



**Proposal submitted to: Alta California Regional Center.
Self-Determination Local Advisory Committee**

BY: THE INDEPENDENT FACILITATOR TRAINING ACADEMY

WWW.IFTRAININGACADEMY.COM

Main Line: (800) 803-0869 Fax: (424) 832-2411

rosie@iftrainingacademy.com

Rosie Lasca, owner

Direct line: 951-335-9242

Project Title: Bridging the Gap: SDP Outreach and Education

Applicant: Rosie Lasca, Owner of the Independent Facilitator Training Academy (IFTA)

Project Duration: September 28, 2025 – February 28, 2025

Proposed Services

The Independent Facilitator Training Academy (IFTA) proposes a comprehensive outreach and education initiative to increase awareness, understanding, and enrollment in the Self-Determination Program (SDP) within the Alta California Regional Center (ACRC) catchment area. This proposal focuses on a series of in-person and virtual multilanguage community workshops, complemented by resource development and service coordinator (SC) support, to ensure that diverse communities are informed and empowered to participate in the SDP.

About IFTA

The Independent Facilitator Training Academy (IFTA) is a leading provider of training and certification for Independent Facilitators, specializing in the California Self-Determination Program (SDP). IFTA's mission is to empower clients, families, and service providers with the knowledge and tools they need to successfully navigate the SDP and achieve person-centered outcomes.

Founded by **Rosie Lasca**, a mother and advocate with over 15 years of experience in the developmental disabilities field, IFTA has trained more than 600 Independent Facilitators across California. Ms. Lasca's personal connection to the program, as the mother of a son in the SDP, gives her a unique understanding of the challenges families face and the importance of self-determination.

Key Qualifications

Extensive Experience in SDP Training and Facilitation: With over eight years of training experience focused on the Self-Determination Program, IFTA has developed a comprehensive curriculum that covers all facets of SDP, including enrollment processes, budgeting, and the role of Independent Facilitators (IFs). The academy's trainings are designed to be accessible, using plain language to ensure that all participants—families, service providers, and regional center staff—can fully engage with the material.

Deep Knowledge of the Lanterman Act and Regional Center Systems: IFTA's curriculum is grounded in a thorough understanding of the Lanterman Act, ensuring that Independent Facilitators, Parent Advocates, and Service Coordinators are equipped to advocate effectively within California's legal framework. Rosie Lasca's expertise extends to navigating complex systems such as Regional Center services and the California In-Home Supportive Services (IHSS) program.

Multilingual and Culturally Responsive Training: IFTA is committed to making its trainings accessible to diverse communities. The academy offers translated subtitles in a variety of languages to meet the needs of linguistically diverse participants. This includes plain language materials tailored for underrepresented communities to help bridge gaps in SDP enrollment and understanding.

Customized Resources and Support Materials: IFTA provides a range of resources, including step-by-step guides, links, templates, and cheat sheets on SDP and Regional Center terminology. These materials are designed to simplify the complexity of the SDP, ensuring that families and service providers can easily navigate the process. In addition, IFTA's plain language presentations break down the key components of the SDP, helping participants better understand their rights and options.

Proven Record of Supporting Service Coordinators: IFTA offers training that strengthens collaboration between Independent Facilitators and Regional Center Service Coordinators. This includes training SCs on the role and activities of IF's. IFTA's training curriculum encourages IFs to collaborate and work together with SCs to support clients more effectively, ensuring seamless communication and alignment in service delivery.

Equity-Focused Approach: IFTA has successfully led initiatives to increase SDP enrollment and participation among underrepresented communities, including specialized training programs for Latino, Black/African American, and Asian communities. Rosie Lasca has spearheaded grant projects and partnerships funded by SCDD, KRC, RCEB, NBRC, ACRC, WRC, and DDS that address disparities in access to services, ensuring that all individuals, regardless of background, can benefit from the SDP.

Conclusion

With a wealth of experience in SDP, a deep commitment to person-centered practices, and a proven track record in community outreach, IFTA is uniquely positioned to support the Alta California Regional Center (ACRC) in increasing SDP enrollment. Through its tailored training programs, multilingual support, and strong focus on equity, IFTA is ready to deliver impactful solutions that meet the diverse needs of the ACRC catchment area.

Project Introduction

The Independent Facilitator Training Academy (IFTA) is excited to partner with the Alta California Regional Center (ACRC) to deliver a comprehensive outreach and education effort aimed at expanding the Self-Determination Program (SDP) across ACRC's catchment area. This project will focus primarily on the 8 mainstream counties—Colusa, Yolo, Sutter, Sacramento, Yuba, Nevada, Placer, and El Dorado—through in-person and virtual workshops, supported by plain language and culturally responsive educational materials. For Alpine and Sierra counties, which are less densely served, support will be offered through telephone calls, emails, mailers, and virtual meetings.

IFTA will also work to foster stronger collaboration between Service Coordinators (SCs) and Independent Facilitators (IFs) to ensure better coordination of services for participants. By providing culturally sensitive workshops and resources tailored to the needs of communities with historically low participation in the SDP—including but not limited to Black/African American, Latino, Indigenous, Asian, and other groups facing language barriers such as Russian, Punjabi, and Hmong speakers—IFTA aims to empower all individuals and families to fully access and benefit from the program. This ensures that every participant, regardless of background, has the tools and knowledge necessary to succeed.

Objectives

1. **Increase SDP Enrollment in Underserved Communities:** Boost participation in the Self-Determination Program across ACRC's catchment areas, with a focus on reaching communities with historically low enrollment by providing accessible, culturally responsive education and support.
2. **Enhance Understanding of the SDP Process:** Equip clients, families, and service providers with clear, plain language culturally sensitive materials and resources that explain the SDP process, enabling informed decision-making and easier navigation of the program.
3. **Strengthen Collaboration Between Service Coordinators and Independent Facilitators:** Provide Q&A and Meet & Greet sessions to improve the working relationship between Service Coordinators (SCs) and Independent Facilitators (IFs), ensuring they can effectively support clients through the SDP.
4. **Foster a Culturally Inclusive Environment:** Deliver multilingual workshops and virtual sessions in English, Spanish, Russian, Hmong, and Punjabi, ensuring that all participants can access information and support in their preferred language.
5. **Empower Participants with Tailored Support:** Develop and distribute user-friendly guides, FAQs, and cheat sheets that simplify complex SDP and Regional Center terminology, empowering participants to confidently engage with the SDP and advocate for their needs.

Target populations

This project is designed to serve a diverse range of individuals, families, and service providers within the ACRC catchment area, with focus on Colusa, Yolo, Sutter, Sacramento, Yuba, Nevada, Placer, and El Dorado counties. The primary efforts will be on:

1. **Underserved Communities:** We aim to reach populations with historically low participation in the Self-Determination Program (SDP), including but not limited to Black/African American, Latino, Asian (including Hmong and Punjabi communities), Russian-speaking, and rural populations. These groups often face barriers to accessing information and resources due to language, cultural differences, and geographical isolation
2. **Non-English-Speaking Families:** Recognizing the linguistic diversity within the ACRC region, this project will specifically target non-English speaking families, providing them with multilingual resources and live interpretation in Spanish, Russian, Hmong, and Punjabi.
3. **Service Coordinators (SCs) and Independent Facilitators (IFs):** A key component of the project will focus on enhancing the knowledge and collaboration skills of SCs and IFs, ensuring they are well-equipped to support clients throughout the SDP process.

By targeting these specific populations, the project aims to bridge gaps in knowledge and access, ultimately leading to a more equitable distribution of SDP participation and benefits across ACRC's service area.

Outreach and Recruitment Strategy

To ensure broad and meaningful engagement with communities across the ACRC catchment area—particularly those with historically low participation in the SDP—the Independent Facilitator Training Academy (IFTA) will implement a culturally sensitive outreach strategy. This strategy is designed to build trust and foster relationships within underserved populations, including Black/African American, Latino, Asian, and communities that face language barriers, such as Russian, Punjabi, and Hmong speakers. Our recruitment efforts will include:

1. **Community-Based Organizations (CBOs):** IFTA will connect with trusted local CBOs that serve diverse and underserved communities. These organizations are well-positioned to help us recruit participants for the in-person and virtual SDP workshops, given their established relationships with community members. Through joint efforts such as co-hosted events, newsletters, and targeted outreach,

we aim to engage families and individuals who may not yet be aware of or involved in the SDP.

2. **Engagement with Community Leaders and Support Groups:** We will work closely with key community leaders, faith-based groups, and cultural support networks to actively recruit participants for the workshops. These leaders and groups are trusted within their communities and can help spread the word about the SDP, encouraging individuals to attend workshops through personal invitations and group outreach efforts. By leveraging these relationships, we aim to boost attendance and engagement among underserved populations.
3. **Local Service Providers:** IFTA will connect with local providers who already have connections with potential participants. These providers will help us reach families through their established communication channels. Providers can play a critical role in encouraging participation by distributing flyers, making personal recommendations, and inviting their clients to attend.
4. **Recruitment of SCs and IFs:** IFTA will focus on recruiting SCs and IFs to attend dedicated virtual SDP Q&A sessions and meet-and-greet events. These sessions are designed to enhance collaboration and communication between SCs, IFs, and program participants. We will contact ACRC's SCs, Program Managers, and Independent Facilitators directly via phone and email to invite them to participate in these virtual events. Personalized invitations will outline the benefits of attending, focusing on how these sessions will improve their understanding of SDP and strengthen their relationship in supporting participants.
5. **Social media and Digital Outreach:** To reach a broader audience, we will use relevant social media platforms and online communities that are popular among our target populations. We will promote upcoming workshops and virtual events through these platforms, using clear and culturally tailored messaging. These efforts will be supported by eye-catching visuals and easy-to-understand information that resonates with diverse communities.

Reporting Plan

To ensure transparency and accountability throughout the project, IFTA will implement a comprehensive reporting plan. This plan will track the progress of all activities, measure outcomes, and provide regular updates to ACRC and the SDLAC team on the effectiveness of the project.

Key components of the reporting plan include:

1. **Monthly Progress Reports:** IFTA will submit detailed monthly progress reports to ACRC. These reports will include updates on all activities, including the number of in-person and virtual workshops conducted, attendance figures, participant

demographics, and outreach efforts to SCs and IFs. Each report will also highlight any challenges encountered and solutions implemented to address them.

2. **Tracking Measures and Outcomes:** To evaluate the success of the project, IFTA will measure the following key indicators:
 - Workshop Participation: Number of participants attending in-person and virtual workshops, broken down by demographics, including underserved populations such as Black/African American, Latino, Asian, Russian, Punjabi, and Hmong speakers.
 - SC and IF Engagement: Number of SCs and IFs attending virtual Q&A and meet-and-greet sessions, as well as feedback gathered from their participation.
 - Participant Feedback: Surveys will be distributed after each workshop to gather qualitative and quantitative feedback on the content, clarity, and cultural relevance of the materials provided.
 - Outreach Success: The effectiveness of outreach efforts will be tracked by monitoring how participants heard about the workshops (CBOs, community leaders, local providers, etc.), helping us refine our outreach strategies.
3. **Data Collection and Analysis:** IFTA will maintain comprehensive records of all activities, including participant registration, feedback forms, attendance logs, and outreach data. This data will be analyzed monthly to assess the effectiveness of the workshops and outreach efforts. The analysis will inform adjustments to improve engagement and the overall success of the project.
4. **Final Project Report:** At the conclusion of the project, IFTA will submit a final report summarizing the overall outcomes, challenges, and successes of the initiative. The final report will include a detailed breakdown of all measures tracked throughout the project, as well as recommendations for future outreach and training efforts to increase SDP participation.

Implementation Plan

Project Timeline, Activities and Measures

The following plan outlines key activities, timelines, and measures of success for the Independent Facilitator Training Academy (IFTA) initiative to increase participation and understanding of the Self-Determination Program (SDP) within the Alta California Regional Center's (ACRC) 8 mainstream service areas counties of Colusa, Yolo, Sutter, Sacramento, Yuba, Nevada, Placer, and El Dorado counties.

Project Timeline: September 28, 2024 – February 28, 2025

1. Project Kickoff, Preparation & Recruitment

Timeline: September 28 – October 20, 2024

Activity Description:

- **Planning and Coordination:** Assemble the project team and interpreters, finalize schedules for workshops and virtual meetings. Locate and confirm venues for in-person workshops, and coordinate with translators and community partners.
- **Resource Development:** Develop materials in plain and culturally sensitive language, ensuring that all participants, regardless of their background or linguistic ability, can understand and engage with the SDP.
- **Translate** materials in Spanish, Russian, Hmong, and Punjabi, specifically tailored to be inclusive of different cultural contexts.
- **Recruitment:** Connecting with local CBO's, Community Leaders, Support Groups, Service Providers, SCs, and IFs to encourage participation.

Measure:

- Type of materials developed
- Number of translated materials

2. In-Person Workshops and Town Halls

Timeline: October 21 – October 31, 2024

Activity Description:

- **Workshops:** Conduct one in-person SDP workshop/town hall in each of the 8 counties (Colusa, Yolo, Sutter, Sacramento, Yuba, Nevada, Placer, and El Dorado). Each session will provide an overview of the SDP, a breakdown of key components, and a Q&A segment.
- **Language Interpretation:** Provide live interpretation in the primary language(s) of each county (e.g., Spanish, Russian, Hmong, Punjabi).
- **Distribution of SDP educational material packages** available in English, Spanish, Russian, Hmong, and Punjabi.

Measure:

- Number of Attendance at each workshop.
- Pre- and post-workshop surveys to measure changes in participants' understanding of SDP.
- Qualitative feedback from participants during the Q&A segments.

Location: Local community centers, public libraries, or available meeting venues within each county.

3. Bi-Weekly Virtual Meetings

Timeline: November 1, 2024 – February 15, 2025

Activity Description:

- **Virtual Sessions:** Host bi-weekly virtual meetings alternating between morning and evening sessions to accommodate diverse schedules. These sessions will cover various aspects of the SDP, including step-by-step guidance, understanding the difference between an RC Budget and an SDP Spending Plans, and the role of Independent Facilitators.
- **Language Support:** Provide interpretation in Spanish, Russian, Hmong, and Punjabi.

Measure:

- Number of participants in each virtual session.
- Post-session surveys to assess understanding and gather feedback on session effectiveness.
- Qualitative feedback from participants during the Q&A segments.

Location: Virtual (accessible via Zoom or similar platforms).

4. Monthly Service Coordinator (SC) Q&A Sessions

Timeline: October 2024 – February 2025

Activity Description:

- **Q&A Sessions:** Conduct monthly sessions for Service Coordinators (SCs) to deepen their understanding of the SDP and enhance their collaboration with Independent Facilitators (IFs). Topics will include the role of IFs, effective collaboration strategies, and common challenges. As well the impact of the language used in IPPs and PCPs on successfully obtaining generic resources.
- **Meet & Greet:** A virtual meeting that will allow SCs to meet IF's, where both can have the opportunity to ask questions and brainstorm ways to best collaborate.
- **Materials:** Provide SCs guides and resources that outline the roles of an IF and how to work effectively with IFs.

Measure:

- Number of attendances at each SC session.
- Qualitative feedback on collaboration strategies discussed during the sessions.

Location: Virtual (accessible via Zoom or similar platforms).

5. Ongoing Resource Distribution and Support

Timeline: October 2024 – February 2025

Activity Description:

- **Resource Hub:** Maintain an online resource hub where all participants and SCs can access guidebooks, training materials, recorded sessions, and additional support resources.
- **Resource Materials:** Develop plain language and culturally sensitive Step-by-Step Guide to the SDP Process, Person-Centered Life Plan Workbook, SDP Enrollment Checklist, Frequently Asked Questions (FAQ) Sheet, SDP Spending Plan Guide, Role of the Independent Facilitator (IF) Guide, and the Self-Determination Program Terminology Cheat Sheet.
- **Translation of Resource Materials:** All materials will be translated in Spanish, Russian, Hmong, and Punjabi.
- **Continuous Feedback Loop:** Collect ongoing feedback through surveys and follow-up communications to refine resources and ensure they meet the needs of the community.

Measure:

- Number of individuals access the resources online hub.
- Continuous data collection through surveys to measure the effectiveness and reach of materials.

6. Monthly & Final Project Evaluation and Reporting

Timeline: November 1 – February 28, 2025

Activity Description:

- **Evaluation:** Compile and analyze data from all workshops, virtual meetings, and SC sessions to evaluate the project's impact on SDP enrollment and participant understanding.
- **Reporting:** Prepare a comprehensive report summarizing project progress and outcomes, participant feedback, and recommendations for future initiatives.

Measure:

- Monthly and Final report submission to ACRC with progress, detailed analysis and recommendations.
- Presentation of quantitative data (enrollment rates, survey results) and qualitative feedback (participant and SC testimonials).

This implementation plan is structured to deliver comprehensive, multilingual education and support to increase SDP awareness and participation in ACRC's service area. By providing targeted, plain-language culturally sensitive education, and fostering collaboration among stakeholders, this project will help create a more accessible and equitable environment for all potential SDP participants.

Expected Outcomes

- **Increased Enrollment:** A measurable increase in SDP enrollment across ACRC's catchment area, particularly in underserved communities.
- **Enhanced Understanding:** Improved understanding of SDP among linguistically diverse individuals, with increased confidence in navigating the program.
- **Stronger SC-IF Collaboration:** Strengthened collaboration between SCs and IFs, leading to more effective support for clients in the SDP.

Conclusion

The Independent Facilitator Training Academy (IFTA) is committed to supporting the Alta California Regional Center (ACRC) and the SDLAC team in its mission to increase Self-Determination Program (SDP) enrollment and enhance understanding of the program among underserved communities. Through a combination of in-person workshops, bi-weekly virtual sessions, targeted Service Coordinator Q&A sessions, and the development of comprehensive resources, this project aims to break down barriers to access and ensure equitable participation in the SDP across ACRC's catchment areas.

By focusing on culturally responsive outreach, multilingual support, and practical tools for both families and service providers, IFTA will empower individuals to take full advantage of the SDP and make informed decisions about their services. This project will not only improve SDP enrollment rates but also foster stronger collaboration between Independent Facilitators, Service Coordinators, and the community, driving long-term success for participants.

With IFTA's extensive experience in Independent Facilitation training and our strong commitment to equity and inclusion, we are confident that this initiative will have a lasting, positive impact on the communities ACRC serves. We look forward to partnering with ACRC to make self-determination a reality for all.

Project Summary

The Independent Facilitator Training Academy (IFTA) is pleased to present a comprehensive outreach and education initiative aimed at expanding awareness, understanding, and enrollment in the Self-Determination Program (SDP) across underserved communities in Alta California Regional Center's catchment areas. Through in-person workshops, virtual meetings, and tailored resources developed in multiple languages, this project will empower individuals and families to navigate the SDP with confidence.

Key components of the project include:

- **In-Person Workshops and Virtual Meetings:** Offering 8 in-person workshops and bi-weekly virtual meetings to provide step-by-step guidance on SDP.
- **Multilingual Resources and Interpretation:** Developing accessible, plain-language and culturally sensitive materials in 5 languages and providing live interpretation at all in-person events.
- **Collaboration with Service Coordinators:** Facilitating better coordination between Independent Facilitators and Regional Center Service Coordinators to enhance participant support.
- **Participant Engagement and Support:** Ensuring a welcoming environment with refreshments at each in-person meeting, along with key educational materials.

To ensure the success of this initiative, we respectfully request **funding of \$89,192.93** to cover the costs of personnel, venue rentals, material development, printing, interpretation, travel, and food and beverages for attendees. This funding will allow us to effectively reach our target communities and achieve our project objectives of increasing participation in the Self-Determination Program and empowering individuals to take control of their own services.

We look forward to your support in making this important initiative a reality.

Rosie Lasca, owner/trainer

Email: rosie@iftrainingacademy.com

Direct Line: 951-335-9242

www.iftrainingacademy.com

Project Budget

Item	Quantity	Quantity Unit Cost	Total Cost	Narrative & Justification
1. Personnel Costs				
Lead Trainer	200 hours	\$100/ per hour	\$20,000.00	Leading in-person and virtual meetings, preparation, coordination, and reporting.
Project Coordinator	171 hours	\$40/ per hour	\$6840.00	Supporting all meetings, handling recruitment, participant enrollment, and follow-up.
Project Coordinator 2	120	\$40/ per hour	\$4800.00	Supporting all meetings and general coordination tasks.
Total Personnel Cost			\$31,640.00	
2. Material Development Costs				
Content Development	47 hours	\$100/ per hour	\$4,700.00	Developing content for training material packages & handouts.
Formatting & Design	15 hours	\$40/ per hour	\$600.00	Formatting documents, design work, and coordination with printing agency.
Total Material Development Cost			\$5,300.00	
3. Printing & Materials Costs				
Bounded Guidebooks/ Documents	400 booklets	\$250/event x 5 languages =\$1250 x 8 events	\$10,000.00	Printing 50 books per event (in 5 languages) for 8 events. 1. Plain Language Step-by-Step Guide 2. Person-Centered Life Plan Workbook
Handouts	1,750 sheets per event	\$0.75 per page \$1,312.50 x 8 events	\$10,500.00	Printing handouts (in 5 languages) for all 8 in-person events
Folders with Labels	400 folders	\$1.50 per folder	\$600.00	Materials & folders for all participants, 50 per event
Total Printing Cost			\$21,100.00	

4. Translation and Interpretation				
Simultaneous Interpretation (Onsite)	8 meetings 2 hours per meeting	\$210 per hour, per interpreter	\$6,720.00	2 interpreters (Spanish + 1 language) per meeting for all 8 events, including mileage. \$210 × 2 hours = \$420 per interpreter, 2 interpreters per meeting: \$420 × 2 = \$840 per meeting × 8 events
Miles for 2 Interpreters	960 miles × 2 interpreters	1,920 miles × \$0.655	\$1,257.60	960 miles × 2 interpreters = 1,920 total miles Calculated from Elk Grove to each in-person workshop county
Document Translation	5 languages	Estimated 36,429 words @ .35 each word	\$12,750.00	Translating workshop materials/documents into Spanish, Russian, Hmong, Punjabi, and English
Total Interpretation & Translation			\$20,727.60	
5. IFTA Team Travel Costs				
Travel Expenses (Mileage)	8 meetings	420 miles (total roundtrip x 3) @ \$0.655 per mile per staff	\$825.33	Mileage for 3 staff members traveling to 8 in-person meetings. 420 miles × 3 team members = 1,260 total roundtrip miles Calculated from Rocklin to each in-person workshop county
Total Travel Cost			\$825.33	
6. Venue Rental Costs				
Venue Rental	8 venues	\$1,000 per venue	\$8,000.00	Rental cost for 8 venues to host in-person meetings.
Total Venue Rental Costs			\$8,000.00	
7. Food and Beverage Costs				
Coffee, Cups, Creamer, Pastries	8 events	\$200.00	\$1600.00	Coffee, cups, creamer, pastries (e.g., donuts) for attendees at all 8 events.
Total Food and Beverage Costs			\$1,600.00	
Total Project Cost:			\$89,192.93	