

Pima Prevention Partnership's bid to conduct grant writing workshops in CY2012 under contract with the Arizona Developmental Disabilities Planning Council is \$27,930 for three 13-hour workshops. Additional 13-hour workshops will be available at \$4,940 each, all inclusive. While the PPP workshops conducted last year received high marks from participants, this new bid considers and responds to the following identified challenges:

1. The workshops conducted last year contained a lot of information over a short period of time with insufficient time to practice newly learned skills.
2. While participants in last year's workshops had varying levels of experience, confidence, and competence, the groups tended toward moderately skilled to unskilled.
3. Participants with disabilities expressed concern that the workshops did not completely meet their needs for accessibility.

PPP proposes to conduct three 13-hour workshops; each delivered over a two day period with the morning devoted to curriculum-based instruction and the afternoon devoted to individual and small group support for practical application of new skills. This schedule will allow participants with higher levels of skill and confidence to attend seven hours of workshop (3.5 hours per day for two consecutive days). Less skilled and/or less confident participants will receive up to six hours of additional related support. See proposed schedule on pages three and four.

PPP estimates 10-15 participants per training workshop.

PPP proposes to conduct each workshop in a computer lab (sites to be determined). This setting will allow learners to practice the grant writing skills taught immediately following each lesson and to save their work to a memory device that they can take with them for future use. This computer lab setting will also support the use of learner specific accessibility devices to improve the learning experience for all participants. The Northern Arizona University (NAU), Arizona Technology Access Program has agreed to help locate adequate facilities for each training site.

The Instructional Materials Development time will be focused on developing practice-ready computer-based templates for each grant writing skill component. This time will also be used to work with Randy Collins and Mellowdee Brooks at the NAU Arizona Technology Access Program in Phoenix to identify and utilize devices pertinent to workshop participants. Ken Walker has schedule to meet with Mellowdee Brooks on Monday, February 6, 2012.

**ADDPC Grant Writing Workshops
2012**

Pima Prevention Partnership

<i>Budget Categories and Expense Line Item Budget</i>			Program Budget Total
Personnel			
Salary & Wages			
<u>Staff Position</u>	<u>Name</u>	<u>FTE</u>	
Director	Carpenter, Carol	0.050	1,929
Director	Walker, Ken	0.200	6,098
Program Manager	Aguilera, Barbara	0.150	1,900
Grants and Contracts Manager	Thorsby, Kristina	0.025	500
Salary & Wages Sub-Total		0.425	10,427
Fringe Benefits & Employee Related Expenses (ERE)			
AD&D			2
Dental			56
Health			589
Life			24
LTD			81
SEP			1,043
Vision			-
FICA			646
Medicare			151
SUTA			165
Workers Comp.			22
Fringe & ERE Sub-Total			2,779
Personnel Total			\$ 13,206
Travel			
In-State - Veh Rent, Gas, Oil, Lodging/Meals, Per Diem, Other			8,801
Travel Total			\$ 8,801
Supplies			
Office/Office Equipment/Computer Supplies			118
Program Activity Supplies			1,125
Books/Subscriptions			-
Supplies Total			\$ 1,243
Contractual Program Services			
			-
Contractual Services Total			\$ -

<i>Other Program and Operating Costs</i>	
Property Services	1,074
Computer Technical Consultant	79
Copier/Equipment/Phone Maintenance and Lease	68
Communications (Cell/DSL/FedEx/Internet/Local/Postage/Telephone)	369
Site fees	400
Insurance	32
Other Total	\$ 2,022
Total Direct Costs	\$ 25,272
Indirect Costs calculated at: 10.00%	Federally Negotiated Rate
Total Indirect/Administrative Services Costs	\$ 2,527
Total Program Costs	\$ 27,799