



GRANTS AND CONTRACTS COMMITTEE

Friday, June 7, 2024

9:00 A.M. – 10:30 A.M.

3839 North 3rd Street, Suite 306, Phoenix, Arizona 85012

MINUTES

The Grants and Contracts Standing Committee meeting of the Arizona Developmental Disabilities Planning Council (ADDPC) was convened virtually Friday, June 7, 2024. Notice having been duly given. Present and absent were the following members of the ADDPC.

Members Present

Monica Cooper, Chairperson Vijette Saari Kelly Roberts
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Members Absent

Kin Counts Kristina Lopez

Staff	Guests
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Lani St. Cyr Marcy Crane Jon Meyers, Executive Director	
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A. Call to Order/Welcome

Chairperson Monica Cooper welcomed everyone to the Arizona Developmental Disabilities Planning Council (ADDPC or Council) Grants and Contracts Committee meeting. The meeting was called to order at 9:01 a.m. Roll call and participant introductions were completed.

B. Minutes from September 8, 2023, Meeting

Chairperson Monica Cooper asked members if they had a chance to review the minutes and if there were any changes. No changes were requested. Monica asked for a motion to accept the minutes as written. Motion was made by Vijette Saari; seconded by Kelly Roberts. The motion carried.

C. Fiscal/Contract Updates

Lani St. Cyr reviewed the ADDPC Financial Update document and explained the Council has fully spent the FY 2022 award amount of \$1,500,930. The Council had requested, and ACL was granted a no-cost extension for FY 2022 extending the project period through September 30, 2024. The Council has fully obligated and spent these funds and the work has been completed by the extended September 30, 2024, deadline.

The Council has received a third allotment for FY 2023 funding in the amount of \$398,000, bringing the current FY 2023 total amount to \$1,501,328. This amount is currently fully obligated. The obligation and period of performance requirements are both through September 30, 2024, with the final report due by September 30, 2025. ACL has notified the staff that a no-cost extension for the FY 2023 project period can be requested. The staff intends on submitting a letter requesting this extension before the August 23, 2024, deadline.

The Council has received the fourth allotment for FY 2024 in the amount of \$785,432, bringing the award amount to \$1,497,202. The award total is \$3,728 less than the estimated level funding of \$1,500,930. The obligation and project periods are through September 30, 2025. The final report is due January 28, 2027.

Next, the Council Funded Projects sheet was reviewed. The Sonoran Center and Disability Rights Arizona, Legal Options Manual Update proposal that was voted on at the last Full Council meeting has been added to this sheet. Many of the projects with contracts ending June 30th are up for renewal. These projects were highlighted in yellow and to be discussed and voted on later on the agenda. The Conference Sponsorship contracts ending on June 30, 2024, are not up for renewal, but new conferences have been selected for the upcoming year. Staff is following up with outstanding invoices and working to close out the State fiscal year ending June 30th.

Finally, the Budget Recommendation document was reviewed. This sheet reflects the projects outlined in the FY 2024 and FY 2025 Workplans as well as the funding that has already been approved in the prior years. The FY 2024 funds will be used primarily for projects being finalized on in the FY 2025 workplan.

The items highlighted on this sheet are the new solicitations that were released. The proposals for these projects have been reviewed by outside evaluation committees and their recommendations are being presented for funding. The total amount to be awarded is less than what was originally budgeted.

There was no action taken on this item.

D. New Proposal- NAU/ATLAS- Advancing Assistive Technology for Learning and Accessibility in Higher Education for Students with I/DD

This item was tabled until the Executive Committee meeting on June 14, 2024. A Committee Member needed to recuse herself, which resulted in the loss of a quorum.

E. New RFGA- Conference Sponsorship and Training

Marcella Crane gave an overview of the three proposals recommended for funding by an outside evaluation committee. The awards will begin July 1, 2024-June 30, 2025. The full grant solicitation had \$50,000 available, however, only \$22,484 has been recommended for awards. Each contractor will provide a survey to participants to gather required performance measures and demographic information. All information is due to the ADDPC at the end of the contract period.

1. Care for the Caregiver, requesting: \$7,500.

The applicant will provide a parent advocacy training series (every other week) for twenty parents, covering five topics. Each training session will be two hours long, in-person and held in Phoenix. The intention of the training series is to equip parents with the skills and knowledge they need to advocate effectively for their children and others in the disability community. This project will be done in conjunction with Raising Voices Coalition and Brenda Walsh as a consultant. All materials will be created in plain language, in Spanish, and each training will provide accommodations if requested. There is no cost to register, each training will be recorded. The budget supports the costs of the training, including four speakers, accommodation requests by the participants, development of training materials, and the venue.

The specific five-week training courses include the following:

- Past and Present: An overview of the disability advocacy movement, historical progress, and the ongoing need for advocacy.
- Independent Living Movement: A review of the principles and objectives of the independent living movement.
- Education Law: Understanding key concepts such as Free Appropriate Public Education (FAPE), 504 plans, and Individualized Education Plans (IEPs).
- Policy and Legislation: Differentiating between policy making and legislative processes and understanding how each can impact advocacy efforts.
- Putting it into Action: Parents will break into groups to focus on either school advocacy or policy and legislation advocacy. They will work on practical activities, such as improving IEPs or advocating for specific legislative or policy changes.

2. Mary Glory Foundation, requesting \$7,489.

The applicant will partner with Southwest Institute for Families and Children to host the Inclusive Connections for People of Diverse Abilities: Family Resource and Career Exploration Conference in April 2025 for people with I/DD and their families and caregivers in Queen Creek and San Tan Valley communities. The half-day conference will focus on self-determination and meaningful careers for people with I/DD. They plan on reaching up to 75 participants to learn about the importance of self-advocacy, different career paths, and opportunities for personal and professional growth. Vendors will be able to engage with

participants to share their information. The event will take place at Arizona Central Community College. All materials will be created in plain language, in Spanish, and the conference will provide CART and ASL accommodations. There is no cost to register for the conference. Speakers will be identified to discuss the topics of the history of the self-advocacy movement, post-secondary education and transition planning, employment rights and responsibilities. Outreach to the Gila River Indian Tribe, the Gila River Youth Council and Tribal Health Department will occur to invite them to participate in the Conference and as a vendor. The budget supports the costs of the half day Conference, including SWI as consultants, accommodation requests by the participants, supplies and printing of materials and personnel. The Conference will not be recorded.

3. Southwest Institute for Families, requesting \$7,495.

SWI will host an online self-advocacy conference to bring 50 self-advocates from around the state to learn and share their lived experiences on various topics that are important to them. Five presentations/themes will be covered, self-advocacy, education, healthcare, employment, and independent living. The Conference will be held in May 2025 and there is no registration fee. The Sonoran Center will partner with SWI to create the online registration form and will host the conference on their Zoom platform. They will also participate in SWI's conference committee. Conference materials will be in plain language and available in electronic format, but SWI will provide the documents in any alternative format as requested. Spanish translation of materials will also be available. The budget supports the costs of the conference, including personnel costs and any conference accommodation. The Conference will be recorded, and videos created to upload to SWI's YouTube page and on their website.

Chairperson Monica Cooper made a motion to approve all three proposals recommended by the outside evaluation committee for conference sponsorship and training in the amount of \$22,484. The motion was seconded by Kelly Roberts. The motion carried.

F. New RFGA-Internet Safety-NAU/IHD- OPS-Online Privacy and Safety

This item was tabled until the Executive Committee meeting on June 14, 2024. A Committee Member needed to recuse herself, which resulted in the loss of a quorum.

G. New Policy for Renewal Proposals

Jon Meyers reviewed the change to the grant making process. This includes issuing multi-year contracts, where appropriate. The process will help address the challenges with contract extensions and the renewal application process and provide greater continuity to grantees. The Council will still require regular reporting from the grantees, but the desire is to capture more data prior to making continued funding decisions. This process will still be dependent on the federal funding amount received annually and the continued availability of those funds.

No action was taken on this item.

H. The Arc of the US/The Arc of Arizona- Self-Advocacy Coalition Renewal Proposal

Marcella Crane gave an overview Self-Advocacy Coalition renewal proposal submitted by The Arc of AZ, requesting \$60,000. The Arc of Arizona, with The Arc of Tempe will continue to meet the Self-Advocacy mandate. The budget for year 2 supports the work of the project undertaken by The Arc of Arizona and The Arc of Tempe. During this past year, they have initiated the following activities:

- The Arc of Tempe launched Arizona Achieve, the statewide coalition of self-advocates, which serves as the central hub for all information, programming, resources, events, and outreach via their newsletter. Social media is a large part of their outreach efforts, including FB, and in the next year will expand to using Instagram and TikTok.
- Outreach to expand the number of self-advocates increased this past year. 87% of their members are self-advocates and are from across Arizona. Also, part of their membership includes family members and professionals. Targeted ads on FB will continue to expand into other rural areas.
- Arizona Achieve coalition meetings have been a strong foundation for their growing base of members and they meet monthly. It is driven by and for self-advocates leading the discussion to address what is important to them. One area they would like to address is the lack of transportation.
- Self-Advocacy training is a large component of the work The Arc of Tempe conducts. They successfully delivered leadership training at three Arc chapters across Arizona. This included the chapters Y.E.S., Pinal County Arc and Mohave County Arc. Two more sessions will be completed by June 30 at Santa Cruz County Arc and one training at Tuba City. Feedback provided refinement of the training materials and comments have been positive, such as members stated, "I learned how to use my voice and put my story together", "I would encourage my customers that their voice does matter in any situation", and "I used this training to talk to legislators".
- Peer-mentoring program debuted in October and through the year, 6 pairs were matched (3 self-advocates with adults). These matches allowed self-advocates to improve their self-determination skills and helped achieve their personal goals.
- Created a transportation video in Tuba City. This idea came about through the monthly meetings where self-advocates focused on the lack of transportation. The Northern Arizona Tribal Disability Coalition (NATDC) shared their personal stories and their advocacy around the lack of public transportation on the Navajo Nation. In response to this, Arizona Achieve undertook a special project related to the goal of transportation accessibility. Coalition members decided that Arizona Achieve should create a video to spread awareness about this transportation issue. In February, the Project Director spent two days in Tuba City, filming the surrounding area and interviewing members of NATDC on the lack of transportation and accessibility. They continue to conduct more interviews for the video and once completed, it will be shared widely.
- Disability Policy Seminar - Capitol Hill Day. Members from The Arc of Arizona and The Arc of Tempe attended the Disability Policy Seminar and were able to meet with various Arizona's congressional legislators & staff to share their personal stories and advocate for key disability issues, such as the lack of transportation, disability benefits and other topics. As a result of these meetings, Ryan Barry with The Arc of Tempe, is in communication with Representative Staton's office to lay the groundwork for a dialogue

aimed at addressing the rural transportation issue. Rep. Staton serves as Vice-Chair of the House Transportation Committee.

Activities for Year 2 will focus on the following:

- The Arc of Tempe and self-advocates to attend more statewide conferences to share their work and to encourage new members to join.
- Creating awareness videos and videos featuring self-advocates. Further promotion using FB, Instagram and TikTok.
- Continuation of the Peer mentoring program; currently is on-line for the matches that meet twice a month for 30-45 minutes and they meet in person to work on projects. A graduation is held at the end of the mentoring partnership.
- Continuation of the monthly Coalition meetings, held on the first Friday of every month in the afternoon for self-advocates to express and share their stories and collaboration of projects.
- Creating curriculum videos and having a library of online courses for self-advocates. These videos will be no longer than 10 minutes in length and each video will cover various topics. This collection of videos will be critical for Arizona Achieves online leadership training course. Although the framework of this course is already in place, the introduction of video content will elevate the overall quality of the course. Members will be guided through the curriculum, starting with basic self-advocacy topics, and graduating to more complex topics. Members will be able to navigate through each course chapter at their own pace based on their needs. This course not only facilitates more engagement with the material but allows us to monitor their progress to ensure they benefit from the course. By creating these videos, they will broaden the accessibility of these educational resources.
- The Arc of Tempe will closely work with state legislators to create impactful legislation and work collaboratively with other partners, non-profits, and government agencies, such as Maricopa County of Governments (MAG) and NACOG – Northern AZ Council of Governments. Having a dialogue with key stakeholders around problems helps to find solutions to these issues people with I/DD face.
- Continue to conduct in-person training on self-Advocacy Leadership. In Year 2, they will implement a hybrid approach, with four basic in-person trainings and two advanced Zoom training sessions for more advanced topics. They will conduct basic self-advocacy training at in-person locations for those unfamiliar with self-advocacy. Meanwhile, advanced topics will be offered separately via Zoom. This approach will retain engagement of the participants and effectiveness. And if needed, they will adjust the training based on different needs and topics.

Chairperson Monica Cooper requested a motion to approve the Self-Advocacy Coalition renewal proposal submitted by The Arc of Arizona in the amount of \$60,000. Motion was made by Vijette Saari; seconded by Kelly Roberts. The motion carried.

I. The Arc of the US/The Arc of Arizona- Supported Decision-Making Renewal Proposal

Marcella Crane gave an overview of the Supported Decision-Making renewal proposal submitted by The Arc of Arizona, requesting \$80,000. The Arc of Arizona, in collaboration with Disability Rights of Arizona (DRAZ), is requesting second year funding to expand and sustain the supported decision-making initiative. SDM overall goal is to reduce guardianship and shift towards a more inclusive and empowering approaches for individuals with I/DD to retain their rights to make their own choices.

In Year 1, The Arc of Arizona with DRAZ completed the following activities to support SDM:

- Established a working advisory committee of 20 members that provides valuable feedback on tools and planning resources, and other insights throughout the project.
- Developed and adjusted, as needed, training materials based on feedback from the advisory committee, and from participants who attended the training sessions.
- Conducted 14 training sessions around the state of Arizona, both in-person and virtual, reaching an approximately total of over 1400 individuals.
- Developed various resource materials that include videos featuring self-advocates and parents; a one-page flyer explaining SDM and ensuring all resource materials are in plain-language and accessible.
- Expanded outreach efforts through social media platforms, newsletters, direct emails, and partnerships with other disability organizations.

In year 2, The Arc of Arizona will maintain many of the same activities and expand to new ones. These include the following:

- Conduct a minimum of 12 training sessions in Year 2, of which 6 of the training sessions are conducted outside of Maricopa County in the communities of Lake Havasu, Flagstaff, Page, Show low, Wickenburg and Yuma. The remaining training sessions will be virtual. The minimum number of participants per training is 8, however The Arc of Arizona has seen larger number of participants at each of their training sessions.
- Focus of training may include any of the following groups: Individuals with I/DD and their families/caregivers; Service providers; Financial professionals, including trust managers, Healthcare professionals, including, clinics, hospitals, administrators, clinicians, physicians. Judicial and Legal professionals; Educational agencies, including public and charter schools, school districts, community colleges, universities, teachers, transition specialists.
- The Arc of Arizona and DRAZ will participate and provide training and share resources at a minimum of two (2) statewide conferences where SDM would be relevant.
- The Arc of Arizona will maintain and work with the SDM board; meet with them on a quarterly basis. Feedback from the board will be incorporated on SDM training and resources.
- Maintain and expand the Communication Plan created in Year 1. These include stories to present in traditional media (newspaper, TV, radio), blogs, videos, and use of digital and social media marketing efforts, and more targeted approaches to communities, and certain groups who would benefit from learning about SDM.

- New this year, The Arc of Arizona will develop a train-the-trainer component to broaden statewide reach and create a path for future sustainability. To begin to put the model together, The Arc of Arizona will first focus on developing a pilot of specialized training for potential future trainers. Then they will establish standardized requirements for successful completion of SDM training and create a process for tracking and supporting approved trainers. The official train-the-trainer model will fully start in year three.
- The Arc of Arizona will seek alternative sources of funding to sustain SDM, post ADDPC grant funding.

Chairperson Monica Cooper requested a motion to approve the Supported Decision-Making renewal proposal submitted by The Arc of Arizona in the amount of \$80,000. Motion was made by Vijette Saari; seconded by Kelly Roberts. The motion carried.

J. Renewal Proposals-Pregnancy Supports

Marcella Crane gave an overview of one of the three proposals submitted for renewal funding based on the solicitation for Support and Services for Prospective Parents and Parents with Disabilities. The NAU/IHD proposal was not reviewed as it could not be voted on due to lack of a quorum. The Sonoran Center proposal was awaiting further revisions, so the staff did not feel it was ready for approval during this meeting. Both proposals will be reviewed and voted on at the Executive Committee.

The Arizona State University School of Social Work is requesting \$35,604 for their renewal proposal.

In year 1, ASU's project helped raise awareness of best practices, policies, and support models for parents and prospective parents with disabilities amongst social services providers in Arizona, including social workers and other social service professionals. During this past year, ASU completed an extensive literature review, convened an expert panel of 12 individuals with diverse backgrounds who provided detailed input into the guide and researched existing models supporting parents with disabilities. In this last quarter, they completed the user -friendly guide, and they are currently in the process of finalizing their four training sessions (Tucson, Yuma, and Flagstaff each in person), and a hybrid training in Phoenix so that social workers and other social service professionals from across the state can participate.

Additional information on the user-friendly guide. The guide succinctly introduces eight underlying concepts helpful for working with parents with disabilities and prospective parents with disabilities (i.e. parental supports; parental risk factors do not cause child endangerment; the good enough parenting standard; presumption of unfitness bias; universal design, disability rights framework, social model of disability, and disability justice framework) and explaining these concepts as they relate to working with parents and prospective parents with disabilities.

The guide includes best practice tips for social workers and social service providers when working with parents with disabilities that align with practice concepts common in social

work, such as the strengths-perspective and self-determination. It also introduces six promising models that social workers, other social service workers, and community advocates could use as models for establishing services or supports in their own agencies or communities, or as aspirations for state-level policy change. These six promising models complement the individual-based, behavioral approaches that have been developed and tested that focus on training and educating parents, as well as informal family and peer support.

The user-friendly guide includes a brief historical overview of treatment of parents with disabilities, a brief overview of relevant federal and state policies, links to state and national resources for more information, links to model programs, and seminal readings about services and support for parents with disabilities. English and Spanish language versions of the user-friendly guide are currently in production with the user-design consultant and will be available and disseminated by June 30, 2024.

ASU has proposed the following activities in Year 2 if funded:

- Expand the outreach and training sessions to eight new audiences that may include paraprofessionals, psychology students, two tribal colleges and the LEND program at UA. The project director will also conduct a minimum of four training sessions to larger conferences, such as the Arizona Rural Health Conference, the Summer Institute for Behavior Health in Flagstaff, The National Association of Social Workers AZ Chapter's Annual Conference in Phoenix, and the Conference for Behavioral Health Providers in Tucson.
- Enhance or maintain materials, such as creating simple videos of their training, making them available on ASU School of Social Work YouTube Channel. Feedback from the training participants will be used to share with their expert panel and to update their training materials.
- ASU will enhance their communication plan to draw more attention to the user-friendly guide and to the training videos that are created. The project director will work with ASU News to create at least one media story on this project that will be published online at ASU and shared with other media sources. Also, the project director will conduct media outreach in Tucson, Yuma, and Phoenix for potential stories to share, and to publish an article in *The Conversation* which is aimed for lay audiences.
- Their evaluation process will capture who attends training, feedback on the satisfaction/usefulness and effectiveness of the user-friendly guide and training, demographics of participants, metrics such tracking the number of downloads of the user-friendly guide, including number of downloads of the guide in English and Spanish, and analytics of any video posted on YouTube and ASU media sources.

Chairperson Monica Cooper requested a motion to approve the Arizona State University School of Social Work renewal proposal in the amount of \$35,604. Motion was made by Vijette Saari; seconded by Kelly Roberts. The motion carried.

L. Adjourn

Chairperson Monica Cooper adjourned the meeting at 9:52 a.m.

Dated this 11th day of June 2024
Arizona Developmental Disabilities Planning Council