

**ADDPC Proposed Budget Narrative and Justification
October 2016 to December 2017 (15 months)**

PERSONNEL (\$41,938)

Lynne T. Tomasa, PhD, MSW, Principal Investigator/Project Director (.20 FTE/\$23,750).

Dr. Tomasa will assume overall responsibility for the project. Dr. Tomasa will be responsible for the project design and evaluation, curriculum development, data collection, data analysis, and all aspects of the *Future Care Planning: A Roadmap for Individuals with Disabilities, Families, and Support Professionals*.

Yumi Shirai, PhD, Co-Investigator (.05 FTE/\$4,688). Dr. Shirai will assist Dr. Tomasa in curriculum development, data analysis, and final revisions of the Roadmap. Her primary role will be to assist in manuscript writing and publication. Dr. Shirai works directly with individuals with disabilities as Director of the Sonoran UCEDD Artworks program. She will provide expertise in integrating the perspectives of persons with disabilities.

Program Coordinator (.20 FTE/\$13,500). Program coordinator will work closely with Dr. Tomasa in all aspects of the project. The primary role of program coordinator will be to develop and test the training curriculum; identify appropriate individuals for Trainee Leadership Team; conduct and evaluate trainings; and serve as liaison with community groups.

FRINGE BENEFITS (\$14,636)

Personnel salaries are based on university schedules and ranges for the positions. Percentages are based on a 12-month contract for the project.

University fringe benefits rates are based on employee classification:

Appointed and Faculty-Regular 34.9%

CONSULTANTS (\$11,000)

Stipends for 5 Service/Support Professionals (SSP) who will be Senior Trainers and members of the Leadership Team (5 X \$1,000 = \$5,000)

Five SSPs will be recruited and trained to become Senior Trainers. They will serve as champions and will be responsible to assist Drs. Tomasa and Shirai in the development of training materials and curriculum, recruitment of SSPs for the Train the Trainer Program, and will identify strategies to integrate the Roadmap into practice.

Miriam Barrientos, Professional Spanish Language Teacher and Translator (\$6,000)

Ms. Barrientos was involved in the ADDPC project for the creation of a housing manual, *My House, My Home: Real Homes for Real People*. She has the required skill and experience to accurately translate the Roadmap for this project.

EQUIPMENT (\$1,100)

Dell Laptop. The Principal Investigator or Program Coordinator does not have a laptop. The laptop is needed for presentations and trainings that are conducted in the community. This will

allow staff to take notes, record observations during caregiver classes, and communicate more efficiently with stakeholders, Senior Trainers, and project team during face-to-face meetings.

SUPPLIES (\$1,400)

Supplies include paper, folders, and pens for SSP trainings and caregiver classes (\$400). As written in Year One proposal, individuals with disabilities and caregivers who participated in interviews will receive a bounded, color copy, of the Roadmap. Printing and postage costs are needed for 60 copies (\$1,000).

TRAVEL (\$3,100)

Travel to training sites will depend on the need and interest in the SSP Train the Trainer program and the caregiver classes. Mileage and potential accommodations are needed if travel is indicated. (\$600)

The AAIDD conference in June 2017 will be held in Hartford, CT. Travel to the conference for a poster or presentation will promote the dissemination of the Roadmap and the training curriculum for SSPs and family caregivers. (\$2,500)

OTHER EXPENSES (\$8,200)

Graphic Design, Roadmap Layout, and Training Material Development and Design (\$7,000)

Patricia Philbin, graphic designer and web developer, will be involved in the development, design, and layout of all training materials. After the Spanish translation, Ms. Philbin is needed to layout the translated text in the Spanish version of the Roadmap. Spanish translation will require reformatting the entire Roadmap since text spacing is different. She will assist with the online web modules and will ensure that materials are accessible.

Transcription Services - Landmark Inc. (\$1.35 X 45 minutes for 20 interviews = \$1,200 estimate)

Landmark, Inc. is a private transcription service that completed interview transcriptions in Year One. Their services are being utilized in Year Two for the interviews with service professionals who complete the training and family caregivers who participate in classes. Costs are charged per interview minute. It is anticipated that each interview will last approximately 45 minutes. There are 10 interviews each for service professionals and family caregivers.

Indirect Charges (\$9,040)

We request 10% of the total costs in indirect costs to support management of the contract, telephone and computer line support, housekeeping and maintenance.

Match (\$34,028)

The match required by DDPC is being met through foregone in-direct costs (difference between 10% indirect rate and university rate of 53.5% for this type of project)