgeted up to \$20,000 per Area Board to be awarded as mini-grants that address unmet needs in each catchment area.

Area Board 5 has chosen to focus the mini-grant for 2014-2015 on a project that **develops or enhances relationships with local employers, in order to make tangible progress toward increasing meaningful employment opportunities for working age adults with developmental disabilities**. Projects may focus on, for example:

- Educating employers on the benefits of hiring people with disabilities
- Educating employers on available supports and resources
- Encouraging employers to prioritize a diverse workforce
- Increasing opportunities for internships and apprenticeships
- Establishing corporate commitments

The project(s) chosen must benefit the target population in Alameda, Contra Costa, San Mateo, San Francisco, and/or Marin counties.

Preference will be given to projects:

- that can be replicated or used elsewhere;
- that are collaborative and that reflect the values of inclusiveness, independence, productivity and self-determination; and
- that have the potential to leverage additional funding and that maximize the use of the limited funding available by using the latest available technology, media, and other outreach strategies to increase public awareness and to influence public policymaking in this critical area.

Any project that is funded needs to be completed by September 30, 2015.

For an application packet, please contact Valerie Buell at (510) 286-0439 or [valerie.buell@scdd.ca.gov](mailto:valerie.buell@scdd.ca.gov).



## *Developmental Disabilities Board Area 5*

Protecting and advocating for the rights of persons with developmental disabilities in Alameda, Contra Costa, Marin, San Francisco and San Mateo counties

### **Mini-Grant Available**

Up to \$20,000

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For an application packet, please contact Valerie Buell at (510) 286-0439 or [valerie.buell@scdd.ca.gov](mailto:valerie.buell@scdd.ca.gov).

**LARRY ROBBIN**  
**EXECUTIVE DIRECTOR OF ROBBIN AND ASSOCIATES**  
**DISABILITY AND EMPLOYMENT BIOGRAPHY**

Larry Robbin, Executive Director of Robbin and Associates, has over forty-five years of experience as a direct service provider, program manager, program developer, evaluator, trainer, keynote speaker and consultant in the disability employment field. Larry is widely regarded as a national expert on the topic of improving employment and career opportunities for youth and adults with disabilities. His services have been used by over 1000 organizations including government agencies, private sector businesses, independent living programs, non-profits, schools, one-stops, training providers, transition programs and many other types of organizations. Larry has trained more than 100,000 people in workshops held in every state and presented at over 500 national, regional and local conferences.

Some of the organizations that serve people with disabilities that have used his services include the Office of Disability Employment Policy, California Department of Rehabilitation, Center for Independent Living, Los Angeles County Department of Mental Health, Goodwill Industries, Stepping Stones for People with Developmental Disabilities, ARC, Jewish Vocational Services, Jobs For Homeless Consortium, Sensory Access Foundation for the Blind and Visually Impaired, Fremont School for the Deaf, Momentum Mental Health Services, A Better Chance School for Youth with Autism, Work Transition Services for Youth, Oregon Rehabilitation Action Network, Chicago Mayor's Office of People With Disabilities, Indiana Supported Employment Consulting and Training, San Francisco Vocational Services, Community Vocational Enterprises, Marriott Bridges From School to Work, Bay Area Coalition For People With Disabilities, Alameda County Vocational Services, Traumatic Brain Injury Support Center and many other organizations.

Larry has been a keynote speaker at many disability conferences including events sponsored by Apple Computer and Microsoft. Some of the other disability events that have used his keynote speaking services include the Colorado Think Big For Youth With Disabilities State Conference,

Workability For Youth With Disabilities Regional and State Conferences, Milwaukee County Mental Health Conference, Supported Work Training Institute, National Rehabilitation Association National Conference, United Way Closing the Gap Conference and many other events.

Larry has designed and played a key role in the development of over fifty innovative disability employment programs serving youth and adults with virtually every type of disability. His models are characterized by an emphasis on participant empowerment, cultural competency, inclusion of significant others, innovative counseling approaches and the creation of strong in-depth relationships with private sector businesses. This powerful combination of perspectives and features has made his programs leaders in the disability and employment field.

Larry was an early proponent of the supported work movement. His pioneering work with the Safeway Corporation and the Retail Clerks Union created a partnership that resulted in the Safeway Corporation hiring its first employee with developmental disabilities and the Retail Clerks Union getting its first member with this type of disability. This ground breaking work using a supported work model paved the way for hundreds of people with severe disabilities to get hired by the company. This model has been replicated with many companies across the country.

For seven years Larry was the Director of Vocational Services at the Genesis Alcohol, Drug and Mental Health Counseling Center which served youth and adults with a wide variety of disabilities. He developed an innovative vocational counseling model that combined drug recovery treatment, mental health counseling, career planning, family involvement and cultural competency. The Business Advisory Board and social enterprises he created opened the doors to many hires and innovative partnerships with the business community and business associations. It also helped many people with disabilities start their own businesses. The strong partnerships he created with educational institutions made it possible for many people with disabilities that had dropped out of school to finish their education. His comprehensive program design succeeded in tripling the clinic's employment and retention rates. It also resulted in the highest

percentage of clients and consumers in the clinic's history pursuing advanced education and training that led them to success in a wide variety of careers.

As a consultant to the Wisconsin Department of Corrections he designed the Sprite program for adults and youth with disabilities leaving the correctional system. The program had outstanding success with employment, education and retention outcomes and was used as a national model. As a faculty member at the University of Wisconsin School of Education he designed and taught in innovative community based high schools with strong business partnerships that transitioned many youth and young adults with disabilities to employment and higher education. He also led the successful university initiative to recruit more students and faculty with disabilities to the school with a special emphasis on recruiting homeless veterans with disabilities and people with developmental disabilities. Larry was a key consultant for the federal Office of Disability Employment Policy on Project Inclusion, which was designed to help improve the access of young people with disabilities to the one-stop system. His work as Director of Training for a Fortune 500 company also included many projects that increased the employment of people with disabilities.

For over forty years Larry has spent part of his time as a private sector business consultant working with small businesses as well as Fortune 500 companies. He works with businesses to improve their hiring practices, customer service and increase their profits. He has helped many private sector businesses improve their hiring, retention and advancement efforts with people with disabilities. Larry's extensive work in the private sector gives his work a depth of understanding of private sector business practices that is not often found in people working in the disability employment field. As a result of this experience his disability related consulting and training services enable organizations to be much more successful with getting more people hired for better jobs and in developing mutually beneficial in-depth partnership relationships with private sector businesses.

Larry has received many awards and honors for his work. This includes an award from the Department of Housing and Urban Development for his

consulting and training work with the Jobs for Homeless Consortium, which was one of the largest and most successful employment programs working with people with disabilities that were homeless. This program was used by HUD as a national model for successfully serving this population and Larry's work was recognized by HUD as a major factor in its success. He also received an award from Workability for his work with youth with disabilities. A former Mayor of San Francisco issued a proclamation in his honor recognizing his extensive employment related volunteer work on behalf of people in poverty with multiple barriers to employment including youth and adults with disabilities. His work has received international recognition and Larry was one of the first Americans invited to visit China to discuss workforce development. On a personal note, Larry was born with several severe disabilities. He has also developed a number of severe disabilities during the course of his life. His wife and several of his children also have severe disabilities. For further information on his services contact [larryrobbin@aol.com](mailto:larryrobbin@aol.com) or 510-834-8524. His website can be found at [www.LarryRobbin.com](http://www.LarryRobbin.com).

# Proposal Checklist

Program Development Grant  
Request for Proposal  
Federal Fiscal Year 2014/15 - Cycle 37

In completing this form, the proposer acknowledges that the following items are included in the proposal, in accordance with the instructions provided in the RFP. This checklist should be included with the proposal package.

Check box below to indicate inclusion in proposal

- Cover Letter
- Project Data Sheet
- Project Narrative (not to exceed 8 pages)
- Budget Detail Worksheet (including description of identified expenses)
- Continuation of Funding Letter, if applicable.
- Organization Chart
- Curricula Vitae/Resumes and position descriptions, as applicable
- List of Previous Grants/Awards
- Payee Data Record Form
- (3) Letters of Support
- Proposal Checklist

**RECEIVED**  
MAY 15 2014  
BY: \_\_\_\_\_

Chair  
Jeff Fallick  
*Digital Benefit Advisors*

Vice Chair  
David Wisnom III  
*SightCast Inc*

Treasurer  
Bryan Neider  
*Electronic Arts*

Secretary  
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*Keirion University Administrator  
Professor*

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*Parker Reginalde IP Law*

D. Paul Regan  
*Hemming Morse, Inc.*

Laurie A. Rubenstein,  
M.D., FAAP  
*Redwood City Pediatrics*

Sheryl Young  
*Chief Executive Officer  
Community Gatepath*



May 13, 2014

Area Board 5  
State Council on Developmental Disabilities  
1515 Clay Street, Suite 300  
Oakland, CA 94612

**RE: Program Development Grant Cycle 37 (FY2014-15)**

Dear Area Board Grant Committee,

Thank you for the opportunity to submit the enclosed request for a Program Development Grant to increase meaningful employment opportunities for working age adults with developmental disabilities.

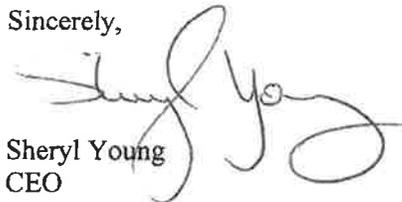
With over 90 years of experience serving children and adults with developmental disabilities, including over 40 years of employment services, Gatepath is known as a leader in the field. With a mini-grant from SCDD, we will share our expertise with other service providers by developing an employment toolkit and providing training so we can all work more effectively with employers. We aim to improve the ways in which service providers educate employers about the benefits of hiring people with disabilities and the importance of a diverse workforce. This will lead to more employment partners, and achieving our ultimate goal of increasing the number of people with disabilities who are employed.

Gatepath is financially capable of supporting this project until the time when reimbursement is received; we have several months of reserves and a \$1 million line of credit.

We have carefully read and understand all the provisions in this RFP and agree to be bound by them. We fully read and reviewed the terms and conditions as stated in the State Contracting Requirements, attached to the RFP, and, that by submitting a response understands that this document represents the agreement that we will be expected to execute if we are successfully awarded a Cycle 37 CPDG from the SCDD.

Thank you again for your consideration of this request. We look forward to working with you to increase employment opportunities for people with disabilities.

Sincerely,

  
Sheryl Young  
CEO

350 Twin Dolphin Drive  
Suite 123  
Redwood City, CA 94065  
Tel: 650-259-8500  
Fax: 650-697-5010  
www.gatepath.com  
www.AbilityPath.org

# Proposal Checklist

CONFIDENTIAL

Program Development Grant  
Request for Proposal  
Federal Fiscal Year 2014/15 - Cycle 37

In completing this form, the proposer acknowledges that the following items are included in the proposal, in accordance with the instructions provided in the RFP. This checklist should be included with the proposal package.

Check box below to indicate inclusion in proposal

- Cover Letter
- Project Data Sheet
- Project Narrative (not to exceed 8 pages)
- Budget Detail Worksheet (including description of identified expenses)
- Continuation of Funding Letter, if applicable.
- Organization Chart
- Curricula Vitae/Resumes and position descriptions, as applicable
- List of Previous Grants/Awards
- Payee Data Record Form
- (3) Letters of Support
- Proposal Checklist

*[Signature]*  
5/15/14

RECEIVED  
5/15/14  
2pm  
Hand delivered

# VOCATIONAL COACHING & DEVELOPMENT INSTITUTE, INC.

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*Enhanced Life Opportunities Through Enhanced Employment Opportunities*

May 7, 2014

Selection Committee  
Area Board 6  
2529 West March Lane  
Suite 105  
Stockton, CA 95207

Re: **State Council on Developmental Disabilities; Program Development Grant  
CYCLE 37; Project Title: "Life After Transition"**

To Whom It May Concern:

Please accept this letter from Vocational Coaching and Development Institute, Inc. as a demonstration of its intent to apply for the State Council on Developmental Disabilities; Program Development Grant CYCLE 37.

Vocational Coaching and Development Institute, Inc. (VCDI) envisions creating a subsidiary, to be named Transitional Coaching and Development Institute (TCDI), with the sole purpose of providing transitional aged individuals living with developmental disabilities pertinent and necessary information. This information will help to educate these individuals and their families navigate through transition from the educational system to adult life. TCDI will operate as an independent service in the provision of this information, discussing various potential pathways for these individuals and their families, rather than simply acting as a recruitment tool. TCDI will establish workshops at school sites, during which time various presentations will be given, participant surveys taken, and resources and information provided. Upon completion of the workshop, TCDI will follow up with the individuals, their families, the regional center, and classroom teachers regarding the outcomes of the surveys and make further recommendations as to what areas of concentration may be impactful during the transition process.

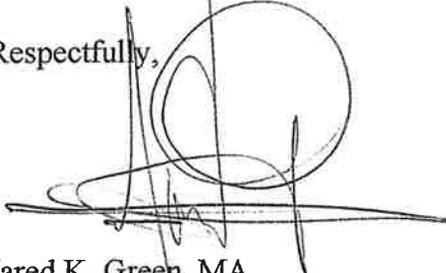
As an existing company, currently vendored through VMRC and providing services to VMRC Consumers, VCDI is capable of making purchases pursuant to the project and accepting reimbursement from the Area Board.

We have carefully read and understand all the provisions in this RFP and agree to be

---

bound by them. We fully read and reviewed the terms and conditions as stated in the State Contracting Requirements, attached to the RFP, and, that by submitting a response understands that this document represents the agreement that we will be expected to execute if we are successfully awarded a Cycle 37 CPDG from the SCDD

Respectfully,

A handwritten signature in black ink, appearing to be 'Jared K. Green', written over a horizontal line.

Jared K. Green, MA  
CEO and President

A handwritten signature in black ink, appearing to be 'Sue E. Crawford', written over a horizontal line.

Sue E. Crawford, MA  
Director and Vice President

# PROJECT DATA SHEET

## 1. Applicant Information

Application Number: <i>(Assigned by Council)</i>	
Project Name <i>(55 characters)</i> :	“Life After Transition”
Organization Name:	Vocational Coaching and Development Institute, Inc.
Organization Website:	vcdi.org
Organization Address:	1217 J. Street
Organization City/State:	Modesto, CA
Organization Zip Code:	95354
Taxpayer ID Number:	30-0550747
Project Period: <i>(Month /Day/Year)</i>	Start Date 10/1/14      End Date 9/30/15

## 2. Project Information

(Choices are: Non-profit, School District, County, Government Corporation, Tribal Government, For-profit, City / Town, State, Special or Regional Authority, State P & A Agency, University Center, or Other)

Type of Applicant:	Non-profit
State Plan Goal(s)/Objective(s)	#6 “Youth w/ DD and families get the help they need w/ trans.”

## 3. Project Funding Formula

TOTAL PROJECT COSTS	COUNCIL FUNDS	APPLICANT MATCHING FUNDS
\$22,000.00	Amount: \$20,000 Percentage: 90%	Amount: \$2,000.00 Percentage: 10%
Grant Type (Poverty or Non-Poverty)	Poverty	

## 4. Contact Information:

Name of <b>Project Director</b> :	Jared Green
Title:	CEO and President, VCDI
Telephone:	209/342.6707 (o), 209/663.8721 (c)
Fax:	209/342.6707
Email:	jgreen@vcdi.org

Check if Same as Project Director

Name of <b>Financial Officer</b> :	Sue Crawford
Title:	Program Director and Vice President, VCDI
Telephone:	209/342.6707 (o), 209/774.6344 (c)
Fax:	209/342.6707
Email:	scrawford@vcdi.org

## 5. Signatory Authority:

Check if same as Project Director

Name of <b>Organization Director</b> :	
Title:	
Telephone:	
Fax:	
Email:	
Date:	

# VOCATIONAL COACHING & DEVELOPMENT INSTITUTE, INC.

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*Enhanced Life Opportunities Through Enhanced Employment Opportunities*

**State Council on Developmental Disabilities  
Program Development Grant CYCLE 37**

**Project Title:**

**“Life After Transition”**

## **Project Narrative**

### **1. Abstract**

Vocational Coaching and Development Institute, Inc. (VCDI) envisions creating a subsidiary, to be named Transitional Coaching and Development Institute (TCDI), with the sole purpose of providing transitional aged individuals living with developmental disabilities pertinent and necessary information. This information will help to educate these individuals and their families navigate through transition from the educational system to adult life. TCDI will operate as an independent service in the provision of this information, discussing various potential pathways for these individuals and their families, rather than simply acting as a recruitment tool. TCDI will establish workshops at school sites, during which time various presentations will be given, participant surveys taken, and resources and information provided. Upon completion of the workshop, TCDI will follow up with the individuals, their families, the regional center, and classroom teachers regarding the outcomes of the surveys and make further recommendations as to what areas of concentration may be impactful during the transition process.

### **2. Qualifications**

TCDI will be supervised by VCDI Management and its Board of Directors. Currently, VCDI Management consists of:

Chief Executive Officer: Jared Green, MA  
(Counseling Psychology)  
12+ years working with Individuals with  
Developmental Disabilities

Program Director: Sue Crawford, MA  
(Behavioral Psychology)

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15+ years working with Individuals with  
Developmental Disabilities, Mental Health  
Concerns, and Dually Diagnosed

Consumer Advocacy Advisor: Cindy Mason  
37+ years working with Individuals with  
Developmental Disabilities, Mental Health  
Concerns, and Dually Diagnosed

VCDI's Board of Directors currently consist of Jared Green, MA (President & Secretary),  
Sue Crawford, MA (Vice President), as well as:

Kelsey Dibner, BA (Treasurer)  
(Special Education)  
15+ years working with Individuals with  
Developmental Disabilities, Mental Health  
Concerns, and Dually Diagnosed

Joshua Brigham, MEd (Board Member)  
10+ years as a credentialed educator  
2 years in administration

VCDI currently operates as both a fully licensed Behavioral Management Program and a  
Community Integration Day Program. VCDI is currently vendored with Valley Mountain  
Regional Center and provides services to VMRC Consumers in Stanislaus County.

VCDI anticipates that TCDI's major collaboration will occur with the Special Education  
Departments within the counties served by the Area Board 6, as well as the  
administration and special education teachers at respective schools. This is primarily due  
to the requirement of TCDI to establish potential dates for the workshops at each school.  
TCDI will also correspond with the teachers of each classroom following the evening  
workshops to make recommendations for the delivery of information, as well as follow  
up to ensure that the students have demonstrated an increased understanding and  
knowledge base regarding the transition process.

Additionally, TCDI will collaborate with service coordinators on the transition teams at  
VMRC to recommend further follow up and discussion of regional center services with  
clients, should the survey results demonstrate a need.

### **3. Methodology**

In keeping with the SCDD's State Plan Goal #6, "Youth with developmental disabilities  
and their families get the help they need when they transition to adult life," TCDI will  
operate as an independent service in the provision of pertinent and relevant information,  
discussing various potential pathways for these individuals and their families, rather than  
simply acting as a recruitment tool for a day program. TCDI will collect and compile

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information that provides explanations and descriptions of various available services ranging from basic community resources, to day program services, vocational training programs, independent living, and even advocacy groups. Simply put, TCDI will work towards increasing the overall understanding and distribution of informational resources available to individuals transitioning out of the school districts.

TCDI will be formed as a subsidiary of VCDI, with the expressed goal of providing transitional aged students with the acquisition, understanding, and utilization of resource material in an effort to better equip those students, as well as their families, with the knowledge needed to navigate the transitional process.

TCDI will begin by researching, collecting, and requesting available resource material relevant to transitioning from school to adult life in the community. These resources may include, but not be limited to: information from the regional centers; SCDD, namely the Area Board 6; Department of Rehabilitation, Department of Social Services, DRAIL, as well as day program and supported living program information, etc.

Following the collection of resource information, TCDI will begin compilation of a short publication, similar to an extended brochure or a small handbook, listing and providing short explanations of these available resources. This publication will be divided according to federal, state, county, and local public resources, regional center resources, and vendored resources. Additionally, TCDI will list local community resources offered through various non-profit groups, etc.

Also, TCDI will contract with a professional videographer to create an informational video that will be utilized as part of the workshop presentations and will be available for viewing on TCDI's website. The video will consist of presentations of explanations and anecdotes, as well as dramatized vignettes demonstrating potential aspects of adult life.

TCDI will create and maintain a website, as well. This website will provide all compiled information for easy access for individuals seeking further resources and assistance in accessing those resources.

The major component of TCDI's efforts will consist of workshops scheduled at individual school sites. These workshops will include all aforementioned materials, as well as presentations by actual VMRC Consumers, employed by TCDI to act as mentors during the transition process. These consumers may have recently completed the transition process themselves, and will therefore be sympathetic to the challenges an individual and their family may face during the process. These presentations will be in the form of both motivational and informational shorts, meant to convey concise information to those present in the audience of the workshops.

At the conclusion of each workshop, TCDI Consumers will distribute publications to those in the audience, as well as describe TCDI's Follow Up Process for which they may apply.

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For those willing to participate in the follow up process, TCDI will request the completion of a short survey to be completed on a tablet. This survey will seek to further identify the areas of need as demonstrated by the students and their families. The data will be stored confidentially upon completion of the survey. Additionally, TCDI will request the contact information of the student's family, as well as the student's VMRC Service Coordinator and their classroom teacher. TCDI will then email these three contacts with focused information relevant to the identified areas of decreased understanding, as demonstrated by the completed surveys. The emails may recommend further reading, may supply these materials and readings, or may simply be an encouragement to pursue certain directions for services after transitioning. TCDI will also schedule a follow up correspondence three months from the date of the workshop to ascertain if there has been follow-through, if there is a demonstrated increase in understanding of the process, and to inquire whether additional contact and support may be required. TCDI expects to see an *increased understanding represented by 50% of the participants of its workshops*.

TCDI will target individuals living with Developmental Disabilities or dually diagnosed individuals that are transition aged (18-24 years of age), and residing within counties represented by the Area Board 6.

According to a representative of the Area Board 6, all of the counties within the targeted project area have been identified by the Federal Government as "Poverty Areas."

TCDI will initially employ VCDI Clients, later opening potential employment to other individuals living with Developmental Disabilities. Individuals employed will be responsible for all levels of service, including, but not limited to: facilitating contact and establishing dates for the workshops, facilitating presentations at the workshops, distribution of materials, starring in the informational video, etc.

#### TCDI Employees

##### *Transition Project Coordinator*

This part-time staff, under the direction and supervision of existent VCDI Management and the Board of Directors, will be the primary support person for those VMRC Consumers employed by TCDI for the project. The primary responsibilities of this position are:

1. Under the direction of VCDI Management and the Board of Directors, coordinate and confirm workshop dates with prospective sites.
2. Scheduling and coordination of TCDI Transition Mentors for confirmed workshops.
3. Coordination of transportation or provision of transportation for Transition Mentors to and from confirmed workshops.
4. Coordination and facilitation of trainings for Transition Mentors to ensure quality and completeness of presentations and distribution of materials.

- 
5. Ensuring complete collection of survey data from each workshop; Compilation of data; Forwarding data to VCDI Management for evaluation, summarization, and dissemination to stated recipients.
  6. Scheduling and coordination of follow up correspondence with stated recipients after three months from the date of the workshop to ensure follow through and increased awareness of resources related to the transitional process; Scheduling and coordination of further meetings to provide additional assistance, if requested.

#### *Transition Mentor*

1. Under the direction of the TCDI Transition Project Coordinator, presents transition-related informational material at workshops established by TCDI.
2. Hearing and answering of questions during workshops.
3. Under the direction of the Transition Project Coordinator, act as mentors to transition students and/or their families, if requested.

#### *Potential Sub-Contractors for the Project*

Videographer (Currently Unidentified): Responsible for creating an instructional video, starring Transition Mentors.

Printer (Currently Unidentified): Responsible for printing of materials, such as handouts, etc.

Website Creator (Currently Unidentified): Responsible for the creation of a website for posting of resource material and contacting TCDI for additional assistance.

#### **4. Outcomes and Evaluations**

TCDI anticipates a demonstrated *increase in knowledge and understanding of options and resources available to transition-aged students from 50% of participants in TCDI workshops.*

As aforementioned, this data will be obtained through follow-up efforts with participants three months following each workshop.

TCDI expects to present a significant impact with transition-aged developmentally disabled students, by expanding their knowledge base and providing necessary guidance towards existing resources and options resulting in potentially enhanced future independence.

Due to the overall potential reach of the workshops, actual students to receive services from this project would simply be determined by the number of currently enrolled transition-aged students. Family members and other potential support and interdisciplinary team members would be similarly impacted by this number.

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TCDI will re-apply for grant funding, and will be supplemented by VCDI to ensure continuity of the organization. It is hopeful that TCDI will eventually receive contracts from the counties and districts, which it has impacted, to continue to provide workshops and services well into the foreseeable future.

**4100 - State Council on Developmental Disabilities  
Grant Budget Detail Sheet**

Grant Period -- October 1, 2014 through September 30, 2015  
"Life After Transition" (NCDJ)

CATEGORY OF EXPENSE	SCDD GRANT FUNDS	MATCHING FUNDS	TOTAL PROJECT COSTS
<b>DIRECT COSTS</b>			
<b>Salaries and Wages</b>			
Transition Project Coordinator	\$2,800	\$280	\$3,080
Transition Mentors	\$3,780	\$378	\$4,158
3)	\$0	\$0	\$0
4)	\$0	\$0	\$0
Subtotal Salaries and Wages	\$6,580	\$658	\$7,238
Employee Benefits	\$0	\$0	\$0
<b>Consultant / Subcontracted Services</b>			
Videographer	\$5,000	\$500	\$5,500
Web Services and Design	\$1,100	\$110	\$1,210
Survey Services (Survey Monkey)	\$250	\$25	\$275
Subtotal Consultant / Subcontracted Services	\$6,350	\$635	\$6,985
<b>Other Expenses Directly Related to the Grant</b>			
Travel	\$2,240	\$224	\$2,464
Office Supplies	\$100	\$10	\$110
Printing	\$2,000	\$200	\$2,200
Space Occupancy / Rent	\$0	\$0	\$0
Equipment	\$2,730	\$273	\$3,003
Other Costs (Specify)	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal Other Expenses	\$7,070	\$707	\$7,777
<b>TOTAL DIRECT COSTS</b>	<b>\$20,000</b>	<b>\$2,000</b>	<b>\$22,000</b>
<b>INDIRECT COSTS (Maximum 15% of grant)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL</b>	<b>\$20,000</b>	<b>\$2,000</b>	<b>\$22,000</b>

# VOCATIONAL COACHING & DEVELOPMENT INSTITUTE, INC.

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*Enhanced Life Opportunities Through Enhanced Employment Opportunities*

**State Council on Developmental Disabilities  
Program Development Grant CYCLE 37**

**Project Title:**

**“Life After Transition”**

## **Budget Description**

### Salaries

Transition Project Coordinator

Wage: \$20.00 (hr)

TCDI anticipates one (1) workshop per week during the general school year. This will correlate to approximately 28 workshops annually. In the weeks where a workshop is not scheduled the hours maybe utilized for training of presenters.

TCDI expects each workshop to last approximately two (2) hours with up to 90 minutes of travel/transportation per workshop.

This will result in an approximate cost of **\$3,080.00** annually in wages for this position to be provided by: **\$2,800.00 (PDG) and \$280.00 (match)**.

Transition Mentors

Wage: \$9.00 (hr)

TCDI anticipates one (1) workshop per week during the general school year. This will correlate to approximately 28 workshops annually. In the weeks where a workshop is not scheduled the hours maybe utilized for training of presenters.

TCDI expects each workshop to last approximately two (2) hours with up to 90 minutes of travel/transportation per workshop.

TCDI anticipates utilizing three (3) mentors per workshop. This will result in an

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approximate cost of **\$4,158.00** annually in wages for these positions to be provided by: **\$3,780.00 (PDG) and \$378.00 (match)**.

Employee Benefits

TCDI will not provide benefits to its employees. All positions are listed as part-time, hourly.

Consultant/Subcontracted Services

Videographer

Estimated based on general rate of professional video completion at approximately \$1,000.00 per minute.

TCDI anticipates the most effective and impactful duration to be approximately five (5) minutes.

This will result in an approximate cost of **\$5,500.00** provided by: **\$5,000.00 (PDG) and \$500.00 (match)**.

Web Services and Design

TCDI will utilize the domain-hosting site "Go Daddy", as VCDI relies on it for vcdi.org. The site is approximately \$10.00 annually for the domain, and \$7.00 per month for hosting services.

TCDI will utilize the contracted services of the designer of the vcdi.org website. The amount anticipated for full development is \$1,000.00.

TCDI anticipates a total cost of **\$1,210.00** for full development and maintenance of the website provided by: **\$1,100.00 (PDG) and \$110.00 (match)**.

Survey Services

TCDI will utilize the services of "Survey Monkey" for the facilitation of surveys, and for the collection, interpretation, and summarization of survey outcomes.

TCDI anticipates the cost of Survey Monkey to be approximately **\$250.00** per year, for all inclusive services, to be provided by: **\$250.00 (PDG) and \$25.00 (match)**.

Other Expenses

Travel

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Utilizing an averaged estimation of 40 miles travel distance, one way, per workshop, and a reimbursement of \$0.56 per mile, TCDI anticipates an expense of **\$2,464.00**, provided by: **\$2,240.00 (PDG) and \$224.00 (match)**.

#### Office Supplies

TCDI anticipates the purchase of various small office supplies, including, but not limited to: pens, pencils, paper tablets, staplers, paper clips, etc.

TCDI anticipates an overall expense for these items at **\$110.00** provided by: **\$100.00 (PDG) and \$10.00 (match)**.

#### Printing

Based on consultation with Dittos Printing Services, TCDI anticipates the cost of printing at approximately **\$2,200.00**, provided by **\$2,000.00 (PDG) and \$200.00 (match)**.

This will include the booklet to be distributed, brochures, and business cards.

#### Space Occupancy and Rent

TCDI will be operated out of the existing facility currently leased by VCDI. As TCDI will be a subsidiary of VCDI, TCDI will not be responsible for paying rent and utilities, etc.

#### Equipment

Acer Nexus 7" Android Tablet (X10): \$159.00 per item

Tablets will be distributed following each workshop for facilitation of the created survey through Survey Monkey.

Tablets will serve the dual purpose of ease of collection and submission of electronic surveys to the survey service, as well as demonstrate the importance and ultimate necessity of the utilization of electronic devices in life.

#### Laptop

Windows 8 Surface Pro (X1): \$749.00 per item (including attachable keyboard)

TCDI Transition Project Coordinator will utilize this device to fully coordinate each workshop, including but not limited to: facilitation of presentation, demonstration of TCDI website, emailing of resources, printing and scanning of documents at the site of the workshop, completion of timecards and expense sheets, etc.

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Portable Printer/Scanner

HP OJ 150 Mobile Wireless Color Printer with Copier (x1): \$318.88

Utilized for printing, copying, and/or scanning of documents at the site of the workshop.

Portable Multimedia Projector

Epson PowerLite 1761W Multimedia Projector

Utilized for projection of video and presentation materials at site of workshop.

The total cost for equipment is estimated at **\$3,003.00**, to be provided by: **\$2,730.00 (PDG) and \$273.00 (match)**.

Other Costs

TCDI does not anticipate any further costs towards the completion of this project at the time of application.

VOCATIONAL  
COACHING & DEVELOPMENT  
INSTITUTE, INC.

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*Enhanced Life Opportunities Through Enhanced Employment Opportunities*

May 7, 2014

Selection Committee  
Area Board 6  
2529 West March Lane  
Suite 105  
Stockton, CA 95207

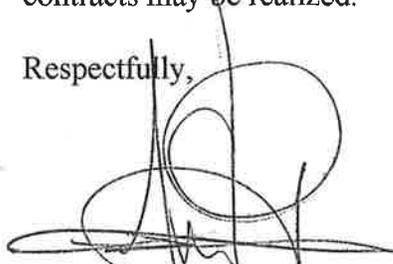
Re: **State Council on Developmental Disabilities; Program Development Grant  
CYCLE 37; Project Title: "Life After Transition"**

To Whom It May Concern:

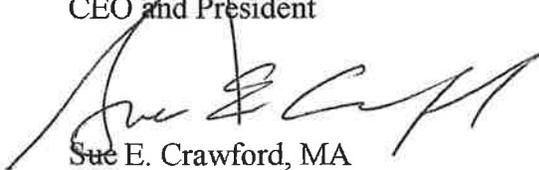
VCDI recognizes the importance of its proposed project for transition-aged students and the creation of Transitional Coaching and Development Institute and, as such, is capable and prepared to continue the funding of this project and TCDI as an agency.

VCDI will attempt, after successful demonstration, to enter into contractual agreements with local districts and counties, to eventually fund TCDI. TCDI will also research and apply for grants in line with the agencies stated goals of development. Again, as aforementioned, VCDI is prepared to maintain TCDI until such time that these grants and contracts may be realized.

Respectfully,



Jared K. Green, MA  
CEO and President



Sue E. Crawford, MA  
Director and Vice President

# VOCATIONAL COACHING & DEVELOPMENT INSTITUTE, INC.

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*Enhanced Life Opportunities Through Enhanced Employment Opportunities*

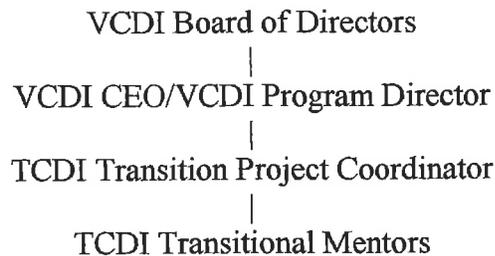
**State Council on Developmental Disabilities  
Program Development Grant CYCLE 37**

**Project Title:**

**“Life After Transition”**

**Transitional Coaching and Development Institute**

**Organizational Chart**



# VOCATIONAL COACHING & DEVELOPMENT INSTITUTE, INC.

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*Enhanced Life Opportunities Through Enhanced Employment Opportunities*

## **State Council on Developmental Disabilities Program Development Grant CYCLE 37**

### **Project Title:**

**“Life After Transition”**

### **TCDI Anticipated Position Descriptions**

#### *Transition Project Coordinator*

This part-time staff, under the direction and supervision of existent VCDI Management and the Board of Directors, will be the primary support person for those VMRC Consumers employed by TCDI for the project. The primary responsibilities of this position are:

1. Under the direction of VCDI Management and the Board of Directors, coordinate and confirm workshop dates with prospective sites.
2. Scheduling and coordination of TCDI Transition Mentors for confirmed workshops.
3. Coordination of transportation or provision of transportation for Transition Mentors to and from confirmed workshops.
4. Coordination and facilitation of trainings for Transition Mentors to ensure quality and completeness of presentations and distribution of materials.
5. Ensuring complete collection of survey data from each workshop; Compilation of data; Forwarding data to VCDI Management for evaluation, summarization, and dissemination to stated recipients.
6. Scheduling and coordination of follow up correspondence with stated recipients after three months from the date of the workshop to ensure follow through and increased awareness of resources related to the transitional process; Scheduling and coordination of further meetings to provide additional assistance, if requested.

#### *Transition Mentor*

1. Under the direction of the TCDI Transition Project Coordinator, presents transition-related informational material at workshops established by TCDI.
2. Hearing and answering of questions during workshops.

- 
3. Under the direction of the Transition Project Coordinator, act as mentors to transition students and/or their families, if requested.

VOCATIONAL  
COACHING & DEVELOPMENT  
INSTITUTE, INC.

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*Enhanced Life Opportunities Through Enhanced Employment Opportunities*

**State Council on Developmental Disabilities  
Program Development Grant CYCLE 37**

**Project Title:**

**“Life After Transition”**

**Previous Grants Awarded**

June, 2012: CPP Grant, \$80,000.00

Department of Social Services; Administered through Valley Mountain Regional Center

Brian Bennett/Carmen Hill  
Valley Mountain Regional Center  
209/473.0951



**PAYEE DATA RECORD**

STD. 204 (Rev. 6-2003) (REVERSE)

1	<p><b><u>Requirement to Complete Payee Data Record, STD. 204</u></b></p> <p>A completed Payee Data Record, STD. 204, is required for payments to all non-governmental entities and will be kept on file at each State agency. Since each State agency with which you do business must have a separate STD. 204 on file, it is possible for a payee to receive this form from various State agencies.</p> <p>Payees who do not wish to complete the STD. 204 may elect to not do business with the State. If the payee does not complete the STD. 204 and the required payee data is not otherwise provided, payment may be reduced for federal backup withholding and nonresident State income tax withholding. Amounts reported on Information Returns (1099) are in accordance with the Internal Revenue Code and the California Revenue and Taxation Code.</p>								
2	<p>Enter the payee's legal business name. Sole proprietorships must also include the owner's full name. An individual must list his/her full name. The mailing address should be the address at which the payee chooses to receive correspondence. Do not enter payment address or lock box information here.</p>								
3	<p>Check the box that corresponds to the payee business type. Check only one box. Corporations must check the box that identifies the type of corporation. The State of California requires that all parties entering into business transactions that may lead to payment(s) from the State provide their Taxpayer Identification Number (TIN). The TIN is required by the California Revenue and Taxation Code Section 18646 to facilitate tax compliance enforcement activities and the preparation of Form 1099 and other information returns as required by the Internal Revenue Code Section 6109(a).</p> <p>The TIN for individuals and sole proprietorships is the Social Security Number (SSN). Only partnerships, estates, trusts, and corporations will enter their Federal Employer Identification Number (FEIN).</p>								
4	<p><b><u>Are you a California resident or nonresident?</u></b></p> <p>A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.</p> <p>A partnership is considered a resident partnership if it has a permanent place of business in California. An estate is a resident if the decedent was a California resident at time of death. A trust is a resident if at least one trustee is a California resident.</p> <p>For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.</p> <p>Payments to all nonresidents may be subject to withholding. Nonresident payees performing services in California or receiving rent, lease, or royalty payments from property (real or personal) located in California will have 7% of their total payments withheld for State income taxes. However, no withholding is required if total payments to the payee are \$1,500 or less for the calendar year.</p> <p>For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below:</p> <table border="0"> <tr> <td>Withholding Services and Compliance Section:</td> <td>1-888-792-4900</td> <td>E-mail address:</td> <td>wscs.gen@ftb.ca.gov</td> </tr> <tr> <td>For hearing impaired with TDD, call:</td> <td>1-800-822-6268</td> <td>Website:</td> <td>www.ftb.ca.gov</td> </tr> </table>	Withholding Services and Compliance Section:	1-888-792-4900	E-mail address:	wscs.gen@ftb.ca.gov	For hearing impaired with TDD, call:	1-800-822-6268	Website:	www.ftb.ca.gov
Withholding Services and Compliance Section:	1-888-792-4900	E-mail address:	wscs.gen@ftb.ca.gov						
For hearing impaired with TDD, call:	1-800-822-6268	Website:	www.ftb.ca.gov						
5	<p>Provide the name, title, signature, and telephone number of the individual completing this form. Provide the date the form was completed.</p>								
6	<p>This section must be completed by the State agency requesting the STD. 204.</p>								
	<p><b><u>Privacy Statement</u></b></p> <p>Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, State, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it.</p> <p>It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and State law imposes noncompliance penalties of up to \$20,000.</p> <p>You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the State agency(ies) with which you transact that business.</p> <p>All questions should be referred to the requesting State agency listed on the bottom front of this form.</p>								

 **AUTISM SOCIETY**  
*Improving the Lives of All Affected by Autism*  
*Coachella Valley*

77-564 Country Club Drive, Bldg. B-363, Palm Desert, CA. 92211  
760-772-1000 [www.cvasa.org](http://www.cvasa.org)

May 8, 2014

Dear Sir/Madam,

As the Affiliate Administrator of the Autism Society of America, Coachella Valley also known as the Coachella Valley Autism Society of America (CVASA, [www.cvasa.org](http://www.cvasa.org)) I am writing this Letter of Support for the Vocational Coaching and Development Institute, Inc.

The Coachella Valley Autism Society of America, (CVASA), was formed in 1998 by a group of dedicated parents to provide support and information for families of persons with autism in the Coachella Valley. Our membership has grown from those few to over 1000 families throughout the desert. In addition to our membership we maintain an active mailing list of nearly 800 people including an e-mail list of over 1500. Our membership includes professionals who work directly with children with autism, including teachers, therapists and various social service agencies. CVASA not only serves these families and professionals directly, we also ensure that our services are available to anyone regardless of membership or affiliation with CVASA.

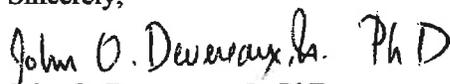
Having this background and organizational principles, we believe and support in VCDI-Vocational Coaching and Development Institute, Inc. mission which involves educating, preparing, guiding and assisting the willing individual in attaining their personal goals as they relate to independence, employment and success as citizens of their respective communities.

The parallel of our mission and services are very compatible with that of VCDI, Inc.

Specific to programs/services, SELF ADVOCACY and COMMUNITY INTEGRATION offered by VCDI, Inc. are critical components for assisting individuals with developmental disabilities. We have young adults and adults who have diagnosis with ASD-Autism Spectrum Disorders and will need these types of support. Not only clients will make informed choices and enhances their ability to communicate but also improve their self-esteem and self-worth. Clients with developmental disabilities will continue to grow, technology will have ongoing changes, and societal issues continue to evolve. As an organization providing services with children, young adult, and adult with Autism Spectrum Disorders will need these support to cope with many changes in the community. Most important though, the target program for the grant "Transitional Coaching and Development Institute" is not only well thought out but will benefit the target population "transitional students" with a service that is much needed. Truly is an evidenced-based approach that the positive outcomes will be highly measurable.

We highly recommend that Vocational Coaching and Development Institute, Inc. be awarded with the grant they are applying for. For additional information, please feel free to contact me at 760-772-1000 or my email address, [johnd@cvasa.org](mailto:johnd@cvasa.org) . Thank you.

Sincerely,

  
John O. Devereaux, Jr. PhD



Jason Messer, District Superintendent

May 12, 2014

To Whom It May Concern:

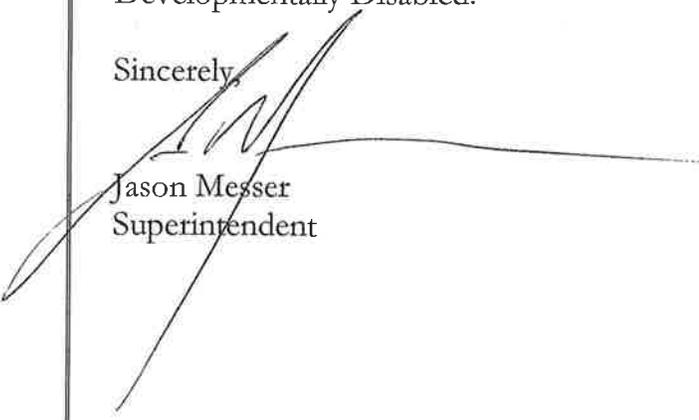
It is with great pleasure that I write this letter of support on behalf of Vocational Coaching and Development Institute, Inc. regarding their efforts in forming a subsidiary to be known as Transitional Coaching and Development Institute. It is my understanding that the formation of this undertaking is in response to a Request for Proposals sponsored by the State Council on Developmental Disabilities and administered through the Area Board 6.

I have known the President and CEO of VCDI, Mr. Jared Green, for many years and truly feel confident that he is knowledgeable in the field. I am a big fan of his agency and what he and his partners are trying to accomplish with Developmentally Disabled Adults.

As the Area Board well knows, our students completing school have many choices to make regarding the path toward their future. Unfortunately, many of the students and their families have a limited knowledge and understanding of resources available, thus limiting their ability to make informed choices. After discussion with VCDI regarding their ideas for the project, as well as reviewing their project narrative, I know that this project, if funded, will have significant impact in the lives of many of our students and their families.

Please feel free to contact me if you would like to further discuss why I have chosen to support this incredible agency in their efforts to make a lasting impact in the lives of the Developmentally Disabled.

Sincerely,



Jason Messer  
Superintendent



The Community Compass

May 14, 2014

To Whom It May Concern:

Please accept this letter of recommendation in support of Vocational Coaching and Development Institute, Inc. and their application for this annual period's Area Board 6 Grant

I have known Cindy Mason, Consumer Advocacy Advisor at VCDI, for many years and am confident in her ability to understand and work with the intellectually disabled. VCDI's stated goal is to not only enhance the employability of consumers but to increase their overall independence and better their lives.

In the day program environment, I have seen many young adults coming out of the school districts with limited knowledge of the potential resources available to them. In discussing the project VCDI will be implementing through the grant, I was impressed by its potential to address the needs and concerns of this population.

Please feel free to contact me if you have any further questions or concerns regarding this organization.

Respectfully,

Richard Skidmore  
Program Director



RECEIVED MAY 12 2014



# GET SAFE

P r e p a r e - R e s p o n d - E m p o w e r

State Council On Developmental Disabilities  
 1507 21<sup>st</sup> Street, Suite 210  
 Sacramento, CA 95811

May 2<sup>nd</sup>, 2014

Dear Area Board 7,

Get Safe is pleased to present this proposal for your review. We look forward to partnering with you to provide first responders and consumers with the tools necessary to identify, prevent, and positively respond to potentially abusive situations for persons with developmental disabilities through education, practical scenario role plays and advocacy for the rights and legal options for consumers in need of victim services called *Get Safe's First Responder Training: Enhancing Your Ability to Effectively Respond to Persons with Developmental Disabilities*. This program will provide trainings for consumers and First Responders training sessions (local law enforcement, criminal justice professionals, parents and care providers, and other public safety agencies and first responders), focusing on preventing any/all forms of abuse while also providing tools, materials, and strategies for effective intervention and communication with persons with disabilities.

Get Safe has had previous success in bringing similar programs to communities throughout the state of California, and is financially capable of supporting the project until such time as invoices are submitted and reimbursement is received.

We have carefully read and understand all the provisions in the RFP and agree to be bound by them. We fully read and reviewed the terms and conditions as stated in the State Contracting Requirements, attached to the RFP, and, that by submitting a response, understand that this document represents the agreement that we will be expected to execute if we are successfully awarded a Cycle 37 CPDG from the SCDD.

Thank you,

  
 Stuart Haskin  
 Executive Director, GetSafe™  
[stuart@GetSafeUSA.com](mailto:stuart@GetSafeUSA.com)  
 714 834-0050 x.105

**Prepare - Respond - Empower**  
 (714) 834-0050 | [www.GETSAFEUSA.com](http://www.GETSAFEUSA.com) | [info@getsafeusa.com](mailto:info@getsafeusa.com)  
 3053 Edinger Avenue Tustin, CA 92780

C7-37-01-01

# PROJECT DATA SHEET

## 1. Applicant Information

Project Number: <i>(Assigned by Council)</i>	
Application Number: <i>(Assigned by Council)</i>	
Project Name <i>(55 characters)</i> :	Get Safe's First Responder Training
Organization Name:	Project Get Safe
Organization Website:	www.GetSafeUSA.com
Organization Address:	3053 Edinger Avenue
Organization City/State:	Tustin, CA
Organization Zip Code:	92780
Taxpayer ID Number:	33-0772477
Project Period: <i>(Month /Day/Year)</i>	Start Date 10/1/2014   End Date 9/30/2015
Council Member: <i>(Assigned by Council)</i>	
Council Staff: <i>(Assigned by Council)</i>	

## 2. Project Information

*(Choices are: Non-profit, School District, County, Government Corporation, Tribal Government, For-profit, City / Town, State, Special or Regional Authority, State P & A Agency, University Center, or Other)*

Type of Applicant:	Non-Profit
Type of Project: <i>(Assigned by Council)</i>	

## 3. Project Funding Formula

TOTAL PROJECT COSTS	COUNCIL FUNDS	APPLICANT MATCHING FUNDS
\$26,619.00	Amount: \$19,964.00 Percentage: 75.00%	Amount: \$6,655.00 Percentage: 25.00%
Grant Type (Poverty or Non-Poverty)	Non-Poverty Area	

## 4. Contact Information:

Name of Project Director:	Stuart Haskin
Title:	Executive Director
Telephone:	(714) 834-0050
Fax:	(714) 834-0070
Email:	stuart@getsafeusa.com

Check if Same as Project Director

Name of Financial Officer:	Stuart Haskin
Title:	Executive Director
Telephone:	(714) 834-0050
Fax:	(714) 834-0070
Email:	stuart@getsafeusa.com

## 5. Signatory Authority:

Check if same as Project Director

Name of Organization Director:	Stuart Haskin
Title:	Executive Director
Telephone:	(714) 834-0050
Fax:	(714) 834-0070
Email:	stuart@getsafeusa.com
Date:	05/02/2014

## PROJECT DATA SHEET

### 1. Applicant Information

Application Number: <i>(Assigned by Council)</i>	
Project Name <i>(55 characters)</i> :	Get Safe's First Responder Training
Organization Name:	Project Get Safe
Organization Website:	<a href="http://www.GetSafeUSA.com">www.GetSafeUSA.com</a>
Organization Address:	3053 Edinger Avenue
Organization City/State:	Tustin, CA
Organization Zip Code:	92780
Taxpayer ID Number:	33-0772477
Project Period: <i>(Month /Day/Year)</i>	Start Date 10/01/2014   End Date 09/30/2015

### 2. Project Information

*(Choices are: Non-profit, School District, County, Government Corporation, Tribal Government, For-profit, City / Town, State, Special or Regional Authority, State P & A Agency, University Center, or Other)*

Type of Applicant:	Non-Profit
State Plan Goal(s)/Objective(s)	Goal #4

### 3. Project Funding Formula

TOTAL PROJECT COSTS	COUNCIL FUNDS	APPLICANT MATCHING FUNDS
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Name of <b>Organization Director</b> :	Stuart Haskin
Title:	Executive Director
Telephone:	(714) 834-0050 x.105
Fax:	(714) 834-0070
Email:	<a href="mailto:stuart@getsafeusa.com">stuart@getsafeusa.com</a>
Date:	06/26/2014

**Get Safe's First Responder Training: Enhancing Your Ability to Effectively Respond to Persons with Developmental Disabilities**

**ABSTRACT**

For the past 15 years, Get Safe has successfully worked with Regional Centers and Area Boards throughout California to create collaborative partnerships between communities and the agencies that provide services for persons with developmental disabilities through its safety education, self-advocacy forums, and diversity-awareness trainings. Based on experience interacting with and listening to the expressed needs of consumers and their families, services providers, and first responders, Get Safe has developed a First Responder Training that effectively protects and assists individuals with a developmental disability within the community. People with developmental disabilities may be misunderstood when interacting with law enforcement, community helpers, or when navigating the legal system. The goal of Get Safe's First Responder Training Program is to provide proven techniques and tools to help first responders and other professionals more effectively recognize and successfully assist persons with developmental disabilities, especially in emergency situations. Get Safe's view of a "First Responder" is not strictly represented by a professional title, but instead, the first person to respond to an emergency situation. Get Safe proposes conducting seven (7), 90-minute trainings for traditional first responders (i.e. police officers, EMT, & fire personnel), and any other service professional, community member, care giver, family member, and/or potential bystander that may have contact with an individual with a developmental disability. The priority of Get Safe's First Responder Training is to educate and train first responders to more effectively communicate and safely assist individuals with a developmental disability while honoring these individuals' rights to safely navigate and contribute to their community.

**QUALIFICATIONS**

Since 1993, Get Safe has assisted and helped to protect individuals with developmental disabilities by educating professionals, community helpers, care givers, and family members on the importance of these individuals' personal safety and rights. Get Safe has experience working with six Regional Centers and five Area Boards in California and has taught more than 100,000 individuals, including individuals with a developmental disability, as well as first responders, educators, caregivers, judicial members, and family members. In addition to working for state agencies, Get Safe has experience working in high-risk facilities, such as jails, hospitals, and lock down facilities. Stuart Haskin, the founder and Director of Get Safe, has more than 30 years of experience working in the field of safety. He is a sought after speaker on the topic of safety and is the author of numerous articles and his book, The Gift of Freedom: A Stronger, Safer You. His experience includes fourteen years as a Reserve Deputy with the Orange County Sheriff's Department and more than 30 years of experience in martial arts. Stuart oversees the selection and training of each Get Safe staff member. On average, each Get Safe trainer has 15 years of experience teaching either individuals with a developmental disability or educating individuals on the needs of this population. All of Get Safe's trainers have an undergraduate college degree, 50% have graduate degrees, and current certifications in CPR, State Crisis Intervention and Sexual Assault, and Domestic Violence Advocacy. Get Safe has also hosted 10 conferences to assist the quality of life for individuals with a developmental disability by focusing on the topics of self-advocacy, legal updates, leadership, housing, and transportation. The audience for these conferences included individuals living with a developmental disability, professionals,

## Get Safe's First Responder Training: Enhancing Your Ability to Effectively Respond to Persons with Developmental Disabilities

caregivers, and family members who could benefit from Get Safe's experience, teachings, and insights. Lastly, Get Safe has been approved for a POST (Peace Officer Standards and Training) Certified Class through the Orange County Sheriff's Department.

### METHODOLOGY

#### *A. Overview of Project Activities*

The goal of Get Safe's First Responder Training Program is to provide highly targeted information, techniques, and tools to help first responders and other professionals more effectively recognize and work with persons with developmental disabilities, especially in emergency situations. The approach that Get Safe is proposing will provide outreach and training to traditional first responders (i.e. police officers, EMT & fire personnel, district attorneys, criminal justice professionals, doctors, etc.) and any other service professionals (i.e. city employees, community members, etc.) that may have contact with a victim or potential victim.

*First Responder Training Sessions.* Get Safe will conduct seven (7) First Responder Training (FRT) sessions conducted as 90-minute presentations. All trainings offered will be delivered as field services within Monterey, San Benito, Santa Clara, and Santa Cruz counties, as served by Area Board 7. Details regarding the logistics of training locations and scheduling will be made in conjunction with Area Board 7 and the participating first responder agencies. The specialized training will include communication techniques and appropriate response options for situations in which individuals with disabilities may have experienced abuse or exploitation, through hands-on, scenario based methods. Each FRT session includes:

- **Pre and Post Testing** — Data currently shows a 60% increase in retained critical information, post-Get Safe training.
- **Interactive Exercises and Training Techniques** – An engaging, entertaining and impactful approach to delivering the tools, awareness and empowerment needed to recognize and work more effectively with this at-risk population.
- **Understanding Sensory Response Mechanisms** – Proven techniques and exercises help first responders understand the sensory responses persons with disabilities may have in emergency situations, including visual, aural and tactile.
- **Experiential DVD** – An innovative DVD provides real-world examples of how those with disabilities experience emergency situations and outlines effective response techniques for first responders.
- **Training Materials** – A comprehensive reference guide to help serve individuals with a developmental disability for use after trainings and to be used in the field.
- **Myths & Misinformation** - Get Safe will invalidate common misconceptions about dealing with victims of abuse or perpetrators who have disabilities through education and awareness.
- **Advocacy & Prevention Topics**
  - Interactions with Law Enforcement

**Get Safe's First Responder Training: Enhancing Your Ability to Effectively Respond to Persons with Developmental Disabilities**

- Education and Awareness
- Community Resources
- Proper Modeling Behaviors

Training Registration. Get Safe will develop and produce promotional and registration materials for all trainings. Participants will have the option of online/email or phone-in RSVP to register for a training session. Training and registration materials will be submitted to Area Board staff in addition to the outreach that Get Safe will facilitate with local first responding agencies. As part of the registration check-in process on the morning of the training session, Get Safe will provide participants with a:

- nametag
- information program booklet
- handouts

Registration deadline for any given training session should be set as 1 week prior to the scheduled event, to allow for the production of sufficient information programs and resource handouts.

Training Locations. Under the guidance of Area Board, Get Safe will reach out to different community facilities to host trainings. For example, in the past, agencies that have hosted trainings have been law enforcement agencies, district attorney offices, theme parks, city halls, and community centers.

Flexibility. Should Area Board determine that additional service personnel would be appropriate to receive training (other than those outlined in this proposal) or have specific topics of interest that they would like to see addressed, Get Safe always incorporates a level of flexibility and customization to every training to best meet the needs of that specific group.

***B. Relevance to the Council's Mission***

This project is in direct accordance with Goal #4 of the State Plan to increase the knowledge and awareness of the needs and challenges that persons with disabilities face in public safety agencies, other first responders, and the justice system. Education and training is a vital preventative measure for individuals with a developmental disability, so they will not be misunderstood by law enforcement and community helpers. Persons with developmental disabilities can get lost in the legal system—whether as victims or perpetrators of crime—more often than individuals without disabilities<sup>1</sup>, mainly because some “invisible” disabilities such as Autism Spectrum Disorders can be difficult to identify by first responders and other professionals involved in the criminal justice system.

***C. Target Population***

Get Safe knows that many interactions with law enforcement can escalate because of the lack of training and knowledge available to professional first responders about individuals with a

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<sup>1</sup> Sobsey, D. (1994). Violence and abuse in the lives of people with disabilities. Baltimore: Paul H. Brookes Publishing Co.

## Get Safe's First Responder Training: Enhancing Your Ability to Effectively Respond to Persons with Developmental Disabilities

developmental disability. As recent as Tuesday, May 1, 2014, United States Senator Dick Durbin called and chaired a hearing for the Senate Judiciary Subcommittee on the Constitution, Civil Rights, and Human Rights to address the need to train law enforcement on how to better interact with individuals with a developmental disability<sup>2</sup>. Senator Durbin is quoted saying, "Due to inadequate mental health and social services, police officers have become the first responders for disabled individuals in crisis."<sup>3</sup> Educating law enforcement and giving them more tools to effectively identify, understand, and communicate with this population, potential misunderstandings and volatile scenarios can be deescalated. First responders might not recognize that a person has a disability that causes certain behavioral conditions, such as:

- sensory sensitivity/sensory processing disorder
- inability to communicate (non-verbal)
- inability to make/maintain eye contact
- difficulty processing information

This can result in escalated, potentially dangerous situations for both parties. For instance, in 2008, Salinas police shot and killed a 45-year-old woman with epilepsy while she was experiencing a seizure because she struggled to comply with their commands and appeared physically violent. Given recent reports highlighting negative and violent encounters between law enforcement and individuals with developmental disabilities, it is evident that law enforcement agencies, EMT, fire, hospital, and other emergency personnel can benefit from training that strengthens their ability to understand, identify, and communicate with persons with disabilities.

Get Safe's view of a "First Responder" is not strictly represented by a professional title, but instead, the first person to respond to an emergency situation. Therefore, Get Safe believes that training should extend beyond the following traditional first responders:

- police officers
- EMT's
- fire personnel
- doctors/nurses
- judicial employees

A first responder can also include individuals in the community who are the first present to respond, such as, but not limited to the following:

- city employees
- theme park employees
- retail employees
- care givers
- family members
- bystanders

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<sup>2</sup> Fritze, John. (2014). *At Congressional Hearing, Disability Training Urged for Police*. Retrieved from <http://www.disabilityscoop.com/2014/05/01/at-congressional-police/19326/>.

<sup>3</sup> American Association of People with Disabilities. (2014). *Senate Discusses Law Enforcement and People with Disabilities* [Press release]. Retrieved from <http://aapd.com/resources/press-room/press-releases/senate-discusses-law.html>.

**Get Safe's First Responder Training: Enhancing Your Ability to Effectively Respond to Persons with Developmental Disabilities**

By learning how to more effectively communicate with an individual with a developmental disability, all first responders can make better decisions as to whether a person's demeanor, behavior, and circumstances warrant law enforcement or health/social services intervention.

***D. Poverty vs. Non-Poverty Areas***

Get Safe will provide services within counties served by Area Board 7. Geographically, Area Board 7's catchment does not include counties federally identified as poverty areas. Therefore, the project is not likely to include individuals in federally identified poverty areas. However, Get Safe stands ready to accommodate any modifications of inclusion criteria.

***E. Role of People with Developmental Disabilities***

The direct input of consumers has been incorporated into Get Safe's training curricula, as well as including a peer-educator from the developmentally disabled community to share their experiences and insight. This component will not only ensure that the needs and experiences of persons with disabilities are accurate, but will also afford participants a unique first-hand perspective from a respected member of the persons with disabilities community. Get Safe will also work in conjunction with Area Board members to identify agencies that would be best served by the training and will assist in the facilitation of continual and positive relationships with those participating agencies. Get Safe will rely on Area Board assistance to disseminate the supplemental materials through their website and other relevant outlets. Continual contact with Area Board 7 members will also ensure that the program is effectively meeting the needs and concerns of the community, and will also be a determining factor in the success and overall evaluation of the project.

***F. Staff Functions***

Get Safe has created an integrated model of training and support staff to facilitate:

- scheduling
- documentation
- managements
- effective execution of contracted services

The support staff will also relieve training personnel from general administrative burdens and enable them to focus on the immediate on-site training operations, while corporate staff will provide support activities, including:

- budget administration
- records management
- personnel administration
- cost accounting
- other services necessary to administer a full-service program

Get Safe's corporate staff, located in Orange County, California, is available to assist the proposed Training Program project by providing a full array of human resources, administrative and management activities. Corporate HR staff will be responsible for the selection and on-boarding of all Get Safe employees assigned to the Training Program project.

**Get Safe's First Responder Training: Enhancing Your Ability to Effectively Respond to Persons with Developmental Disabilities**

*Program Director*

The program director will provide direct oversight of the project:

- locating and securing training venues
- advertising and coordinating registration
- scheduling training sessions
- organizing and supervising the program in accordance with the established policies and objectives
- assessing needs
- making recommendations
- managing the implementation training services
- establishing dialog with community agencies and resources
- fulfilling project objectives and training outcomes
- maintaining project-related records
- supervising assigned staff
- presenting internal quality assessment results to Senior Management at headquarters
- identifying barriers in completing program objectives
- submitting documentation on actions taken to overcome such barriers to Senior Management

*Administrative Assistant*

Working under the supervision of the Program Director, the Administrative Assistant will oversee and manage the following:

- all project-related administrative tasks and documentation as assigned by the Program Director
- maintain master calendar/schedule of trainings and monitor inventory training materials
- create, modify, and maintain documents and materials such as training promotional and registration materials, formal correspondence, and training information programs and resource handouts

*Training Coordinator*

Working under the supervision of the Program Director, the Training Coordinator's responsibilities will include the following:

- ensure all curriculum is properly implemented to reach training objectives
- assist with training enhancements
- present community information, including program updates and resources
- communicate and track program evaluation data completed by Training Specialists

*Training Specialists*

The responsibilities of the Training Specialists will include the following:

- present safety awareness
- present education training information to diverse audiences (including youth, adults, and persons with developmental disabilities)

**Get Safe's First Responder Training: Enhancing Your Ability to Effectively Respond to Persons with Developmental Disabilities**

- follow all policies and procedures established by Get Safe
- travel to designated training locations, as assigned by the Program Director
- submit training reports on each training session, with details on attendance, issues encountered, and suggestions for improvement to the Program Director

**OUTCOMES & EVALUATION**

***A. Expected Outcomes***

At the completion of the proposed project, Get Safe will have achieved effective and successful transfer of knowledge of its curriculum to participating community professionals. Final outcomes of the project include:

- Educating agencies by providing tools and resources to better serve, communicate, and advocate for/with individuals with a developmental disability
- Facilitate new collaborative partnerships between Area Board and community agencies
- Dispel misconceptions about persons with disabilities, particularly as they relate to the victim/perpetrator's ability to stand trial

***B. Outcome Evaluations***

Get Safe's outcome evaluations include the following:

1. Get Safe's pre and post tests that consist of multiple questions measuring the before and after understanding of the subject matter.
2. A program evaluation will be given to each training participant to allow requests for additional information, as well as helping Get Safe to improve its curriculum.
3. Follow-up with an organization and their participants via e-mail and/or phone call on a quarterly basis.

***C. Expected Number of People Served***

Each training session can accommodate 40-200 participants.

- up to 1,400 family members, professionals, traditional and community first responders served across the 7 first responder training sessions

Continuation of Activities after Project Completion. Get Safe has ongoing relationships with local Area Boards and Regional Centers throughout California. As this subject matter is of high relevance and a critical focus for many agencies and advocacy groups, Get Safe is continuing to pursue a variety of grants and funding sources that would allow for the continuation and enhancement of the program. At the very least, this project will build self-perpetuating awareness within the communities of interest described herein and encourage on-going circulation of this critical information.

***Duplicate Submissions***

A version of this proposal has been submitted to Area Boards 1, 4, 6, 10, 11, and 13.

**Get Safe's First Responder Training: Enhancing Your Ability to Effectively  
Respond to Persons with Developmental Disabilities**

*Flexibility: In the past, Get Safe has been flexible to adjust award amounts to what the Area Board has granted. For example, if the Area Board has decided to award two different agencies, Get Safe has been willing to work with the desire/needs of the Area Board and adjust our proposal amount awarded.*

**4100 - State Council on Developmental Disabilities  
Grant Budget Detail Sheet**

Grant Period -- October 1, 2014 through September 30, 2015

CATEGORY OF EXPENSE	SCDD GRANT FUNDS	MATCHING FUNDS	TOTAL PROJECT COSTS
<b>DIRECT COSTS</b>			
<b>Salaries and Wages</b>			
1) Program Director	\$3,600	\$1,000	\$4,600
2) Training Coordinator	\$3,100	\$1,000	\$4,100
3) Training Specialist	\$2,900	\$1,000	\$3,900
4) Administrative Assistant	\$1,700	\$500	\$2,200
Subtotal Salaries and Wages	\$11,300	\$3,500	\$14,800
<b>Employee Benefits</b>	\$2,260	\$575	\$2,835
<b>Consultant / Subcontracted Services</b>			
1)		\$0	\$0
2)	\$0	\$0	\$0
3)	\$0	\$0	\$0
Subtotal Consultant / Subcontracted Services	\$0	\$0	\$0
<b>Other Expenses Directly Related to the Grant</b>			
Travel	\$2,600	\$1,500	\$4,100
Office Supplies	\$0	\$0	\$0
Printing	\$0	\$0	\$0
Space Occupancy / Rent	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Other Costs (Specify)	\$0	\$0	\$0
Training Materials	\$1,200	\$380	\$1,580
	\$0	\$0	\$0
Subtotal Other Expenses	\$3,800	\$1,880	\$5,680
<b>TOTAL DIRECT COSTS</b>	<b>\$17,360</b>	<b>\$5,955</b>	<b>\$23,315</b>
<b>INDIRECT COSTS (Maximum 15% of grant)</b>	<b>\$2,604</b>	<b>\$700</b>	<b>\$3,304</b>
<b>TOTAL</b>	<b>\$19,964</b>	<b>\$6,655</b>	<b>\$26,619</b>

07-37-01-10



# GET SAFE

Prepare - Respond - Empower

State Council On Developmental Disabilities  
1507 21<sup>st</sup> Street, Suite 210  
Sacramento, CA 95811

May 2<sup>nd</sup>, 2014

RE: Continuation of Funding

Get Safe has ongoing relationships with local Area Boards and Regional Centers throughout California. As this subject matter is of high relevance and a critical focus for many agencies and advocacy groups, Get Safe is continuing to pursue a variety of funding sources that would allow for the continuation, and enhancement, of the program. At the very least, this project will build self-perpetuating awareness within the communities of interest described herein and encourage on-going circulation of this critical information. A continuation of funding plan will be crafted, should the need arise.

Thank you,

A handwritten signature in black ink, appearing to read 'Stuart Haskin', written over a horizontal line.

Stuart Haskin  
Executive Director, GetSafe™  
[stuart@GetSafeUSA.com](mailto:stuart@GetSafeUSA.com)  
714 834-0050 x.105

**Prepare - Respond - Empower**  
(714) 834-0050 | [www.GETSAFEUSA.com](http://www.GETSAFEUSA.com) | [info@getsafeusa.com](mailto:info@getsafeusa.com)  
3053 Edinger Avenue Tustin, CA 92780

07-37-01-11

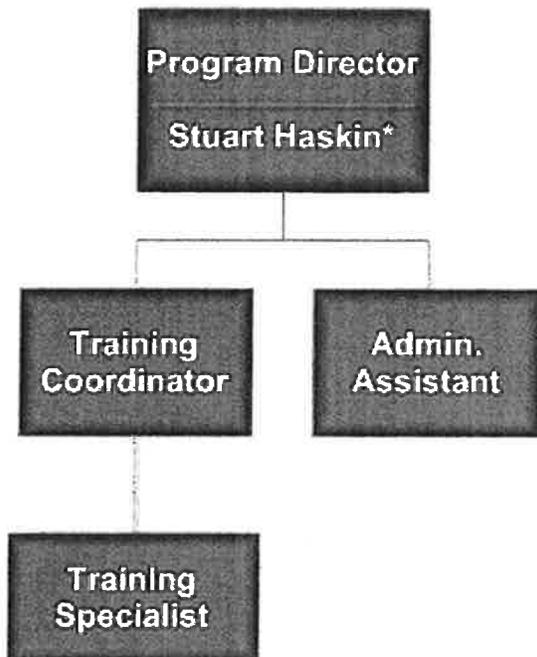


## Organizational Chart

### Use of Personnel

Get Safe has created an integrated model for support staff and infrastructure to facilitate the scheduling, documentation, and effective management of contracted services. As an organization providing education, training and empowerment to a diversity of populations, Get Safe utilizes proven processes, procedures, and metrics against which personal and professional progress can be measured, within a clearly defined structure for orientation, training, and certification. In addition, corporate staff, located in Orange County, California, is available to assist by providing a full array of human resources, administrative, and management activities. To relieve on-site personnel from general administrative burdens and enable them to focus on the immediate on-site training operations, corporate staff will provide support activities, including budget and records management, personnel administration, cost accounting, and other services necessary to administer a full-service program. Corporate staff will be responsible for the selection and on-boarding of all Get Safe employees assigned to the program.

### Organizational Chart



*\*Bio/resume include for identified project staff.*

**APPROVED VENDOR FOR ALL**

**21**  
REGIONAL CENTERS

**ONGOING SERVICES SINCE 2007**

Inland  
Orange County  
Westside  
Harbor  
Lanterman

**PROVIDES SERVICES TO 50,000+**  
persons with developmental disabilities, their caregivers, and professional staff

↑ = 1,000

**ONGOING SERVICES SINCE 2011:**  
Area Boards 9, 10, 11, 12, 13

**Stuart Haskin**  
**Founder and Executive Director GET SAFE™**

Stuart Haskin is the founder of **GET SAFE**, an organization dedicated to teaching personal safety, awareness and self-defense in a fun and relaxed environment. With his unique blend of humor, martial arts, and counseling experience, Stuart has been able to reach tens-of-thousands of people of all ages and backgrounds with his fundamental message of "living life without fear." His students include law enforcement professionals, survivors of violent sexual and physical assaults, as well as children, adults, seniors and persons with developmental disabilities. Stuart continues to reach people through his book, *The Gift of Freedom: Strong Safer You*, his entertaining and informative guide to living life without fear. Chock-full of helpful tips, anecdotes and real-life stories, Stuart's book has made a real-world difference in the lives of his students and readers.

Stuart's credentials include:

- Orange County Sheriff Sergeant Reserve Deputy
- State Certified Sexual Assault Victim and Domestic Violence Counselor
- Dispute Resolution Services Counselor
- California Department of Justice Dignitary Protection
- Member California Crime Prevention Officers' Association (CCPOA)
- Drug Awareness Resistance Education (DARE) Program Lecturer
- Substance Abuse Narcotics Education (SANE) Program Lecturer
- Policy Member, Violence Prevention Coalition of Orange County.
- Bachelor of Arts, California State University Fullerton
- Adult and Senior Educator for the North Orange County School District
- Member of State Special Populations Assessment Team (SPAT)
- Certified F.B.I defensive tactics trainer
- Completed F.B.I Hostage Negotiation Training

Stuart has also been a regular contributor to various periodicals on the subjects of personal safety, empowerment and self-defense.

Stuart has been under the tutelage of Grandmaster Cheng Y.M. for over 20 years, studying Northern Shao-lin Long Fist, Praying Mantis, Yang (short and long) and Chen (Tai-chi) style martial arts systems. He is a registered black belt in the United States, China, Japan, and Korea.

Stuart's additional martial arts accomplishments are as follows:

- A fourth degree black belt in Northern Shao-lin Kung Fu
- A fourth degree black belt in Hapkido
- A third degree black belt in the Tae Kwon Do World Federation
- A first degree black belt in the United States Judo Federation
- Certified in Krav Maga Defensive Tactics for Law Enforcement

*Previous Grants/Awards*

<b>FY 2012- 2013 PREVIOUS GRANTS/AWARDS</b>			
<b>Project</b>	<b>Funding Source</b>	<b>Contact Person</b>	<b>Amount</b>
Get Safe's First Responder Training	AB - 10	Christofer Arroyo, Acting Executive Director 818) 543-4631	\$20,000.00
Get Safe's Self-Advocacy Group Leadership Boot Camp: Leading Self, Leading Others	AB - 11	Susan Eastman, Executive Director 714) 558-4404	\$13,067.00
Get Safe's Home Ownership for Persons with Developmental Disabilities, Made Easy	AB - 12	Vicki Smith, Executive Director 909) 890-1259	\$20,000.00
Get Safe's Stronger, Safer Persons With Developmental Disabilities Group Training Program	Orange County Regional Center	Jack Stanton, Manager Consumer & Community Resources 714) 796-5308	\$163,500.00
Get Safe's Stronger, Safer Persons With Developmental Disabilities Group Training Program	Westside Regional Center	Mary-Lou Stusser, Director of Community Services 310) 258-4042	\$7,805.00
<b>FY 2013- 2014 PREVIOUS GRANTS/AWARDS</b>			
<b>Project</b>	<b>Funding Source</b>	<b>Contact Person</b>	<b>Amount</b>
Get Safe's Self-Advocacy & Leadership Program: Leading Self, Leading Others	AB - 12	Vicki Smith, Executive Director 909) 890-1259	\$10,000.00
Get Safe's First Responder Training	AB - 13	Mary Ellen Stives, Executive Director 619) 688-3323	\$10,000.00
Get Safe's Stronger, Safer Persons With Developmental Disabilities Group Training Program	Orange County Regional Center	Jack Stanton, Manager Consumer & Community Resources 714) 796-5308	\$163,500.00
Get Safe's Stronger, Safer Persons With Developmental Disabilities Group Training Program	Westside Regional Center	Mary-Lou Stusser, Director of Community Services 310) 258-4042	\$7,805.00

07-31-01-14

**PAYEE DATA RECORD**

(Required when receiving payment from the State of California in lieu of IRS W-9)  
 STD 204 (Rev 6-2003)

**1 INSTRUCTIONS:** Complete all information on this form. Sign, date, and return to the State agency (department/office) address shown at the bottom of this page. Prompt return of this **fully completed** form will prevent delays when processing payments. Information provided in this form will be used by State agencies to prepare Information Returns (1099). See reverse side for more information and Privacy Statement.  
**NOTE:** Governmental entities, federal, State, and local (including school districts), are not required to submit this form.

**2 PAYEE'S LEGAL BUSINESS NAME** (Type or Print)  
 GET SAFE

**SOLE PROPRIETOR - ENTER NAME AS SHOWN ON SSN** (Last, First, M.I.) **E-MAIL ADDRESS**  
 \_\_\_\_\_ stuart@getsafeusa.com

<b>MAILING ADDRESS</b> 3053 Edinger Avenue	<b>BUSINESS ADDRESS</b> 3053 Edinger Avenue
<b>CITY, STATE, ZIP CODE</b> Tustin, CA 92780	<b>CITY, STATE, ZIP CODE</b> Tustin, CA 92780

**3 PAYEE ENTITY TYPE**

**ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN):** 33-0772477

PARTNERSHIP       CORPORATION:

MEDICAL (e.g., dentistry, psychotherapy, chiropractic, etc.)  
 LEGAL (e.g., attorney services)  
 EXEMPT (nonprofit)  
 ALL OTHERS

ESTATE OR TRUST

INDIVIDUAL OR SOLE PROPRIETOR

**ENTER SOCIAL SECURITY NUMBER:** | | | - | | - | | |

(SSN required by authority of California Revenue and Tax Code Section 18646)

**NOTE:**  
Payment will not be processed without an accompanying taxpayer I.D. number.

**CHECK ONE BOX ONLY**

**4 PAYEE RESIDENCY STATUS**

California resident - Qualified to do business in California or maintains a permanent place of business in California.

California nonresident (see reverse side) - Payments to nonresidents for services may be subject to State income tax withholding.

No services performed in California.  
 Copy of Franchise Tax Board waiver of State withholding attached.

**5**

**I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the State agency below.**

<b>AUTHORIZED PAYEE REPRESENTATIVE'S NAME</b> (Type or Print) Stuart Haskin	<b>TITLE</b> Executive Director
<b>SIGNATURE</b>	<b>DATE</b> 05/02/2014
	<b>TELEPHONE</b> (714)834-0050

**6**

Please return completed form to:

**Department/Office:** \_\_\_\_\_

**Unit/Section:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Telephone:** (\_\_\_\_) \_\_\_\_\_ **Fax:** (\_\_\_\_) \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

07-37-01-15



## Area Board XI

### Office of the California State Council on Developmental Disabilities

To protect and advocate for the civil, legal and service rights of persons with developmental disabilities.

---

April 28, 2014

To Whom It May Concern:

On behalf of Area Board XI, I am pleased to offer our support of GET SAFE. Area Board XI is one of 13 regional offices of the state and federal-funded State Council on Developmental Disabilities and is mandated by California law to protect and advocate for the civil, legal and service rights of Californians with developmental disabilities. To that end, the duties of area boards include collaborating with county and regional organizations and encouraging the development of needed services and supports by federal, state and local agencies.

Area Board XI has a long history of collaboration with GET SAFE and is very familiar with the organization's experience and expertise in the fields of violence prevention, safety education, and the development of self-determination skills. Most recently, we funded GET SAFE to provide a self-advocacy conference and then followed up with additional contracts to develop a self-advocacy group. At the conference, the GET SAFE team educated our consumers about how to be a leader, how to speak up and advocate for your rights and needs, and how to raise awareness in the community and give back.

While GET SAFE is known and celebrated for its interactive physical safety training, we were pleased to see the attendees respond just as well to a more discussion-based presentation. The presenters' light-hearted and empowering teaching style kept the audience engaged and more than willing to participate, which we don't often see in this population. It was truly remarkable to witness the participants' transformations into being more independent, self-determining individuals over the course of a few hours. In fact, many participants were eager to continue developing their self-advocacy skills, and we contracted GET SAFE to provide a leadership "boot camp" for those interested in more in-depth training on how to advocate for the rights of persons with disabilities. GET SAFE helped us form a small group of dedicated individuals into the "OC Self-Advocates." GET SAFE was excellent at facilitating and assisting the group while still allowing them to be independent and make their own choices on how they wanted to operate—a true mark of a successful self-advocacy group.

GET SAFE staff has years of experience working with consumers, families and support staff. GET SAFE's interactive and entertaining approach ensures a

connection with their audiences and boosts retention of the material presented. It customizes its presentations and safety techniques for a myriad of disabilities and levels of understanding, and their holistic approach, which brings together and involves everyone in each consumer's circle of support, works to ensure consumer's safety and sense of empowerment. GET SAFE has had a powerful and positive impact on Orange County consumers and we believe they are an invaluable resource for consumers, family and support staff. We support them in their efforts to continue their work to make ours a safer and stronger community.

Thank you for the opportunity to support GET SAFE. If I can answer any questions regarding our letter of support, please do not hesitate to contact me at 714-558-4404.

Sincerely,



Susan Eastman  
Executive Director  
State Council on Developmental Disabilities  
Area Board XI



**AREA BOARD XIII**  
**Office of the State Council on Developmental Disabilities**  
State of California

8880 Rio San Diego Dr., Suite 250  
San Diego, CA 92108-1634

Phone: 619-688-3323  
Fax: 619-688-3296

May 1, 2014

To Whom It May Concern:

On behalf of the State Council on Developmental Disabilities, Area Board 13, I would like to extend our support of "Get Safe". Having awarded "Get Safe" several sizeable grants, I have seen first-hand the quality of their services, and witnessed the enthusiasm they bring to their trainings. The response we have received from individuals with disabilities, families, support staff and other professionals has been extremely positive. Immediately following the most recent presentation provided by "Get Safe" the group requested a second training for additional staff! Unlike many trainings, "Get Safe" engages the audience, and the information is received in such a way that the participants remember what they have learned – and know how to apply it!

Currently we are funding "Get Safe" to provide First Responder Training to educate traditional first responders, corporate employees, and community leaders on how to better interact with and serve persons with developmental disabilities. In just a short time the training is already proving to be very successful, and we have not only received extremely positive feedback and evaluations, but we have received numerous calls from other attractions making inquiries about how they too can offer this training to staff. To have unsolicited calls requesting training on a topic that is so critically important is encouraging. Students attending the "Project College" program have also had the benefit of personal safety training thanks to "Get Safe", and last year ranked it as their favorite class!

By incorporating their years of experience and expertise in the field of personal safety training for both the general and disabled populations, Stuart Haskin and his team have perfected a teaching model that is sensitive to the specific needs of those with developmental disabilities while keeping the audience fully engaged and interactive in the learning environment. "Get Safe" shares our mission to strengthen our community as we both strive to support the individuals and families that we serve to live safe, productive and independent lives. We believe that our grant dollars have been very well utilized on many levels thanks to "Get Safe". Additionally, our community connections have been enhanced because of these trainings, and we look forward to continued collaboration with "Get Safe".

If you would like any further information, please feel free to contact me at 619-688-3323.

Sincerely,

A handwritten signature in cursive script that reads "Mary Ellen Stives".

Mary Ellen Stives

Executive Director, Area Board XIII, Office of the State Council on Developmental Disabilities  
(Serving San Diego and Imperial Counties)

07-37-01-18



MONO COUNTY  
**SHERIFF**

911

P.O. Box 616 / 100 BRYANT STREET • BRIDGEPORT, CA 93517 • (760) 932-7549 / FAX (760) 932-7435

*Richard C. Scholl*  
Sheriff/Coroner

MONO COUNTY SHERIFF'S OFFICE

*Ralph Obenberger*  
Undersheriff

June 18, 2013

To Whom it May Concern,

On behalf of the Mono County Sheriff's Department, I recently had the opportunity to attend a very informational and engaging training with Get Safe. In addition to the more than 12,000 residents in our county lines, we also service a wide-range of tourists during both our winter and summer seasons. This influx of diverse populations makes the probability of responding to persons with special needs even more likely.

During the training, I was impressed with the manner of presentation and how the Get Safe staff managed to keep the audience interactive and entertained the entire course, to a level that is rarely seen in most seminars. The informational content was also conveyed in a way that appealed to the group and made it directly pertinent to their experiences and concerns.

I know that our department, along with other law enforcement and first responding agencies will greatly benefit from the information relayed through Get Safe's training, as it gave us practical tools and strategies that our officers and personnel could begin using the moment they stepped out of the training. This will only serve to strengthen our commitment to our community and our visitors by giving us the skills necessary to more appropriately respond and interact with persons with disabilities. Get Safe's training also helped to facilitate a stronger collaborative link with agencies that service persons with special needs, which is a necessary relationship to ensure that our community is providing the highest level of service possible.

We support Get Safe's efforts to continue to accomplish their mission and know that their influence and experience will help to provide a higher level of care as well as save lives.

Sincerely,

**Jennifer M. Hansen**  
Public Information Officer  
Executive Assistant  
Mono County Sheriff's Office  
PO Box 616 | 49 Bryant Street  
Bridgeport, CA 93517  
(760) 932-5279 | (760) 932-7435 (f)  
[jhansen@monosheriff.org](mailto:jhansen@monosheriff.org)

07-37-01-19



LOS ANGELES COUNTY DISTRICT ATTORNEY'S OFFICE  
BUREAU OF PROSECUTION SUPPORT OPERATIONS • TRAINING DIVISION

JACKIE LACEY • District Attorney  
SHARON J. MATSUMOTO • Chief Deputy District Attorney  
PAMELA BOOTH • Assistant District Attorney

SERGIO A. GONZALEZ • Director

July 23, 2013

GET S.A.F.E.  
Scan Access Forecast Execute  
Training • Education Empowerment  
17602 17<sup>th</sup> Street, Suite 102  
Tustin, CA 92780-7915

TO WHOM IT MAY CONCERN:

On two occasions in 2013, in two very different settings, the Los Angeles County District Attorney Training Division received presentations from Stuart Haskin and Molly Kennedy of Get Safe. During both presentations, one to over 200 attendees and the other for a small training class of 20, they very successfully communicated and assisted prosecutors in understanding the specific needs of victims and witnesses with Autism or other learning disabilities. Using participatory activities, video and discussion they kept the students at both sessions engaged with their material and received laudatory evaluations. We were so pleased with their initial presentation to the large group that we invited them to return for the smaller group and will be using them for a similar session in September.

They were incredibly flexible and it was a positive experience to work with them in the past and hopefully more in the future. What they are communicating is especially important for those of us in the law enforcement community to hear and put to use.

Very truly yours,

JACKIE LACEY  
District Attorney

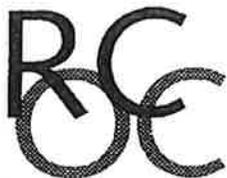
By *William Woods*

William Woods, Assistant Head Deputy  
Training Division

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320 West Temple Street, Room 1180  
Los Angeles, CA 90012  
(213) 974-8757

07-37-01-20



REGIONAL CENTER  
OF ORANGE COUNTY

April 29, 2014

To Whom It May Concern:

The Regional Center of Orange County (RCOC) is one of 21 private, nonprofit organizations contracted by the State of California to coordinate lifelong services and supports for individuals with developmental disabilities and their families. Nearly 18,000 of them are residents of Orange County who currently receive services and supports from RCOC. Unfortunately, because of their disability, our service population is often seen as easy targets for a variety of crimes, including fraud, theft and violent assaults. GET SAFE has assisted us in providing health and safety education, violence prevention services, and self-determination programs for our consumers, in effort to reduce the rates of victimization and/or re-victimization.

During our 13-year partnership, RCOC has contracted GET SAFE to provide personal safety awareness training, healthy sexual relationships education, and self-determination skills training for groups. These programs have been, and continue to be, an overwhelmingly successful way to keep our consumers safe, as well as raise awareness in the community. Mr. Stuart Haskin, Executive Director of GET SAFE, and his staff, have an extremely professional, yet friendly and fun demeanor during the safety training exercises—an approach which is well received by our consumers. GET SAFE has a very unique way of inter-relating with our consumers, regardless of an individual's level of function. They understand that our consumers require innovative teaching styles and methods of interaction in order for them to truly grasp the material presented to them.

We have also commissioned GET SAFE's First Responder Training in order to educate and raise awareness about disability rights. Mr. Haskin and his team have trained first responders in Orange County, as well as crisis counselors and RCOC service coordinators, in safe and effective methods of interactions for persons with developmental disabilities, so as to avoid unnecessary escalation and potentially dangerous exchanges. GET SAFE progressive training programs are not only raising awareness and diminishing misconceptions about this population, but breaking down communication barriers, and creating safe, inclusive communities.

GET SAFE provides a specific, effective service to a population that is often overlooked and underserved. The training programs have become a leading force in violence prevention and safety education for persons with developmental disabilities, and we are proud to work with them.

Sincerely,

A handwritten signature in black ink, appearing to read 'LL'.

Larry Landauer  
*Executive Director*  
Regional Center of Orange County

Mailing Address: P.O. Box 22010, Santa Ana, CA 92702-2010 • Tel 714/ 796-5100 (24 Hours) • Toll Free (800) 244-3177 • [www.rcocdd.com](http://www.rcocdd.com)

Corporate Offices  
Santa Ana  
Tel 714/ 796-5100  
Fax 714/ 541-3021

Central Area Office  
Santa Ana  
714/ 796-5100  
TTY 714/ 667-6021  
Fax 714/ 973-0336

North Area Office  
Orange  
714/ 796-3700  
TTY 714/ 282-7494  
Fax 714/ 282-7910

West Area Office  
Westminster  
714/ 796-2900  
TTY 714/ 889-5789  
Fax 714/ 799-6485

07-37-01-21



**WESTSIDE  
REGIONAL CENTER**

June 14, 2013

To Whom It May Concern:

On behalf of Westside Regional Center, I would like to submit this letter of reference for GET SAFE. GET SAFE is an agency that is dedicated to violence prevention and safety education for all populations. Westside has worked closely with GET SAFE for many years and we have continually received positive feedback from the participants in their programs. Each of individuals that we serve has been diagnosed with a developmental disability and they have not only participated but benefited from the services that GET SAFE continues to provide. In addition to providing quality services, it is a pleasure to work with GET SAFE's Executive Director, Stuart Haskin. He has proven to be dedicated, dependable, organized and he has a great sense of humor. He has a remarkable talent for establishing a rapport with participants and keeping them interested in the subject matter.

GET SAFE has provided a variety of trainings for our agency that include topics such as Safe Dating/Healthy Relationships, Self-Advocacy, Sex Education, and Safety in the Community. The population that we serve is at high-risk for victimization and perpetration of crimes. GET SAFE has been able to adapt their curriculum to meet the needs of the population that we serve, to address "hot topics" as they are brought to our attention and Mr. Haskin takes great care in matching the proper Presenter/Educator to the specific group of participants that will be attending the training(s). They have worked with not only individuals with developmental disabilities, but also with their families and service providers. They have also presented trainings in Spanish for our families.

GET SAFE has been able to provide large and small group trainings as well as individual trainings in various locations to meet our needs. We truly appreciate that GET SAFE has a common goal with our regional center and this is to ultimately support the individuals that serve to live safer, more productive and independent lives.

Respectfully,

Mary Lou Weise-Stusser, MA  
Director of Community Services

*Committed to Providing Support and Services to People with Developmental Disabilities*

5901 Green Valley Circle, Suite 320, Culver City, CA 90230-6953 ■ (310) 258-4000 FAX: (310) 649-1024 [www.westsiderc.org](http://www.westsiderc.org)

07-37-01-22



June 11, 2013

To Whom It May Concern:

Crime Survivors is a non-profit organization that services all victims of crime. The mission of Crime Survivors is to ensure the public knows victims' rights and needs and to provide resources, support, and information to empower crime victims to survive and thrive. We aim to create collaborative relationships with other community agencies in order to enhance our ability to service crime victims, and it is through these contacts that we became familiar with GET SAFE.

GET SAFE, led by Executive Director, Stuart Haskin, is a violence prevention and safety education agency that is particularly sensitive to the needs of populations that are often underserved, such as the physically and mentally disabled. We have partnered on a variety of endeavors and Crime Survivors can attest that GET SAFE is the leading expert in safety education and violence prevention and recovery.

We have seen them "in action" and are always impressed with how they are able to adapt their materials to virtually every audience by providing real-life strategies that meet the specific needs of that group. We have witnessed, first hand, how the information that GET SAFE provides can truly impact lives by making them make smarter choices, and learning how to avoid unsafe situations. They have worked with both victims and perpetrators, in an in those efforts, they have reduced both revictimization and recidivism rates. They also teach a variety of de-escalation techniques and how to appropriately transition back into mainstream society, which can be a very difficult and daunting task for anyone.

In a time where we are no longer safe to keep our doors unlocked, GET SAFE provides crucial safety education information that reduces re-victimization and enhances violence prevention. It is through our collaboration that we are able to utilize the specialties of each agency to ultimately provide a higher level of service to our community.

Thank you for your consideration of this letter of support. If you need any further information, please do not hesitate to contact me.

Sincerely,

Patricia Wenskunas  
Founder CEO

## **Crime Survivors, Inc.**

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# Proposal Checklist

## Program Development Grant Request for Proposal Federal Fiscal Year 2014/15 - Cycle 37

In completing this form, the proposer acknowledges that the following items are included in the proposal, in accordance with the instructions provided in the RFP. This checklist should be included with the proposal package.

Check box below to indicate inclusion in proposal

- Cover Letter
- Project Data Sheet
- Project Narrative (not to exceed 8 pages)
- Budget Detail Worksheet (including description of identified expenses)
- Continuation of Funding Letter, if applicable.
- Organization Chart
- Curricula Vitae/Resumes and position descriptions, as applicable
- List of Previous Grants/Awards
- Payee Data Record Form
- (3) Letters of Support
- Proposal Checklist