

1. Describe your organization, and how it is involved in the disability community. Provide a brief summary of the types of successful programs and services offered to self-advocates.

Since 1989, Community Options, Inc. has expanded employment and housing opportunities for thousands of people with intellectual, developmental, and physical disabilities; autism; and traumatic brain injuries. All programs and services are tailored to the unique needs of 56 Arizona residents and more than 3,800 people with disabilities in 11 states nationwide.

Community Options believes that everyone who wants to work should be given the opportunity to do so, no matter the level of their disabilities. One core program, supported employment, assists five Arizona residents and 804 people nationwide in obtaining jobs in the community. Employment Specialists guide participants in applying to positions that align with their career goals, interests, and skill sets. Once individuals secure employment, then Job Coaches work alongside participants until they are able to complete all tasks independently. Our comprehensive program ensures that people with disabilities attain and maintain employment for the long-term.

Community Options operates luxury office centers, flower shops, and retailers that offer paid-employment training opportunities for 55 individuals with disabilities. All trainees earn minimum wage or better and obtain opportunities for advancement in their careers. Community Options' highly trained employees do whatever needs to be done to help people with disabilities experience the confidence and pride that comes with receiving a paycheck.

Residential programs offer housing that is integrated into communities. Employees offer individualized 24/7 care for 19 individuals in eight homes throughout Arizona. Small home settings allow for individuals to lead comfortable and fruitful lives.

Day program services are designed to provide meaningful opportunities for people with disabilities to become members of their local communities. Individuals with disabilities have the opportunity to volunteer at nonprofit organizations, enroll in fitness classes, attend musical performances, visit museum exhibits, and more. Community Options currently supports 20 Arizona residents with disabilities through day program services.

2. Describe your experience, expertise and qualifications that your ability to successfully deliver the proposed project requirements as described in this Scope of Work.

Community Options, Inc. brings 30 years of experience in developing comprehensive services for people with disabilities. As a Gold Standard agency, certified by the Commission on Accreditation of Rehabilitation Facilities (CARF), Community Options received the highest honor for its commitment to continually enhancing the quality of care provided and program satisfaction among individuals served.

Community Options is ready to assume the mantle of leadership in implementing Meaningful Life | Meaningful Love because of who we are as a collective culture – trustees, organizational leaders, advisory board members, donors, and staff at every level of care. As a national 501(c)(3) nonprofit organization, the Board of Directors and President and CEO provide

strategic administration for Community Options' programs and services in 11 states nationwide. The Board of Directors provides financial and business oversight to Community Options in terms of compliance, risk management, ethical standards, and best practices. Each regional office is also supported by an active Business Advisory Committee (COBAC) comprised of local business representatives and community members who offer guidance and support to further develop Community Options' programs.

Community Options believes in the dignity of every person, and in the freedom of all people to experience the highest degree of self-determination. To that end, our highly trained employees guide people with disabilities every day in learning how to advocate for themselves on personal, local, regional, and national levels. In 2015, President and CEO, Robert Stack and Director of Training Ana Maria Herrera published *Meaningful Day*. The 40-unit curriculum provides people with disabilities with the tools, resources, and experience necessary to become active members of their local community. One unit, "Self-Advocacy," guides people with disabilities in gaining an understanding of their rights, communicating their needs, accessing support services, etc. As a result of the program, people with disabilities have met with local officials, voted in elections, launched their own peer self-advocacy groups, and more. Community Options will build upon its experience in supporting people with disabilities in leading self-determined and meaningful lives.

3. Do you plan on subcontracting any part of the proposed project as part of this application? If so, describe who or how you will procure the subcontractor(s). Describe how you will provide oversight of any approved subcontractor. Ensure all costs are detailed in the budget.

SUBCONTRACTORS:

Elevatus Training, LLC: Community Options, Inc. plans to partner with Elevatus Training to train self-advocates and social services professionals to co-lead sex education and healthy relationships classes for people with disabilities. Elevatus Training will also supply the program's curriculum and provide on-going technical assistance for Community Options' leadership and employees throughout the 12-month grant period.

Community Options views its partnership with Elevatus Training as a collaborative effort to enhance the lives of individuals with disabilities. Prior to the program's establishment in Arizona, the Project Directors will meet with the Founder of Elevatus Training to schedule and plan the two-day trainings in Tempe, Arizona. The Project Director, Sexuality Educators, and Founder of Elevatus Training, LLC will also convene on a quarterly basis to discuss lessons learned, mitigate any problems that arise, and make program adjustments as necessary.

Elevatus Training's mission is to empower people with developmental disabilities to lead safe and sexually healthy lives. Most recently, the company collaborated with the Michigan Developmental Disabilities Council to present a state-wide training for teams of self-advocates and social services professionals to lead educational programs pertaining to sexuality and healthy relationships. The company also offers online courses and resources for self-advocates, parents and guardians, and social services professionals.

Tempe Public Library: Community Options will rent one of Tempe Public Library's meeting room spaces for the two-day Sexuality Educator training for self-advocates and social services professionals in Maricopa County, Arizona. Once participants complete the trainings, then they will have the tools and skills necessary to lead weekly classes for people with disabilities about healthy relationships and sexuality.

After conducting an extensive research processes regarding room rental availabilities in the local area, Community Options selected Tempe Public Library as the host-site for the two-day training in Maricopa County, Arizona. The library provides high-quality and budget-friendly meeting spaces for community members, nonprofits, and local businesses. All meeting room spaces offer tables, chairs, projectors, screens, whiteboards, etc. Prior to the kick-off training, the Project Director will meet with library staff to plan the event and reserve necessary equipment to ensure a successful program launch. Additionally, the Project Director will reserve extra time before and after the event to coordinate with library employees to test the equipment and set-up the room for the training.

4. Which Objective will be addressed and briefly describe why? How many persons with I/DD do you expect to have participated in your program by the end of first year of funding? How will you know if your program is successful?

KEY OBJECTIVES:

Community Options proposes Meaningful Life | Meaningful Love to fulfill the Self-Advocacy Objective Number 1: "The Council will increase and support opportunities for persons with I/DD who are community leaders, to provide leadership training and peer mentoring that will prepare and support their peers who wish to promote the positive perception and inclusion of persons with I/DD in their community."

Meaningful Life | Meaningful Love will support the Council's objective by accomplishing the following within one year:

- 1) Up to 20 people with intellectual and developmental disabilities are empowered to cultivate and maintain safe, healthy romantic relationships in their local communities, leading to more fulfilling and self-determined lives.
- 2) Up to eight individuals with intellectual and developmental disabilities become trained Sexuality Educators, allowing for them to serve as peer mentors and become leaders in building communities that are more inclusive of safe and healthy romantic relationships among people with disabilities.

Up to 20 people with intellectual and developmental disabilities are empowered to cultivate and maintain safe, healthy romantic relationships in their local communities, leading to more fulfilling and self-determined lives.

People with disabilities experience significant barriers in enjoying safe, healthy, and meaningful relationships. The U.S. Department of Justice reports that people with intellectual and developmental disabilities are seven times more likely to be sexually assaulted than people without disabilities. This population is also less likely to access quality sex education, healthcare, and contraception (Stinson, Christian, and Dotson, 2002). People with disabilities are

also often viewed as asexual or unable to understand sexuality and relationships (Murphy & Elias, 2006). Therefore, comprehensive sex education and trainings are crucial in order to improve the health, safety, and quality of life among more than 425,000 people with disabilities residing in Maricopa County in Arizona (U.S. Census Bureau, 2017).

Meaningful Life || Meaningful Love will provide people with disabilities with the education, tools, and confidence necessary to cultivate and sustain healthy romantic relationships in their local communities. The curriculum's units provide participants with a variety of information, including types of relationships, sexual health, crisis prevention lessons and techniques, and more. Individuals will become sexual self-advocates by learning how to communicate their needs and desires with intimate partners, peers, family members, and staff. People with disabilities will also gain an understanding of their rights and choices regarding their sexuality, allowing for them to lead more meaningful and autonomous lives for the long-term.

Up to eight individuals with intellectual and developmental disabilities become trained Sexuality Educators, allowing for them to serve as peer mentors, as well as become leaders in building communities that are more inclusive of romantic relationships among people with disabilities.

People with disabilities encounter numerous obstacles in ensuring that their rights regarding their sexuality and romantic relationships are respected. Despite laws that prohibit involuntary sterilization among people with disabilities, many parents, guardians, and special education teachers are still likely to express support for this egregious violation of human rights (Aunos & Feldman, 2002). Additionally, parents, guardians, and special education teachers continue to predominately report negative attitudes towards individuals with disabilities becoming parents (Aunos & Feldman, 2002). Meaningful Life || Meaningful Love will support people with disabilities in making informed decisions about their relationships and sexuality, leading to more self-determined lives for the long-term.

As a result of Meaningful Life || Meaningful Love, up to eight self-advocates and eight social services professionals will be trained to become Sexuality Educators. Sexuality Educators will learn how to advocate for themselves, their peers with and without disabilities, and the broader community. People with and without disabilities will become partners in advocating for communities that are more inclusive of safe, healthy, and meaningful relationships.

MEASURING SUCCESS:

Community Options seeks to empower people with disabilities to cultivate and maintain safe and healthy romantic relationships. The curriculum will support people with disabilities in making educated decisions regarding their relationships and sexuality. Therefore, success will be defined according to each individual. Individuals may request guidance in understanding their choices and bodies, starting families of their own, options for contraception, and more. Other individuals may be unsure about their personal beliefs regarding sexuality and require the support necessary to explore these issues. Community Options will partner with self-advocates, social services professionals, and families to tailor the program to meet each individual's unique needs and assess their personal goals accordingly.

5. In what county or counties will the program take place? Describe why these communities'

are selected.

Accessing quality sex education is rare for the majority of Arizona residents. According to the Guttmacher Institute, Arizona is one of 18 states that does not require schools to provide sex education. Specifically, Phoenix Union High School District in Maricopa County has only mandated sex education programs since 2015. When schools in Arizona do offer sex education, the quality of the curriculum is often compromised. For example, Tucson Unified School District in Pima County provided abstinence-only sex education until 2016. Arizona schools also historically lacked the inclusion of the LGBTQ community in sex education programs. In April 2019, Arizona repealed a nearly 30-year old law that prohibited schools from “promoting homosexual lifestyles” in sex education classes. For these reasons, Community Options proposes Meaningful Life || Meaningful Love to bridge the gap to provide an inclusive and comprehensive sex education program for people with disabilities in Maricopa County in Arizona. The person-centered program will encourage individuals to explore their sexuality and make informed choices regarding their relationships moving forward. The program will also be inclusive of individuals with disabilities who identify as LGBTQ by offering valuable support and lessons, including information about gender identity and expression.

6. Describe in detail your program design for the self-advocacy objective you're writing about. Include details on the strategies/ activities that will be used to meet the Council's Goal. In writing about your program design, address these points, if applicable, and address other areas that are not listed below:

- *What efforts will be used for recruitment and retention of persons with I/DD*
- *Discuss if any assistive technology will be part of the program*
- *State who the community partners are and what role they will provide*
- *Describe the curriculum that will be used and how effective it is in self-advocacy training*
- *Discuss how you plan to engage non-disability groups, showing how your program will be designed for community integration*

PROPOSAL OVERVIEW:

Community Options, Inc. proposes Meaningful Life || Meaningful Love to empower up to 20 people with intellectual and developmental disabilities to cultivate and maintain healthy romantic relationships in the Maricopa County communities. Community Options will launch the program by partnering with Elevatus Training, LLC to lead two-day Sexuality Educator Trainings for individuals with disabilities and social services professionals. Social services professionals will be existing staff from Community Options, Inc. and other local providers. Leadership at Community Options, Inc. and other providers will identify and select candidates with intellectual and developmental disabilities to become trained to become paid part-time Sexuality Educators to co-lead classes alongside social services professionals.

The two-day Sexuality Educator Trainings will be held at meeting rooms at the Tempe Public Library. These meeting rooms will allow for speakers and participants to have access to high-quality projectors and screens, as well as serve as a platform for community engagement.

Individuals who need hearing accommodations will have access to hearing loop technology in meeting spaces as well.

Teams of social services professionals and individuals with disabilities will partner to co-lead up to eight sex education classes serving up to 25 people with disabilities residing in Maricopa County. Participants will gain the knowledge, tools, and confidence to develop positive and meaningful relationships in the community through this comprehensive sex education intervention program.

Community Options will partner with the Arizona Association of Providers for People with Disabilities to recruit participants for the Sexuality Educator Trainings and weekly Meaningful Life || Meaningful Love classes. Community Options will prepare emails for the Association to distribute to their membership list. The Arizona Association of Providers for People with Disabilities is a 501(c) 4 statewide consortium of more than 80 providers that offer programs and services for individuals with intellectual, developmental, and physical disabilities. Community Options' partnership with the Arizona Association of Providers will ensure that more people with and without disabilities are able to take advantage of this unique program.

PROGRAM GOALS:

Meaningful Life || Meaningful Love seeks to accomplish the following goals:

1. People with disabilities gain the knowledge, tools, and resources to make informed decisions about their romantic relationships and sexual health in their local communities.
2. People with and without disabilities form strong partnerships, leading to more of an inclusive solution that improves the sexual health and wellbeing among people with disabilities.
3. Approximately five people with disabilities participate in each class, allowing for safe spaces for discussions and support as individuals examine their sexuality and health.
4. Up to 25 people with disabilities learn how to cultivate meaningful and healthy relationships, leading to a higher overall quality of life.

People with disabilities gain the knowledge, tools, and resources to make informed decisions about their romantic relationships and sexual health in their local communities.

Community Options will partner with the Elevatus Training, LLC to launch up to eight weekly sexual health education classes in Maricopa County in Arizona. Featured by *NPR* in January 2018, the highly acclaimed 22-unit curriculum by Elevatus Training is designed to give individuals with disabilities a comprehensive understanding of sexual health and romantic relationships. Each class will last for between one and two and a half hours, based on the participants' needs and preferences. Sexuality Educators will tailor the instruction to the participants and may extend or repeat lessons if necessary. The year-long course will run in two 11-week sessions. A brief description of two of the 22 units are depicted below:

- **Moving from Friend to Partner/ Sweetheart:** Participants discuss how they feel when they are attracted to another individual. Class members learn about ways to demonstrate that they are romantically interested in other people and practice ways to ask someone out on a date.

- **Decision-Making:** Participants learn how to identify a potential crisis situation, brainstorm solutions, and make informed and safe decisions moving forward. Participants learn how to advocate for themselves and their needs.

Meaningful Life || Meaningful Love will allow for people with disabilities become sexual self-advocates, leading to more safe, self-determined, and meaningful lives. The program will empower people with disabilities to communicate their needs with intimate partners, as well as their rights regarding their bodies, relationships, family planning, and more.

People with and without disabilities form strong partnerships, leading to more a more inclusive solution that improves the sexual health and wellbeing among people with disabilities.

Elevatus Training's curriculum is unique in that it was designed for and by people with disabilities. The curriculum's author, Katherine McLaughlin, M.Ed., knows first-hand the difficulties that people with disabilities face in developing healthy romantic relationships in the community. When she was 26 years old, Ms. McLaughlin experienced a spinal cord injury and became a permanent wheelchair user. She began to personally experience the stigmas that society holds, including the beliefs that individuals with disabilities are asexual or underserving of loving relationships. As a certified as a sexuality educator by the American Association of Sexuality Educators, Counselors and Therapists and Founder of Elevatus Training, LLC, Ms. McLaughlin not only has the expertise to implement high-quality sex education programs, but also the personal experience to create a person-centered curriculum.

The Meaningful Life || Meaningful Love program will be comprehensive, effective, and uniquely tailored to each individual's needs. People with and without disabilities will partner together to co-lead weekly sex education classes. By executing an inclusive leadership structure, we are able to provide instruction that is completely person-centered. Meaningful Life || Meaningful Love will bring people with and without disabilities together to improve the sexual health and wellbeing among people with disabilities. Individuals with disabilities will learn how to take ownership over decisions regarding their sexual health and relationships, while also becoming self-advocates in their local communities.

Meaningful Life || Meaningful Love address the Council's first objective by providing unique opportunities for people with disabilities to become peer mentors. Up to four people with disabilities will be trained to become Sexuality Educators. These individuals will serve as leaders, experts, and supports for their peers in pursuing safe, healthy, and meaningful relationships in their local communities.

Approximately five people with disabilities participate in each class, allowing for safe spaces for discussions and support as individuals examine their sexuality and health. Sexuality is a difficult and sensitive topic to discuss, especially in the context of public settings. Meaningful Life || Meaningful Love's coursework will allow for open discussion regarding complicated issues, such as intimacy and sexual acts, pregnancy, contraception, sexual assault and abuse, and decision-making about sex. For this reason, Community Options will institute small classes of approximately five participants each. Small class sizes will allow for group

discussions in comfortable settings and instill a sense of community. Groups members will be able to provide mutual support in settings designed for therapeutic conversations and practices.

Community Options is committed to providing person-centered and supportive care environments across all programs. All of Community Options' staff members utilize the Gentle Teaching Model to promote positive environments of mutual trust and companionship. Dr. John J. McGee's Gentle Teaching Model supports companionship between caregivers and the individuals with disabilities whom they support. Gentle teaching also encourages employees to demonstrate love and care during moments of tension. In our nearly 30-year experience in incorporating Gentle Teaching principles, we have found that supportive care environments encourage individuals to lead more enjoyable and fruitful lives. Community Options will direct employees to utilize these principles when leading Meaningful Life || Meaningful Love classes.

Up to 25 people with disabilities learn how to cultivate meaningful and healthy relationships, leading to a higher overall quality of life.

Meaningful Life || Meaningful Love will break down the barriers that inhibit positive and meaningful relationships among people with disabilities. The curriculum is taught in a way that is adapted to individuals' unique learning styles. The book relies on utilizing a variety of pictures and concrete examples to describe situations, as well as role playing to practice the curriculum's concepts. Participants will learn how to make decisions about their sexual health and romantic relationships, as well as how to identify and respond during crisis situations. Additionally, people with disabilities will gain valuable knowledge pertaining to caring for their bodies; sexual feelings, attractions, and acts; family planning; Sexually Transmitted Infections (STIs) and Sexually Transmitted Diseases (STDs); and other issues related to sexual health and romantic relationships. These tools will give people with disabilities the knowledge and confidence to maintain healthy and meaningful relationships in the community.

Research demonstrates that positive, romantic relationships have numerous effects on individuals' overall wellbeing. Per (2018) research by Roberson, Shorter, Woods, and Priest, close and supportive relationships are linked with decreased rates of illness and mortality, as well as improved physical and mental health overall. Smith and Baucom (2017) also reported that the presence of committed and healthy romantic relationships lowers the risks of heart disease. Therefore, individuals with disabilities who maintain positive, romantic relationships will not only lead more enjoyable lives, but also healthier ones for the long-term. Community Options is committed to encouraging people with disabilities to experience life to the fullest— including fulfilling their romantic desires and maintaining positive relationships in local communities across Arizona.

7. Describe how the program design, and if curriculum is used, will be culturally and linguistically competent, and sensitive to various groups of individuals (age, gender, learning disability)? If changes are necessary, describe how changes will be incorporated

Community Options, Inc.'s commitment to cultural competency and diversity is demonstrated through our hiring practices, staff orientation, and commitment to serving individuals from diverse cultural and socio-economic backgrounds. Community Options' staff are required to complete a comprehensive diversity training which emphasizes awareness of cultural differences

and cross-cultural communication. We focus our staff education on five abilities to achieving Cultural Competence:

- 1) We value the diversity of our team members and individuals we serve
- 2) We strive to assist our team members in understanding their own culture
- 3) We educate our team members on how culture affects life situations and how individuals react to everyday life
- 4) We value our ability to learn and teach about others
- 5) We pride ourselves in adapting to meet the needs of others and their cultures

Community Options, Inc. does not refuse services to any individuals on the grounds of race, sex, color, national origin, religion, or any other legally protected status. All employees are required to complete diversity training to understand the needs of the individuals supported. As a person-centered organization, Community Options' staff always ask individuals supported how we can best serve their cultural and language needs. Based on individuals' self-identification, Community Options will make the appropriate language and cultural necessities available.

Community Options is dedicated to ensuring that the Meaningful Life || Meaningful Love program is accessible to all. As a curriculum designed for and by people with disabilities, Meaningful Life || Meaningful Love's classes will be accessible to all individuals' learning needs and styles. The curriculum incorporates pictures and simple language to ensure that everyone has the ability to lead and participate in weekly classes. If needed, lessons and handouts are also available in Spanish as well.

8. What steps will be taken to address program barriers, including any problems with recruitment, community partners, transportation, or with other tasks.

Community Options brings 30 years of experience in operating comprehensive and high-quality programs for individuals with disabilities. The organization is committed to implementing a successful sex education program for people with disabilities in Arizona.

The Project Directors will provide on-going support for Sexuality Educators during face-to-face meetings. During these meetings, the Project Directors will monitor program progress, gain feedback from Sexuality Educators about their experiences, and address any ongoing issues. The Project Directors will conduct periodic site visits to classes to ensure high quality services at all times. Sexual Educators will also provide continual follow-up with class participants and refer them to other resources as necessary, such as counseling. Continual staff involvement enables the Meaningful Life || Meaningful Love staff to provide follow-up support to individuals, as needed.

The Meaningful Life || Meaningful Love leadership team (Project Co-Directors and Sexuality Educators) will convene on a bimonthly basis during the first quarter, as well as a monthly basis during the second, third, and fourth quarters, in order to make program adjustments as necessary. Additionally, Elevatus Training will conduct quarterly conference calls with the Project Co-Directors and Sexuality Educators to provide technical assistance. Program staff will have the opportunity to provide feedback on their experience, discuss issues, and receive expert guidance

moving forward. Continual involvement among program leadership and key partners will ensure a successful program.

PROJECT TIMELINE/ IMPLEMENTATION PLAN OF MAJOR ACTIVITIES:

QUARTER	DESCRIPTION	PERSON RESPONSIBLE
1	Hire and train two individuals with disabilities from Community Options, Inc. to become part-time Sexuality Educators in Tempe, Arizona.	Project Director
1	Identify existing employees at Community Options to become trained Sexuality Educators.	Project Director
1	Conduct email marketing campaign to advertise the Sexuality Educator Trainings to other organizations.	Project Director/ Arizona Association of Providers
1	Identify self-advocates and social services professionals from other local providers to participate in the Sexuality Educator trainings.	Project Director
1	Elevatus Training conducts Sexuality Educator Trainings at Tempe Public Library.	Katherine McLaughlin, M.Ed., Founder of Elevatus Training, LLC
2	Conduct email marketing campaign to advertise the Meaningful Life Meaningful Love classes to other providers.	Project Directors/ Arizona Association of Providers
2	Pairs of trained Sexuality Educators (social services professionals and self-advocates) meet to plan for classes.	Sexuality Educators
2	Enrolled participants complete pre-tests to serve as the baseline for data collection.	Project Director/ Sexuality Educators/ Partner Providers
QUARTER	DESCRIPTION	PERSON RESPONSIBLE
2	Meaningful Life Meaningful Love launches	Project Director/ Sexuality Educators/ Partner Providers

	with up to four sex education classes serving up to 25 Maricopa County residents with disabilities. Community Options will host up to five classes per week in Maricopa County. Other providers will host approximately three classes per week in Maricopa County.	
2	The first 11-week session of the year-long Meaningful Life Meaningful Love course concludes. Participants complete their second evaluation surveys. The leadership team evaluates results.	Project Director/ Sexuality Educators/ Partner Providers
3	The second 11-week session of the Meaningful Life Meaningful Love classes begin with up to 50 participants enrolled.	Project Director/ Sexuality Educators/ Partner Providers
4	The second 11-week session of the Meaningful Life Meaningful Love classes concludes. Participants complete evaluation surveys. The leadership team evaluates results.	Project Director/ Sexuality Educators/ Partner Providers
4	Up to 25 people with disabilities have the tools, resources, and education necessary to make informed decisions about their sexual health and romantic relationships.	Project Director/ Sexuality Educators/ Partner Providers

EVALUATION:

1. How will the Applicant assure that participants have a good understanding of the key program objectives?

Community Options, Inc. is dedicated to implementing a successful program that supports people with disabilities in making educated decisions regarding their sexuality and relationships. Developed by Elevatus Training LLC, staff will administer 22-item evaluation surveys to measure individuals with disabilities' knowledge regarding the curriculum's key topics, including communication styles, body parts, sexual acts, and identifying instances of unhealthy relationships and sexual abuse. Prior to the launch of the program, staff will administer pre-tests for all participants. The pre-tests will serve as the baseline for data collection. Upon the conclusion of the first 11-week session, the tests will be administered again to measure participants' progress. The Executive Directors and Sexuality Educators will then evaluate the surveys' results and make program adjustments as necessary. Upon the conclusion of the last unit, staff will administer the surveys again. The Executive Directors and Sexuality Educators will then compare the final surveys' results to the prior tests. The leadership team will then compile a final report discussing the program's overall success and make recommendations for future sex education programs moving forward.

Meaningful Life || Meaningful Love is unique in that support services do not conclude once participants complete the coursework. The classes will form networks of support and guidance to allow for improved relationship development for the long-term.

2. How will the Applicant track participant involvement in the project and understand if self-advocacy increased, and to understand their perspective on how their participation impacted their views and social connections?

Community Options, Inc. seeks to institute a program that promotes individuals' participation and self-advocacy skills for the long-term. Sexuality Educators will track attendance each week and follow up with participants who miss classes to ensure on-going participation at all times. The program's leadership and employees will also measure individuals' abilities to advocate for themselves through periodic evaluation surveys.

See a few examples of the survey questions pertaining to self-advocacy below:

- 1. Which one of the answers below is NOT true about sexual self-advocacy?**
 - a. Sexual self-advocacy is when you do not let people take advantage of you in a relationship.
 - b. Sexual self-advocacy is when you tell everyone about your sex life.
 - c. Sexual self-advocacy means speaking up for yourself and using protection.

- 2. Which one of the answers below describes consent?**
 - a. To be sexual with someone you have to agree together what is ok and what is not ok. Both people have to say yes to sex without lies, pressure or force.

- b. To get someone to have sex with you it is sometimes ok to say, "If you don't have sex with me, I will never talk to you again."

3. There are many choices you can make when you have sexual feelings. Check off the one that is a bad choice.

- a. You can keep them private and to yourself.
- b. You can masturbate.
- c. You can tell a crowd of strangers.
- d. You can be sexual with another person.
- e. I don't know.

Community Options is committed to ensuring that all people, regardless of their abilities or disabilities, exercise their rights to safe, healthy, and loving relationships in their local communities. At the mid-point of the program, the leadership team will collect and evaluate the evaluation surveys. This will allow for the program staff to discuss lessons learned and areas for improvement. If necessary, program staff will have the opportunity to revisit or extend lessons into the following weeks to ensure that all participants are able to make informed decisions regarding their sexuality and relationships.

3. Describe the overall evaluation approach to determine the project effectiveness.

Community Options will build upon three decades of experience in serving people with intellectual and developmental disabilities. The organization will conduct on-going evaluations on both local and national levels to ensure a successful program for people with disabilities in Maricopa County in Arizona.

LOCAL EVALUATIONS:

The Meaningful Life || Meaningful Love leadership team (Project Co-Directors and Sexuality Educators) will convene on a bimonthly basis during the first quarter, as well as a monthly basis during quarters two through four, in order to discuss participants' progress and make program adjustments as necessary. Community Options will also complete quarterly conference calls with Elevatus Training, LLC. These calls will allow for program staff to share about their experiences, ask questions, mitigate any problems that arise, and obtain expert guidance moving forward. Continual involvement among local program leadership and key partners will ensure a successful program.

Community Options will also distribute three surveys to gauge participants' knowledge regarding key topics in the curriculum. Community Options will distribute on survey prior to the program's launch to collect baseline data. Community Options will then disseminate surveys during the middle of the program (end of the 11th week) to measure participants' progress. Lastly, Community Options will collect surveys again after participants have completed the last unit of the curriculum. These surveys will allow for on-going quality assurance.

NATIONAL EVALUATIONS:

Community Options' National Quality Assurance staff collect data on all programs on an annual basis to ensure that all services are administered effectively. This department maintains project

integrity that exceeds the requirements of local licensing standards. Our Quality Assurance staff currently surveys all employees, parents/ guardians, and individuals with disabilities served nationwide on an annual basis. The surveys are administered online via Survey Monkey. Paper surveys are also available, if preferred by certain constituents. The Quality Assurance Department's "Quality of Life Survey" questions are administered on a Likert scale. Stakeholders then indicate the degree to which they agree or disagree with each statement. See four of the 17 survey items for individuals with disabilities served below:

1. My staff care about me.
2. I look forward to going to my program.
3. I can talk about the things that bother me.
4. I make my own choices.

Community Options will build upon our experience in providing high-quality programs for people with disabilities. We know that when we include all stakeholders in the process, then we are able to better evaluate how to meet individuals' needs.

BUDGET NARRATIVE

Personnel/ Salaries:

- **Project Director, Tempe (10% time):** Community Options, Inc. will provide a match for the Project Director's work on the project, calculated at 10% time of her salary (\$65,000). Ms. Tristan "Shandee" Burtis will serve as the Project Director in Tempe, Arizona. She will be charged with overseeing the program's launch, as well as supervising the Sexuality Educators. Ms. Burtis currently serves as the Associate Executive Director for Community Options' Greater Phoenix region in Arizona. As the Associate Executive Director, she oversees Community Options' residential, employment, and day program services for individuals with disabilities residing in the Greater Phoenix Area. Community Options calculates salaries based on the individual's qualifications and educational background, position's roles and responsibilities, and region's competitive market salaries for similar positions.

- **2 Part-Time Sexuality Educators, Tempe (\$12.00/ hour for 20 hours per week for 52 weeks):** Community Options requests funding to support the salaries and benefits for two part-time Sexuality Educators in Tempe, Arizona. Individuals will earn \$12.00 per hour for 20 hours per week for 52 weeks. These individuals will be self-advocates interested in becoming mentors and leaders in educating their peers regarding sexuality and healthy relationships. Individuals will have the ability to work a minimum of 20 hours per week and will complete all necessary trainings upon hire. Individuals will have the ability to work independently with or without necessary accommodations. Community Options calculates hourly rates based on the individual's qualifications and educational background, position's roles and responsibilities, and region's competitive market salaries for similar positions.

- **1 Full-Time Sexuality Educator, Tempe (25% time):** Community Options requests funding to support the salary and benefits for the Community Integration Counselor's work as a Sexuality Educator, calculated at 25% time. This position will earn \$15.00 per hour for 40 hours per week for 52 weeks. The Community Integration Counselor will have a minimum of two years of work experience in serving individuals with disabilities. The position will have a minimum of a high school diploma or GED, valid driver's license, and knowledge regarding the community's local resources and support services. Community Options calculates hourly rates based on the individual's qualifications and educational background, position's roles and responsibilities, and the region's competitive market salaries for similar positions.

Fringe Benefits: Fringe benefits are calculated at 15% of part-time salaries and 26% of full-time salaries. See the calculations below:

TYPE	PERCENTAGE
FICA	7.65%
Retirement	3.00%
Health	7.65%
WC	4.00%
Unemployment	2.00%
Other	1.70%
TOTAL	26.00%

Supplies/ Operating Expenses: Community Options requests \$3,062 to cover supplies for the program. Community Options also requests \$2,700 to cover the costs of Elevatus Training's curriculum, calculated at \$250 per copy for 10 copies and an additional \$200 to cover shipping costs. Lastly, Community Options requests \$362 to cover program supplies and printing capabilities for the Sexuality Educators. Community Options will provide a match of \$188 to cover the remaining costs for program supplies and printing capabilities for the Sexuality Educators.

Rent or Cost of Space: Community Options requests \$200, calculated at \$10 per hour for 20 hours to rent meeting room space at Tempe Public Library. Community Options will provide a match of \$1,440 to cover the costs of conference room spaces at the offices in Tempe (6% of monthly rent = \$1,440).

Contracted Services/ Professional Services: Community Options requests \$5,600 to cover the costs of the two-day training in Tempe, Arizona, calculated at \$4,000. Community Options also requests \$1,600 to cover the consultant's quarterly technical assistance conference calls, calculated at \$1,600. The consultant will provide an in-kind match to cover the remaining costs of conducting the trainings (\$500) and quarterly technical assistance conference calls (\$400). Elevatus Training generously offered to provide services for Community Options' proposed project at discounted rates.

Travel: Community Options requests \$2,000 to cover travel costs for Elevatus Training (consultant) to travel to Arizona to conduct two two-day Sexuality Educator trainings. Travel costs include flights from New Hampshire (the company's headquarters) to Arizona, lodging, rental car, etc.

Administrative/ Indirect Costs: Community Options calculates administrative costs at 10% of the project budget, totaling \$6,061 for this program. Community Options request \$606 to partially support administrative costs. Community Options will provide a match of \$5,455 for balance to support administrative costs.

The 10% allocation includes the following:

- 1) Administrative Salaries
- 2) Fringes
 - a. FICA
 - b. SUI
 - c. Worker's Compensation
 - d. Disability Insurance
 - e. Life Insurance
 - f. Health Insurance
- 3) Rent
- 4) Office Supplies (including postage)
- 5) Staff Trainings
- 6) Property Insurance
- 7) Umbrella Insurance
- 8) Legal
- 9) Other Miscellaneous Expenses

Community Options Inc.

	Request	In-Kind Match	Total Project
Expenses			
Personnel			
Project Director, Tempe- (ED T. Burtis) @ 10% of time		6,500	6,500
2 PT Sexuality Educators- Tempe @ \$12/ hr for 20 hrs/ week for 52 weeks	24,960		24,960
1 FT Sexuality Educator (CIC)- Tempe @ \$15/ hr @ 25% time	7,800		7,800
Total Salaries	32,760	6,500	39,260
Fringes			
Fringe benefits @ 15% of PT Salaries & 26% FT Salaries	5,772	1,690	7,462
Total Fringes	5,772	1,690	7,462
Total Personnel	38,532	8,190	46,722
Occupancy			
Meeting Room Space for Weekly Classes- Tempe (MATCH)		1,440	1,440
Library Meeting Room Rental for 2-day Training- Tempe @ \$10/ hr for 20 hrs	200		200
Total Occupancy	200	1,440	1,640
Consultants			
In-Person Training in Tempe with Elevatus (@ \$4,000 per training)	4,000	500	4,500
Technical Assistance from Consultants @ \$500/ meeting for 4 meetings	1,600	400	2,000
Total Consultants	5,600	900	6,500
Travel Costs			
Consultant Travel to AZ @ \$2,000/ trip for one trip	2,000		2,000
Local staff travel reimbursement -estimate of 862 miles @ \$.58/mile		500	500
Total Travel	2,000	500	2,500
Office/ Program Expenses			
Curriculum @\$250/ copy for 10 copies + shipping (\$200)	2,700		2,700
Supplies	362	188	550
Total Office Expenses	3,062	188	3,250
Administrative/ Indirect Costs @ 10%	606	5,455	6,061
TOTAL	50,000	16,673	66,673