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04-21-21

PO Box 26495
Prescott Valley, AZ 86312-6495
928.445.5038 tel • 928.778.5300 fax
www.pcaaz.org

April 21, 2021

Marcella Crane
Contracts Manager
AZ Developmental Disabilities Planning Council (ADDPC)
3839 North 3rd Street
Suite #306
Phoenix, AZ 85012

Re: Clarification Request, Abuse Reduction Education RFGA No. ADDPC-
FFY21-ERRA-0221

Dear Marcella:

Thank you for sharing your concerns regarding our application submitted for the ADDPC Abuse Reduction Education Grant solicitation. Please consider our clarifications listed in order below:

1. The training will occur in both Maricopa and Pima Counties. There will be as many as 20 trainings in Maricopa County and nine trainings in Pima County. Helping EveryDay Youth, a Tucson organization, will donate training space as an in-kind contribution towards the project totaling \$2,700.00. Helping EveryDay Youth's letter of support is included on page 13. The \$500.00 travel budget will support at least four trips (240 miles round trip) for training lead Michele Thorne to assist Dr. Gabrielle Ficci for the first four trainings. Please reference additional travel budget details listed in the Budget Narrative on page 5.
2. To reach the target populations of parents, grandparents, and organizations who serve differently-abled youth, Prevent Child Abuse Arizona and DAMES will optimize their robust networks. DAMES has deep connections with over 20 organizations serving the I/DD community. The Protective Factors, After the Diagnosis, and Grandparent Connection trainings each include instruction for cultural considerations for building family strengths. However, Prevent Child Abuse Arizona and DAMES will not specifically target or conduct outreach to minority groups beyond parents and grandparents raising differently-abled children.
3. We have included our survey questions on pages 7 – 12 below. Prevent Child Abuse Arizona and DAMES will monitor the success of online

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Mission Statement

Prevent Child Abuse Arizona is dedicated to strengthening families and protecting children through collaboration, education, and advocacy.

trainings through the same survey questions. Though, instead of completing paper surveys, parents will complete online surveys through Survey Monkey. Prevent Child Abuse Arizona will compare survey results of in-person and virtual trainings to assess whether the different formats produce similar outcomes. Prevent Child Abuse Arizona will track the number of virtual trainings, the number of virtual attendees, and the areas in which virtual attendees live to assess the reach of virtual trainings.

4. Prevent Child Abuse Arizona Executive Director Claire Louge will oversee and provide quality assurance for all trainings. DAMES Founder Michele Thorne will lead, train, or co-train all trainings. Contracted trainers Dr. Gabrielle Ficci and Denise Baker will assist Michele Thorne with several trainings.
5. Question 8, page 10 of the proposal:

Ability 360, established in Arizona 40 years ago, provides adaptive recreational space and activities for individuals in the I/DD community, including children. Their space is expansive, and their conference rooms are ideal for hosting these trainings. Ability 360 has agreed to offer DAMES in-kind contributions for the use of educational classrooms and conference rooms should the events be held in person. Typically, Ability 360 charges \$125 an hour for their conference rooms. For the two-hour trainings, DAMES anticipates booking 3 hours to allow 30 minutes of set-up and clean-up. Thus, the cost would be \$375. However, Ability 360 is offering an in-kind donation at a 50% rate. For 20 trainings, this totals \$3,750.00 of in-kind services.

Helping EveryDay Youth is a school-based treatment program that addresses the external behaviors of youth in Tucson. The program aims to inspire and help at-risk youth to succeed in everyday life. Helping EveryDay Youth will host any trainings that occur in Tucson as an in-kind donation. Prevent Child Abuse Arizona and DAMES anticipate hosting nine trainings at Helping EveryDay Youth. The typical room rental fee for Helping EveryDay Youth space is \$100 an hour. For three hours per training (including set-up and tear-down) for nine trainings totals \$2,700 of an in-kind donation.

In total, the grant project will engage \$22,000 of contractor expenses. First, Denise Baker of Life Quest Counseling and Consulting will participate as a co-presenter in the After the Diagnosis series. Denise is will be paid for her time \$250.00 for each 4-part series she co-teaches with Michele, for a total of \$1,000.00

Second, because Prevent Child Abuse Arizona is the fiscal agent for this grant, it will distribute funds to DAMES to reimburse Michele Thorne for her time. Michele anticipates spending 360 hours on the curriculum development, training delivery, and management of the project. At \$50 an hour, this totals \$15,000. Dr. Ficchi is a board member of DAMES, so her reimbursement will also come through DAME's

partnership. Dr. Ficchi anticipates spending 70 hours in reviewing and supporting the curriculum development, totaling \$3,500. Dr. Ficchi will also provide trainings. The typical contracted rate for a Strengthening Families Protective Factors training is \$200 per 2-hour training. We anticipate that Gaby will provide eight 2-hour trainings at \$200 and one of the Grandparent Connection for 8-hours. In total, Prevent Child Abuse Arizona will reimburse Gaby's training delivery at \$2,500. In total, DAMES will receive \$21,000 of the \$22,000 contractor expenses.

6. The total project cost is \$48,507.00. The match provides 25% of that amount at \$12,127.00, secured through three different sources. First, Ability360 offers an in-kind match of \$3,750.00, which represents the other half of the venue costs. Second, Helping Everyday Youth provides an in-kind donation valued at \$2,700 for the use of their space. Third, Prevent Child Abuse Arizona will utilize a \$5,577.00 cash match from Interest Ministries to support Prevent Child Abuse Arizona's time for oversight.

Please reference the updated Budget Request Form, Budget Narrative, survey questions, and Helping Everyday Youth letter of support on pages 4 – 13 to further expound on the information provided above.

If you have any questions or additional requests regarding our modifications and clarifications, please do not hesitate to reach out to me at grants@pcaaz.org.

Thank you for this incredible opportunity for us to reach differently-abled families and children.

Sincerely,



Claire Louge
Executive Director

Budget Request Form

Contractor Name: Prevent Child Abuse Arizona

Contractor Address: P.O. Box 26495 Prescott Valley AZ 86312
Street Address City State Zip

Project Name: Bringing the Protective Factors Framework to Life in the I/DD Community

Budget Category	Requested ADDPC Funds	Non-Federal Cash Match	Non-Federal In-Kind Match	Total Program Cost
Personnel/Salaries	\$6,423.00	\$5,577.00		\$12,000
Fringe Benefits				
Supplies / Operating Expenses	\$400.00	\$100.00		\$500.00
Travel	\$500.00			\$500.00
Rent or Cost of Space	\$3,750.00		\$6,450.00	\$10,200.00
Contracted Services / Professional Services	\$22,000.00			22,000.00
Administrative / Indirect Costs	\$3,307.00			\$3,307.00
Total Costs	\$36,380.00	\$5,677.00	\$6,450.00	\$48,507.00

It is understood that Non-Federal Funds identified in this budget will be used to match only ADDPC Federal Funds, and will not be used to match any other Federal Funds during the period of the ADDPC funded Project.

Additional description and background information shall be included as a budget narrative, including for match. The contractor agrees to submit additional background information to the ADDPC upon request

Claire Louge
Name of Certifying Official

Executive Director
Title of Certifying Official

928-925-6493 grants@pcaaz.org
Phone Email

Budget Narrative

Personnel/Salaries:

Prevent Child Abuse Arizona will utilize the staff time of Executive Director Claire Louge to support the curriculum development process and overseeing the project's delivery. Additional staff time will involve the support of Claire's Executive Assistant, CJ James, who supports project organization and deliverables. Additionally, the fiscal management of this project will be executed by our Finance Director, Karen Duffield. As a nonprofit and contracted state service provider, our state rate is \$70 per hour for our team's time. Thus, we estimate our time to total 171.42 hours. Prevent Child Abuse Arizona's staff time totals \$12,000.00. Though, only \$6,423.00 is included in the project request. The remaining \$5,577.00 is provided by the match funder.

Fringe Benefits:

No fringe benefits are requested in this grant application.

Supplies/Operating Expenses:

Supplies include the materials outlined in Question 5 of the Project Narrative: the binders and workbooks for all training participants. Thus, this requires printing and binders. We estimate printing and binder costs to total \$500.00.

Travel:

Prevent Child Abuse Arizona Executive Director Claire Louge and DAMES Founder Michele Thorne both live in Phoenix. However, DAMES Charities, Inc., Board Member Dr. Gabrielle Ficchi lives in Tucson. There will be occasions in which Michele Thorne and Gabrielle Ficchi travel to one another's locations in order to co-train on the Protective Factors Framework. We estimate this cost using the state reimbursable mileage rate of \$0.445 per mile. We anticipate a total of 1,124 miles traveled, thus a total travel cost of \$500.00. The miles traveled break down to include four trips to Tucson and back. Helping EveryDay Youth is 120 miles from Michele Thorne of DAMES's home. There and back, each trip totals 240 miles. For four trips, that includes a total of 960 miles. The additional 164 miles will support the commute for trainings in Maricopa County.

Rent or Cost of Space:

For in-person trainings in Phoenix, Prevent Child Abuse Arizona and DAMES will utilize the conference space at Ability360, whose normal rental space fee is \$125.00 per hour. DAMES needs the space for 3 hours each training (including set-up and tear-down), which would be a cost of \$375.00. For 20 trainings, this is \$7,500.00. However, Ability360 is providing half of this cost as an in-kind donation. Thus, the total rent costs for the space are \$3,750.00.

For in-person trainings in Tucson, Prevent Child Abuse Arizona and DAMES will utilize the conference space at Helping EveryDay Youth, whose normal rental space fee is \$100.00 per hour. DAMES needs the space for 3 hours each training (including set-up and tear-down), which would cost \$300.00 for each training. For 9 trainings, this is \$2,700.00. However, Helping EveryDay Youth is donating this space for an in-kind donation of \$2,700.00.

The total cost for space, including the in-kind contributions, is \$10,200 = \$7,500 + \$2,700.

Contracted Services/Professional Services:

Prevent Child Abuse Arizona and DAMES will contract three contractors for a total of \$22,000.00. First, DAMES Founder Michele Thorne who will invest the majority of the time in this project through her curriculum development and training delivery. We estimate Michele's time to total 300 hours. At rate of \$50 an hour, Michele's time totals \$15,000.00. Second, Dr. Gabrielle Ficchi, who is a DAMES board member. DAMES has listed in their board by-laws that they can pay board members for services. Dr. Ficchi will support the curriculum development a total of 70 hours. Reimbursed at a rate of \$50 per hour, that is a total of \$3,500.00 for curriculum development. Dr. Ficchi will also be contracted as a trainer for the Protective Factors Framework and the Grandparent Connection. The typical contracted rate in Arizona for Strengthening Families™ Protective Factors Trainings is \$200.00 for every 2 hours of content. We anticipate that Gaby will provide eight 2-hour trainings at \$200 each and one of the Grandparent Connection for 8-hours, thus Prevent Child Abuse Arizona will pay Dr, Ficchi for \$2,500.00 of training. Between the curriculum development and training, Dr. Ficchi will be contracted for \$6,000.00.

Third, Prevent Child Abuse Arizona will contract Denise Baker, a counselor of Life Quest Counseling. Denise Baker is a co-trainer in the After the Diagnosis Training. She will be paid \$250.00 for each 4-part series. Michele and Denise plan to offer four 4-part series, totaling \$1,000.00 for her contracted time.

Administrative/Indirect Costs:

Prevent Child Abuse Arizona has a federally approved indirect cost rate at 10% de minimus (Option B). Thus, for the total project request of \$33,073.00, an additional \$3,307.00 will cover administrative expenses. This increases the total project request to \$36,380.00 = \$33,073.00 +\$3,307.00

Match:

Prevent Child Abuse Arizona secured match funding from three different sources. First, Ability360 is offering an in-kind match of \$3,750.00, which represents the other half of the venue costs. Second, Helping EveryDay Youth is providing an in-kind donation valued at \$2,700 for the use of their space. Third, Prevent Child Abuse Arizona will utilize a \$5,577.00 cash match from Interest Ministries to support Prevent Child Abuse Arizona's time for oversight.

Therefore, \$5,677.00 of the match is funded by a non-federal cash match and \$6,450 derives from non-federal in-kind match sources. The match totals \$12,127.00, which is 25% of the total project of \$48,507.00.

After the Diagnosis

Pre/Post Survey

How hopeful do you feel about your future?

Hopeful
1 2 3 4 5 6 7 8 9 Not Hopeful
10

How hopeful do you feel about your child's/grandchild's future?

Hopeful
1 2 3 4 5 6 7 8 9 Not Hopeful
10

How would you rate your self-care?

Good
1 2 3 4 5 6 7 8 9 Poor
10

How good are you at mitigating your stress when it rises?

Good
1 2 3 4 5 6 7 8 9 Poor
10

How resilient to you feel? (Resilient defined as the ability to bounce back and be transformed by difficult situations.)

Good
1 2 3 4 5 6 7 8 9 Poor
10

How confident are you in goal setting for yourself or for your child/grandchild with a disability?

Good
1 2 3 4 5 6 7 8 9 Poor
10

Additional questions on Post Survey

Do you feel competent in implementing some of the strategies you have learned in this course?

Where the tools shared in this course relatable to your situation?

What are some areas where we can make improvements to this course?

The Protective Factors Framework

Pre-Survey

How well does your company help parents with:

Parental Resilience

Helping parents bounce back and be transformed by difficult situations.

Very Well
1 2 3 4 5 6 7 8 9 10 Not Well

Examples of how you do this:

Creating Social Connections

Helping parents connect with each other

Very Well
1 2 3 4 5 6 7 8 9 10 Not Well

Examples of how you do this:

Concrete Support in Times of Need

Connecting parents with resources that could be helpful to them on their journey

Very Well
1 2 3 4 5 6 7 8 9 10 Not Well

Examples of how you do this:

Knowledge of Parenting

How disability plays a role in the ability of their children to reach developmental milestones

Very Well
1 2 3 4 5 6 7 8 9 10 Not Well

Examples of how you do this:

Social and Emotional Competence of Children

The importance of communication and social engagement of children with disabilities.

Very Well
1 2 3 4 5 6 7 8 9 10 Not Well

Examples of how you do this:

Post Course Action Plan (Immediately after the course)

What is one small change your organization can make in each of these categories

Parental Resilience:

Creating Social Connections:

Concrete Support in Times of Need:

Knowledge of Parenting:

Social and Emotional Competence of Children:

Post Survey (6 months after the course)

How well does your company help parents with:

Parental Resilience

Helping parents bounce back and be transformed by difficult situations.

Very Well									Not Well
1	2	3	4	5	6	7	8	9	10

What changes were made to help parents with this?

Creating Social Connections

Helping parents connect with each other

Very Well									Not Well
1	2	3	4	5	6	7	8	9	10

What changes were made to help parents with this?

Concrete Support in Times of Need

Connecting parents with resources that could be helpful to them on their journey

Very Well									Not Well
1	2	3	4	5	6	7	8	9	10

What changes were made to help parents with this?

Knowledge of Parenting

How disability plays a role in the ability of their children to reach developmental milestones

Very Well									Not Well
1	2	3	4	5	6	7	8	9	10

What changes were made to help parents with this?

Social and Emotional Competence of Children

The importance of communication and social engagement of children with disabilities.

Very Well

Not Well

1

2

3

4

5

6

7

8

9

10

What changes were made to help parents with this?

The Grandparent Connection

Pre- Survey

How would you rate your relationship like with your child?

Good Poor
1 2 3 4 5 6 7 8 9 10

How would you rate your relationship with your grandchild?

Good Poor
1 2 3 4 5 6 7 8 9 10

How do you feel the communication is between you and your child?

Good Poor
1 2 3 4 5 6 7 8 9 10

How would you rate your understanding about how to help your child as they raise a child with a disability?

Good Poor
1 2 3 4 5 6 7 8 9 10

How would you rate your understanding of the stressors your child is under as they raise a child with a disability?

Good Poor
1 2 3 4 5 6 7 8 9 10

Post Survey (Immediately after course)

Has this course changed how you can communicate with your child?

Has this course changed your perception of what your child is experiencing as they raise a child with a disability?

Was this material relatable to your experience?

Will you be able to use some of the tools and techniques reviewed here to strengthen the relationship you have with your child and grandchild?

What is one small step you will take after this class?

Post Survey (1 month later)

How would you rate your relationship like with your child?

Good Poor

1 2 3 4 5 6 7 8 9 10

How would you rate your relationship with your grandchild?

Good Poor
1 2 3 4 5 6 7 8 9 10

How do you feel the communication is between you and your child?

Good Poor
1 2 3 4 5 6 7 8 9 10

How would you rate your understanding about how to help your child as they raise a child with a disability?

Good Poor
1 2 3 4 5 6 7 8 9 10

How would you rate your understanding of the stressors your child is under as they raise a child with a disability?

Good Poor
1 2 3 4 5 6 7 8 9 10



April 20, 2021

AZ Developmental Disabilities Planning Council
3839 North Third Street
Suite 306
Phoenix, Arizona 85012

To Whom It May Concern:

Helping Everyday Youth endorses Prevent Child Abuse Arizona's application for the Abuse Education Reduction grant. We understand our role in supporting the activities outlined in the grant, including providing a space to host trainings and the ability to promote trainings to our network. We are offering an in-kind donation of up to 9 trainings scheduled in our conference room. The normal rate is \$100 an hour, though we are providing the entire fee as an in-kind donation. If all 9 three-hour trainings are scheduled in the grant year, this is a total in-kind donation of \$2,700.

We believe that this education curriculum will be beneficial to the disability community, thus we signify our support through our in-kind contribution.

Please do not hesitate to contact me should you have any questions.

Sincerely,

Dr. Gabrielle Ficchi
Clinical Director
Helping Everyday Youth



Offer and Acceptance

**AZ Developmental Disabilities
Planning Council**

SOLICITATION NO.: ADDPC-FFY21-ERRA-0221

PAGE
1

3839 North Third Street, Ste. 306

OFFEROR: Prevent Child Abuse Arizona

OF
1

Phoenix, AZ 85012

OFFER

TO THE STATE OF ARIZONA:

The Undersigned hereby offers and agrees to furnish the material, service or construction in compliance with all terms, conditions, specifications and amendments in the Solicitation and any written exceptions in the offer. Signature also certifies Small Business status.

Prevent Child Abuse Arizona

Company Name

P.O. Box 26495

Address

Prescott Valley

Arizona

86312

City

State

Zip

grants@pcaaz.org

Contact Email Address

Signature of Person Authorized to Sign Offer

Claire Louge

Printed Name

Executive Director

Title

Phone: 928-925-6493

By signature in the Offer section above, the Offeror certifies:

1. The submission of the Offer did not involve collusion or other anticompetitive practices.
2. The Offeror shall not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246, State Executive Order 2009-9 or A.R.S. §§ 41-1461 through 1465.
3. The Offeror has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted offer. Failure to provide a valid signature affirming the stipulations required by this clause shall result in rejection of the offer. Signing the offer with a false statement shall void the offer, any resulting contract and may be subject to legal remedies provided by law.
4. The Offeror certifies that the above referenced organization IS/ IS NOT a small business with less than 100 employees or has gross revenues of \$4 million or less.
5. The Offeror is not debarred by, or otherwise prohibited from participating in any publicly-funded contract awarded by any Federal, State or local jurisdiction.

ACCEPTANCE OF OFFER

The Offer is hereby accepted.

The Contractor is now bound to sell the materials or services listed by the attached contract and based upon the solicitation, including all terms, conditions, specifications, amendments, etc., and the Contractor's Offer as accepted by the State.

This Contract shall henceforth be referred to as Contract No. _____.

The effective date of the Contract is _____.

The Contractor is cautioned not to commence any billable work or to provide any material or service under this contract until Contractor receives purchase order, contract release document or written notice to proceed.

State of Arizona

Awarded this

_____ day of _____

20_____

Erica McFadden, PhD, MSW, Executive Director

Attachment B. Project Narrative

Bringing the Protective Factors Framework to Life in the I/DD Community Prevent Child Abuse Arizona

1. Describe who is the target population of this education plan and explain why this or these groups are chosen. What areas of the state will be targeted? Are these groups identified as unserved or underserved or certain minority groups?

Prevent Child Abuse Arizona is partnering with the Differently Abled Mothers Empowerment Society (DAMES) Charities, Inc. to create child abuse prevention strategies that target families of children with disabilities. To do this, Prevent Child Abuse Arizona and DAMES will supplement the curriculum of the Strengthening Families™ Protective Factors Framework to create a presentation designed to strengthen families and prevent child abuse within the disability population. Our target population includes parents and grandparents of children with disabilities and organizations that serve the disability community. Each of these three target populations is currently underserved in child abuse prevention efforts. Our goal is to work with 150 families and at least six organizations.

Several of the DAMES trainings are designed to specifically reach mothers, though the material can strengthen and benefit both parents. The maternal stress of raising a child with a disability can lead to post-traumatic stress disorder-like symptoms that can attack their physical and mental health (Schanbel, A. et al. 2020). This increased stress, inability to cope with their children's problematic behaviors, and inability to work past the initial grief of having a child with a disability creates conditions that can lead to child abuse (Teague, S. et al. 2018). This population is greatly underserved, which is appalling considering that studies continually show the parent's well-being and mental health are critical for the child's successful outcomes (Gilson, K et al 2018, Aran A 2007). This is the framework that drives all of Prevent Child Abuse Arizona's programs; to help children reach their full potential, we must first help parents. The proposed Protective Factors Framework curriculum will help parents decrease stress, build resiliency, and strengthen the bond with their child. By building the five protective factors, including social connections, parental resilience, concrete support in times of need, social and emotional competence of children, and knowledge of parenting, families can mitigate the inherent child abuse risk factors that face parents of children with disabilities.

Grandparents are the second target population of this grant. Studies have shown that the relationships between the parent and the grandparents and the increased emotional support and understanding parents can receive from grandparents influence the stress levels of the parents raising a special needs child (Trute, 2003). Derguy, C. et al. (2016) also call for more programs that focus on the communication and management of relationships with grandparents. Yet, there continues to be a lack of programs that help grandparents navigate their role in helping their grandchild and maintaining their relationship with their child. Prevent Child Abuse Arizona and DAMES will reach this underserved population with a grandparent-specific curriculum that fills this gap in programming. The curriculum is designed to address the relationship opportunities as advised in Derguy, C. et al.'s research.

The third target population includes disability organizations, who do a wonderful job caring for the child but are less successful at strengthening the family as a whole. Children with disabilities are 3.7 times more likely to be abused than their typically developing peers (Jones, L et al. 2012); thus, organizations must enhance interactions with the whole family, not just the child. To prevent child abuse, we must reach those who are at risk of inflicting it. The State of Arizona has modeled this approach by implementing programs like the Strengthening Families™ Protective Families Framework to educate the community on how collectively, we can build protective factors that defend against abuse. However, these efforts have yet to reach disability organizations, a critical target population. Prevent Child Abuse Arizona and DAMES aim to optimize this opportunity for disability organizations to support families by providing them training that specifically addresses their unique and critical role in preventing abuse to the children they serve.

Prevent Child Abuse Arizona is a statewide organization. DAMES has trainers located in both Maricopa and Pima Counties. The in-person trainings will take place in each of these counties. However, virtual trainings will increase access for remote and rural areas of the state, leveraging Prevent Child Abuse Arizona's robust statewide network.

2. Describe the outreach methods that will be used to recruit and educate participants. Describe your recruitment and dissemination plan and if expected numbers are not achieved, how will this be addressed.

Prevent Child Abuse Arizona is well-established across the state with families and professionals who work with families. Yet, Prevent Child Abuse Arizona's network is limited in its representation of the I/DD population. Prevent Child Abuse Arizona's partnership with DAMES will help to establish representation from the I/DD community. DAMES is thoroughly connected in this population through the Disability Resource Connection (DRC), consisting of 45 organizations. Michele Thorne, the founder of DAMES, has nurtured this collaborative group even as far as creating a [DRC webpage](#). This comprehensive network will support outreach efforts in promoting access to these trainings and new curriculum.

Additionally, DAMES intends to specifically reach out to the following programs, through which DAMES' board and founder are currently connected:

- [Ability 360](#)
- [The Autism Society of Greater Phoenix](#)
- [The Autism Society of Southern Arizona](#)
- [Life Quest Counseling](#)

In working with these organizations, the respective training will be made available to the organization's leadership and the families involved in their programs. The organizations will promote this by sharing emails and flyers (designed by Prevent Child Abuse Arizona and DAMES) through their facilities and list-serves.

Both Prevent Child Abuse Arizona and DAMES will share the resource on their respective social media and webpages. Registration for all of the programs will be conducted online.

If expected numbers are not achieved in the weeks and days leading up to the training, we will pay for ads on Facebook and Instagram targeting the disability community. Additionally, Prevent Child Abuse Arizona and DAMES will reach out to additional organizations within their network to recommend individuals and families to invite. Because this is such a sorely needed resource in the disability community, we are confident that we will reach our attendance goals if we conduct adequate outreach.

3. State and describe the evidence-based, best practice, or promising practice your education plan is built upon. If the applicant is creating a new program or modifying an existing one, provide information on what this curriculum is built up and describe in detail. If it's based on existing curriculum, please state the name of the curriculum. If the target population is the I/DD community, explain how the training information that will be used has already be revied and vetted by the I/DD community.

In 2003, the Center for the Study of Social Policy created the Strengthening Families™ Approach and Protective Factors Framework (PFF) as a strengths-based initiative to prevent child abuse and neglect. DAMES founder, Michele Thorne, was certified as a Strengthening Families™ Protective Factors trainer in January 2021. This is an evidence-informed curriculum.

Flourishing Families, developed in 2018 by a team of Arizona Strengthening Families™ Trainers, works in concert with the Strengthening Families™ Protective Framework to provide pragmatic tools and activities that facilitators can use to help parents build up their protective factors in actionable ways. Michele Thorne was also trained in this program in 2020. Together, these programs foster the inextricable link between the well-being of the parent and the well-being of the child (Schmit, S. 2014).

These two programs thrive in primary prevention by providing universal prevention education to all. However, they need to be adapted to suit the secondary prevention approach outlined in this grant request (concentrated prevention efforts to a targeted at-risk population). For any educational curriculum to be successful, the attendees must feel seen and heard – that the material relates to their unique needs. To increase the impact and applicability of the Strengthening Families™ Protective Factors to families of children with disabilities, Prevent Child Abuse Arizona and DAMES will supplement the curriculum to showcase how each of the five protective factors shows up in families of children with disabilities. The revision will require adding more text, film, and audio examples from disability communities into the Protective Factors Framework and include aspects of the Independent Living Philosophy. This will include creating new PowerPoint presentations for each of the 6 PFF courses and new workbook materials for each course. We will also incorporate some of the activities from the Flourishing Families curriculum into the supplemental curriculum so that disability organizations have the pedagogical tools to implement the theoretical approach to the Protective Factors Framework.

This adaption will also be infused into DAMES' existing training, developed last year: After the Diagnosis for Parents. DAMES created After the Diagnosis in partnership with Denise Baker from Life Quest Counseling and Consulting, LLC. This 4 part-series helps parents recover, re-align, and rediscover themselves after their child's diagnosis. The training leads parents to find meaning in their journey, learn how their thoughts influence their emotions and

behaviors, and discover different signs of stress and how to work through stressful situations with simple tips and strategies. After the Diagnosis helps parents set realistic goals for themselves and their child. All the components of this 4-part series are built upon cognitive psychology methods and the Protective Factors Framework to reduce stress and improve the parent-child relationship, vicariously decreasing the risk of abuse.

The third training, The Grandparent Connection, has not been created but will be through funding from this grant. The curriculum for this one-day seminar will be based on the Protective Family Framework. The goal will be to help grandparents work through their "new normal," discuss specific ways they can support their child who is raising a child with a disability, and give them tips to have successful, meaningful interactions with their grandchild.

The I/DD community will vet these trainings because they will be created by people directly affected by disability. Dr. Ficchi is a disabled woman who is the embodiment of the independent living movement. Her involvement will model the "nothing about us without us" motto that is core to Prevent Child Abuse Arizona and the Strengthening Families™ Protective Factors programs. Michele Thorne is a mother of two children diagnosed with autism. Thus, she has first-hand knowledge of what it is like to raise a child with a disability. Along with their lived experiences, these two professionals also have extensive experience working with, and in Dr. Ficchi's case, counseling, families or individuals affected by disabilities.

4. Describe the key content of the education plan and why inclusion of this content would be successful in reducing or improving response of abuse to people with I/DD.

The Protective Family Framework is a research-informed curriculum designed to strengthen families by improving their protective factors. Turner et al. (2007) explained that it was not the individual effect of protective factors that mitigated the risk of abuse but the presence of multiple protective factors. Those five protective factors are parental resilience, social connections, knowledge of parenting and child development, concrete support in times of need, and social and emotional competence of children. Flourishing Families works with the Protective Families Framework to provide pragmatic tools facilitators can use to help parents build up their protective factors.

The Protective Factors Framework educational curriculum is broken into seven modules: The Introduction, Parental Resilience, Social Connections, Knowledge of Parenting and Child Development, Concrete Support in Times of Need, Social and Emotional Competence of Children, and the Wrap-Up course. Each module is two hours long and uses activities, visual media, and workbooks.

Prevent Child Abuse Arizona, and DAMES will modify the existing modules to relate to parents of children with disabilities:

- **Introduction** – This module introduces the concept of the strength-based theory and how it plays a role in the protective factor. To use a strength-based lens, individuals must first understand their own personal biases. The new content will

guide organizations in identifying the internal biases holding them back from working with families in a strength-based approach.

- **Parental resilience** – This module defines resilience, teaches everyday actions to build parent resilience, and facilitates activities that help parents realize how they are resilient. Resilience can show up differently in all families. Though, this is especially true for parents of children with disabilities. Parents' fears or the unique hardships their child faces or that their child may never become independent contribute to increased stress. Additionally, the intensity of behavioral challenges, the inability to get their children to eat different foods, get on a sleep schedule, and toilet train increase parental stress and fractures any sense of resiliency that parents thought they had. Michele's experience as a Protective Factors trainer and mother of two children diagnosed with autism will help explain why parental resilience is important and how to build it in areas where stressors are most prominent.
- **Social connections** – The framework addresses how friendships can provide empathy, support, advice, and relief to parents. It will also describe how organizations can foster social connections with the families they serve. Yet, not all friends understand the challenges of raising a child with a disability. Actually, their lack of understanding can often contribute to feelings of hurt and isolation. Thus, it is critical to adapt strategies to how parents of children with disabilities can foster connections with other parents of children with disabilities.
- **Concrete support in times of need** – All parents need help sometimes. Whether it is childcare, paying bills, or fixing a flat tire. However, the help that parents of children with disabilities need is often more specific. The new curriculum will provide information specific to education parents of children with disabilities on how to ask for help, for what, and from who. New content will focus on understanding the stresses of being a parent of a child with a disability and how organizations can adequately assist parents they interact with. In this section, organizations will also learn how to recognize signs of abuse and neglect within the disability population.
- **Knowledge of parenting** – Parents of children with disabilities can become frustrated when general parenting tips do not apply to their child. So, how may they acquire knowledge of parenting from trusted resources? The new content will include how disability can play a role in when and how children will reach different developmental milestones.
- **Social and emotional competence of children** – Children with disabilities demonstrate different social and emotional competence of children. The Strengthening Families™ Protective Factors only includes competencies that apply to population averages. However, how can parents adjust their expectations to nurturing social and emotional competence in a differently-abled child? The new Protective Factors Framework supplemental material will focus on the importance of communication for children with disabilities and how to create natural social environments for those with disabilities.

Strengthening Families works with families in a way that builds their strengths as a solution to their challenges. In doing so, it reduces parent stress by reframing their situations and

possibilities. Parents of children with a disability see their paths as fixed: my whole life is now caring for my child with a disability, and my life will never be "normal." These feelings lead to a resentful relationship between parent and child and breed feelings that can lead to abuse. Teaching the Protective Factors to families and to those who work with them will allow parents to feel once again like they are in control of their lives, their destiny, and their child's destiny. The inclusion of this content will allow them to see their children as a blessing, not a burden. It will allow them to build a closer relationship with their children by celebrating their accomplishments and strengths instead of focusing on their weaknesses. It will help parents understand that their children can have independent, purposeful lives and that they can, too.

5. Provide additional information on the education plan. What format and/or materials will be used to implement the plan? What is the duration? How many times will it be offered? Will continuing education units be offered? If so, for what profession? Please share any information that would give more insight on the strategies used and why.

Course	Format	Materials	Course Length	Number of times offered	Total Hours
The Protective Factors Framework	Zoom or in-person	Binder with supplemental materials	2 hours	9	18 hours
After the Diagnosis 4-part series	Zoom or in-person	Workbook	8 hours	4	32 hours
The Grandparent Connection	Zoom or in-person	Workbook	8 hours	4	32 hours

The three courses will not include continuing education. However, DAMES will follow-up with each organization to consult them in following through on the action plans they created. This will provide the organizations an opportunity to apply what they have learned and troubleshoot with the trainers' support. The relationship between the trainer and the organization is intended to thrive over the long-term.

The Protective Factors Framework trainings targeted towards organizations will reach the following professions: recreational therapists, Applied Behavioral Analysis therapists, support group facilitators, and other roles specific to organizations that serve the I/DD community. However, other Protective Factors Framework Trainings, the After the Diagnosis training, and the Grandparents Connection are not specific to a profession, as they focus on familial bonds and connections, rather than professional skillsets.

The Children's Trust Fund Alliance designed the Protective Factors Framework training to best capture strategies for optimal adult learning. This includes thoroughly vetted interactive activities, stories, videos, and metaphors intended to keep participants engaged and enhance understanding of the protective factors. Research shows that adults learn best when they can attach something they do not know to something they already know. The activities and stories capture this methodology to help further cement the information of the protective factors. These

activities are best facilitated in medium-sized groups. Thus, each of three trainings and seminars will have an attendance capacity of around 20 people. This will allow attendees to feel comfortable in connecting with other participants, ensure that everyone feels heard, and offer diverse perspectives.

Because one of the goals of the trainings and seminars are to foster friendships between parents/grandparents going through similar situations with their differently abled child/grandchild, the trainings are designed to encourage verbal participation. In other words, these are not trainings in which participants are lectured. Instead, participants are asked to reflect on their own experiences and, if they are willing, offer that perspective to the group for increased community connection and learning.

Another reason why parents/grandparents are asked to reflect on their own situations and experiences is because these trainings are grounded in self-efficacy. This is the belief that parent's each have the capacity and ability to parent their child better than anyone else. Each parent has the answer inside them, though they often forget when they are clouded with self-doubt. Thus, the trainings work to empower parents to tap into their intuition and parent with their unique strengths – not someone else's! Strength-based parenting decreases parent stress and pressure to be someone they are not. In doing so, parents reach their full potential and their children do, too.

6. How will the contractor ensure the education plan is effective with the targeted groups?

In order to measure program effectiveness, Prevent Child Abuse Arizona and DAMES will develop unique evaluations for each training.

For the Protective Factors Framework trainings, participants will receive surveys before and after the training, measuring their change in knowledge. DAMES will also conduct a follow-up meeting with organizations who received the training to see what action plans they can create at the organizational level. DAMES will check in with the organization every two months to see how the implementations are going and what further support is needed.

For the After the Diagnosis training, DAMES will administer The Depression, Anxiety, and Stress Scale 21 before and after the 4-part series. After the training, DAMES will ask attendees to complete qualitative surveys to generate feedback on whether the training met their expectations, was beneficial to their life after the diagnosis, and what suggestions they may have to improve the training.

For the Grandparent Connection seminar, DAMES will create a quantitative and qualitative survey to give to the grandparents before and after the program. This survey will assess the grandparents' stress load, the relationship between grandparent and parent, and the relationship between grandparent and grandchild. Three months after the seminar, Prevent Child Abuse Arizona and DAMES will administer an additional survey by email to assess how the class has helped the grandparents over time.

Prevent Child Abuse Arizona and DAMES will use the quantitative and qualitative feedback from the evaluations to inform and adapt future trainings. Thus, Prevent Child Abuse Arizona and DAMES will conduct a thorough review of all survey results promptly after the training.

At the close of the grant period, Prevent Child Abuse Arizona will summarize feedback and ratings from all trainings to demonstrate training effectiveness across target groups.

7. This is a two-part question pertaining to the lead organization and key staff. The applicant must address both with enough detail about experience and expertise with the I/DD community, sexual violence, state systems, group facilitation, outcome measure development, regulatory or legislative changes, strategic planning and any notable accomplishments of the team members in this area.

a. Describe the key staff involved in this project in short bios/summaries. Who will take the primary lead in the implementation of the education plan? Describe each key staff's experience in working with persons with I/DD and abuse prevention as it relates to this scope of work. Please list any other team members involved in the creation of dissemination of the education plan and their prior experience with the subject matter and I/DD community.

Michele Thorne and Gabrielle Ficchi of DAMES and Claire Louge of Prevent Child Abuse Arizona will implement the education plans.

Michele Thorne has a Master of Science degree from Arizona State University, worked as a geneticist and educator with experience in altering curriculum and protocols, teaching classes, evaluating surveys, and writing journal articles. Michele is the mother of two children diagnosed with autism, a Certified Autism Specialist by the IBCCES, a StrengtheningTM Families Protective Factors trainer, a Stepping Stones Triple P group facilitator, and a Flourishing Families practitioner. She is also the founder of DAMES (Differently Abled Mother Empowerment Society) LLC, the President of DAMES Charities Inc., a member of the Department of Developmental Disabilities advocate focus group, an Interagency Coordinating Council financial committee member, an Arizona Long Term Care System advisory board member, a member of Arizona's Comprehensive System of Personnel Development Leadership committee, and a graduate of the AZ Partners in Leadership Pilot Parent program. Michele also worked on legislation in 2021 SB1633 which Senator Sean Bowie introduced.

Michele is the lead trainer and curriculum developer for the project. Her extensive experience in the I/DD community positions her to be well-equipped for this role. Additionally, as a parent of two children diagnosed with autism, she can relate to the target population in both the curriculum design and training delivery.

Dr. Gabrielle Ficchi is a disabled woman, the Vice President of DAMES Charities Inc., a licensed associate counselor as well as a certified rehabilitation counselor. Gabrielle has five years of both teaching and counseling experience. She currently works as the clinical director at Helping Everyday Youth, working with children to help provide community and school-based

treatment programs that address youth's external behaviors to help at-risk youth succeed in everyday life. She also works at the University of Arizona as an adjunct professor. As a counselor at the nonprofit DIRECT Center for Independence, she established a counseling program for individuals with disabilities and their families. She has taught at both the undergraduate and graduate levels. Teaching courses in both rehabilitation and counselor education. Her specialty and research areas focus on disability adjustment, independent living, resilience, and disability identity. She also serves as the chair of the mayor's commission on disability issues to help raise awareness around bettering the lives of disabled individuals in our community. Her passion is to advocate for equality and justice for the disability community.

Dr. Ficchi will support the program by co-training with Michele Thorne on some occasions and solo training in Southern Arizona. Her presence in Tucson helps to maximize the trainings' in-person reach. Dr. Ficchi will also review and revise the curriculum after Michele has established the first drafts.

Claire Louge is the Executive Director of Prevent Child Abuse Arizona, a statewide nonprofit organization dedicated to strengthening families and protecting children through collaboration, education, and advocacy. Claire obtained her Bachelor's degree in Human Development from Cornell University and her Master's of Education in Human Relations from Northern Arizona University. Claire is also certified by the National Alliance of Children's Trust Funds to teach the Strengthening Families™ Protective Factors Framework, and an authorized Stewards of Children® facilitator. She is a graduate of the American Express Leadership Academy and has a Certificate of Nonprofit Executive Leadership from the ASU Lodestar Center. She is also an AmeriCorps VISTA alum.

While Claire Louge has limited expertise in working with the I/DD community, her extensive experience in primary and secondary child abuse prevention will guide the project in achieving its goal of preventing child abuse in the I/DD community. As the curriculum developer for Flourishing Families, Claire has experience adapting the Strengthening Families™ Protective Factors to suit more concentrated goals. Thus, she will consult with Michele on how to adjust the Protective Factors Framework to suit the specific target population while maintaining the integrity of the evidence-informed approach.

b. Describe the lead agency and their experience and expertise in carrying out activities as it relates to this scope of work. Describe previous work in this subject area, including development of training, educating, and working with individuals with I/DD and other groups.

Since 1989, Prevent Child Abuse Arizona has avidly worked to help families before bad things happen. A state chapter of Prevent Child Abuse America, Prevent Child Abuse Arizona is uniquely the only statewide organization in Arizona devoted solely to preventing child maltreatment. Prevent Child Abuse Arizona is dedicated to strengthening families and protecting children through collaboration, education, and advocacy. Over the past 30 years, we have engaged in developing prevention services in response to community needs and, as a result, trained thousands of community professionals and new parents about what they can do to keep children safe and families strong. We partner with early childhood, child welfare, behavioral

health, family support, law enforcement agencies, the courts, and universities to address shared goals for Arizona's children and families, best achieved through collaboration. Prevent Child Abuse Arizona is well established throughout the state and provides services to 60,000 individuals annually through an array of child abuse prevention services. Prevent Child Abuse Arizona is the lead agency and fiscal agent for this grant project.

The Differently Abled Mothers Empowerment Society (DAMES) is focused on the care and well-being of parents who are raising children who have been diagnosed with a disability. Since its inception, DAMES has provided its members with over 40 guided meditations, over 100 fitness classes, and an educational blog. In 2020 After the Diagnosis was co-created with Denise Baker, owner of LifeQuest Counseling and Consulting. The first class was offered for free in February with 27 parents on the attendance sheet. Fillable PDF workbooks were created by Michele using Adobe InDesign. Michele also co-created the Care for the Giver Conference in 2019, a one-day seminar focused on the health and well-being of the parents raising a child with a disability. DAMES is the lead curriculum developer and distributor for this project.

8. Describe community partners that will be working to ensure education outcomes are successful. Describe their specific role, how they will support and be a part of the proposed project, including if each community partner will be paid by the grant or in-kind.

Ability 360, established in Arizona 40 years ago, provides adaptive recreational space and activities for individuals in the I/DD community, including children. Their space is expansive, and their conference rooms are ideal for hosting these trainings. Ability 360 has agreed to offer DAMES in-kind contributions for the use of educational classrooms and conference rooms should the events be held in person. Typically, Ability 360 charges \$125 an hour for their conference rooms. For the two-hour trainings, DAMES anticipates booking 3 hours to allow 30 minutes of set-up and clean-up. Thus, the cost would be \$375. However, Ability 360 is offering an in-kind donation at a 50% rate. For 20 trainings, this totals \$3,750.00 of in-kind services.

Denise Baker of Life Quest Counseling and Consulting will participate as a co-presenter in the After the Diagnosis series. Denise is will be paid for her time \$250.00 for each 4-part series she co-teaches with Michele, for a total of \$1,000.00

Because Prevent Child Abuse Arizona is the fiscal agent for this grant, it will distribute funds to DAMES to reimburse Michele Thorne for her time. Michele anticipates spending 360 hours on the curriculum development, training delivery, and management of the project. At \$50 an hour, this totals \$15,000. Dr. Ficchi is a board member of DAMES, so her reimbursement will also come through the DAMES partnership. Dr. Ficchi anticipates spending 70 hours in reviewing and supporting the curriculum development, totaling \$3,500. Dr. Ficchi will also provide trainings. The typical contracted rate for a Strengthening Families Protective Factors training is \$200 per 2-hour training. We anticipate that Gaby will provide eight 2-hour trainings at \$200 and one of the Grandparent Connection for 8-hours. In total, Prevent Child Abuse Arizona will reimburse Gaby's training delivery at \$2,500.

9. 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. Describe how the applicant will provide oversight of any approved subcontractor. Ensure all costs are detailed in the budget.

Prevent Child Abuse Arizona will not enlist the support of a subcontractor for this project.

10. Describe what you hope to achieve by the end of the first year of funding.

By the end of the first year of funding, we hope to greatly reduce the risk of child abuse within the disability community in Arizona directly and indirectly. Our concrete goals include:

1. By the end of the grant period, we will reach 160 families total across all trainings.
2. By the end of the grant period, we will have trained 80 families in the After the Diagnosis 4-part series.
3. By the end of the grant period, we will have engaged 6 organizations in the “Bringing the Protective Factors Framework to Life in your Work: Disability Edition.”
4. By the end of the grant period, we will have educated 80 grandparents through the Grandparent Connection.

We hope that these trainings mark only the beginning of our outreach to the I/DD community. We anticipate that the information shared in these training will continue to circulate, indirectly affecting more families and encouraging attendance growth in these trainings in future years. The goal of the initial trainings is to gather data, analyze the effectiveness of the programs, redesign if needed, and publish in peer-reviewed scientific journals if possible. Publications would help us apply for additional grants to continue this program.

11. Describe how this education plan will continue if there is not additional ADDPC funding.

The funding from ADDPC is critical to achieving the plan in its entirety. If the ADDPC does not fund the project, Prevent Child Abuse Arizona and DAMES will scale back the variety of trainings and identify alternative funding sources in incremental amounts.

If DAMES and Prevent Child Abuse Arizona were to continue providing existing trainings, such as the After the Diagnosis 4-part series, it would require \$2,000 to fund staff time.

However, in order to offer new and needed approaches to child abuse prevention in the I/DD community, such as developing the adapted Protective Factors Training, we anticipate needing a minimum starting funding amount of \$12,000, not including staff time and trainer stipends for executing the trainings. Creating this curriculum is the initial step necessary to strengthen the After the Diagnosis 4-part series and begin establishing new trainings, such as The Grandparents Connection, which will include portions of the protective factors. In order to make it to these next steps, we anticipate needing at least \$5,000.

ABILITY360

March 18, 2021

AZ Developmental Disabilities Planning Council
3839 North Third Street
Suite 306
Phoenix, Arizona 85012

To Whom It May Concern:

Ability360 endorses Prevent Child Abuse Arizona's application for the Abuse Education Reduction grant. We understand our role in supporting the activities outlined in the grant, including providing a space to host trainings and the ability to promote trainings to our network. We are offering an in-kind donation of up to 20 trainings scheduled in our conference room. The normal rate is \$125 an hour, though we are providing a 50% in-kind discount. If all 20 three-hour trainings are scheduled in the grant year, this is a total in-kind donation of \$3,750.

We believe that this education curriculum will be beneficial to the disability community, thus we signify our support through our in-kind contribution.

Please do not hesitate to contact me should you have any questions.

Sincerely,



Gus LaZear
Vice President, General Manager
Ability360



(480) 628-5695
4435 E Chandler Blvd, Suite 200
Phoenix, AZ 85048

March 19th, 2021

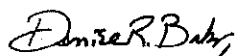
AZ Developmental Disabilities Planning Council
3839 North Third Street
Suite 306
Phoenix, Arizona 85012

To Whom It May Concern:

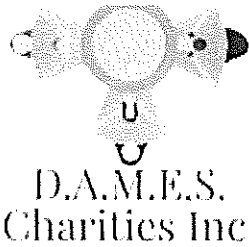
Life Quest Counseling and Consulting, LLC endorses Prevent Child Abuse Arizona's application for the Abuse Reduction Education grant. We understand our role in supporting the activities outlined in the grant, including providing After the Diagnosis Trainings with Michele Thorne. We understand that the time of Denise Baker, founder and licensed counselor, will be reimbursed at the rate of \$250.00 per training.

Please do not hesitate to contact me should you have any questions.

Sincerely,

 MSC, LAC, NCC, Counselor

Denise Baker, MSC, LAC, NCC
Licensed Counselor/Owner
Life Quest Counseling and Consulting, LLC
denise@lifequestaz.com



D.A.M.E.S.
Charities Inc.

Empowering parents of children with disabilities to create a brighter future.

Date March 18 2021

AZ Developmental Disabilities Planning Council
3839 North Third Street
Suite 306
Phoenix, Arizona 85012

To Whom It May Concern:

The Differently Abled Mothers Empowerment Society (DAMES) Charities, Inc. endorses Prevent Child Abuse Arizona's application for the Abuse Reduction Education grant. We understand our role in supporting the activities outlined in the grant, including providing curriculum development, outreach, management, and delivery of program materials.

Prevent Child Abuse Arizona has helped educate DAMES on what tools can help prevent child abuse in Arizona. Thus, we hope to partner yet again to bring those tools to the disability community.

We understand that we will receive reimbursement for our time invested in this project, as outlined in the grant.

Please do not hesitate to contact me should you have any questions.

Sincerely,

Michele Thorne
Founder and President
DAMES Charities, Inc.

Attachment B2: Timeline and Implementation

Month	After the Diagnosis	The Grandparent Connection	Protective Factors Training
June		Program development	Curriculum development
July		Workbook development Advertising	Curriculum development Advertising
August	Advertising	Run 1 st program	Run program
September	Run 1 st 4-Part Series	Advertising	Advertising
October	Advertising	Run 2 nd program	Run program
November	Run 2 nd 4-Part Series	Advertising	
December	Advertising	Run 3 rd program	
January	Run 3 rd 4-Part Series	Advertising	Advertising
February	Advertising	Run 4 th program	Run program
March	Run 4 th 4-Part Series		Advertising
April			Run program
May			

Budget Request Form

Contractor Name: Prevent Child Abuse Arizona

Contractor Address: P. O. Box 26495 Prescott Valley AZ 86312
Street Address City State Zip

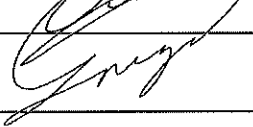
Project Name: Bringing the Protective Factors Framework to Life in the I/DD Community

Budget Category	Requested ADDPC Funds	Non-Federal Cash Match	Non-Federal In-Kind Match	Total Program Cost
Personnel/Salaries	\$4,500.00	\$7,500.00		\$12,000
Fringe Benefits				
Supplies / Operating Expenses	\$400.00	\$100.00		\$500.00
Travel	\$500.00			\$500.00
Rent or Cost of Space	\$3,750.00		\$3,750.00	\$7,500.00
Contracted Services / Professional Services	\$22,000.00			22,000.00
Administrative / Indirect Costs	\$3,115.00			\$3,115.00
Total Costs	\$34,265.00	\$7,600.00	\$3,750.00	\$45,615.00

It is understood that Non-Federal Funds identified in this budget will be used to match only ADDPC Federal Funds, and will not be used to match any other Federal Funds during the period of the ADDPC funded Project.

Additional description and background information shall be included as a budget narrative, including for match. The contractor agrees to submit additional background information to the ADDPC upon request.

Claire Louge
 Name of Certifying Official


Executive Director
 Title of Certifying Official

928-925-6493 grants@pcaaz.org
 Phone Email

Budget Narrative

Personnel/Salaries:

Prevent Child Abuse Arizona will utilize the staff time of Executive Director Claire Louge to support the curriculum development process and overseeing the project's delivery. This may involve the support of Claire's Executive Assistant, CJ James, who supports project organization and deliverables. Additionally, the fiscal management of this project will be executed by our Finance Director, Karen Duffield. As a nonprofit and contracted state service provider, our state rate is \$70 per hour for our team's time. Thus, we estimate our time to total 71 hours. Prevent Child Abuse Arizona's staff time totals \$5,000.00.

Fringe Benefits:

No fringe benefits are requested in this grant application.

Supplies/Operating Expenses:

Supplies include the materials outlined in Question 5 of the Project Narrative: the binders and workbooks for all training participants. Thus, this requires printing and binders. We estimate printing and binder costs to total \$500.00.

Travel:

Prevent Child Abuse Arizona Executive Director Claire Louge and DAMES Founder Michele Thorne both live in Phoenix. However, DAMES Charities, Inc, Board Member Dr. Gabrielle Ficchi lives in Tucson. There will be occasions in which Michele Thorne and Gabrielle Ficchi travel to one another's locations in order to co-train on the Protective Factors Framework. We estimate this cost using the state reimbursable mileage rate of \$0.445 per mile. We anticipate a total of 1,124 miles traveled, thus a total travel cost of \$500.00.

Rent or Cost of Space:

For in-person trainings in Phoenix, Prevent Child Abuse Arizona and DAMES will utilize the conference space at Ability360, whose normal rental space fee is \$125.00 per hour. DAMES needs the space for 3 hours each training (including set-up and tear-down), which would be a cost of \$375.00. For 20 trainings, this is \$7,500.00. However, Ability360 is providing half of this cost as an in-kind donation. Thus, the total rent costs for the space are \$3,750.00.

Contracted Services/Professional Services:

Prevent Child Abuse Arizona and DAMES will contract three contractors for a total of \$26,600.00. First, DAMES Founder Michele Thorne who will invest the majority of the time in this project through her curriculum development and training delivery. We estimate Michele's time to total 360 hours. At rate of \$50 an hour, Michele's time totals \$18,000.00. Second, Dr. Gabrielle Ficchi, who is a DAMES board member. DAMES has listed in their board by-laws that they can pay board members for services. Dr. Ficchi will support the curriculum development a total of 100 hours. Reimbursed at a rate of \$50 per hour, that is a total of \$5,000.00 for curriculum development. Dr. Ficchi will also be contracted as a trainer for the Protective Factors Framework and the Grandparent Connection. The typical contracted rate in Arizona for Strengthening Families™ Protective Factors Trainings is \$200.00 for every 2 hours of content. We anticipate that Gaby will provide nine 2-hour trainings at \$200 each and one of the Grandparent Connection for 8-hours, thus Prevent Child Abuse Arizona will pay Dr. Ficchi for \$2,600.00

of training. Between the curriculum development and training, Dr. Ficchi will be contracted for \$7,600.00.

Third, Prevent Child Abuse Arizona will contract Denise Baker, a counselor of Life Quest Counseling. Denise Baker is a co-trainer in the After the Diagnosis Training. She will be paid \$250.00 for each 4-part series. Michele and Denise plan to offer four 4-part series, totaling \$1,000.00 for her contracted time.

Administrative/Indirect Costs:

Prevent Child Abuse Arizona has a federally approved indirect cost rate at 10% de minimus (Option B). Thus, for the total project expenses of \$40,100.00, an additional \$4,010.00 will cover administrative expenses.

Match:

Prevent Child Abuse Arizona secured match funding from two different sources. First, Ability360 is offering an in-kind match of \$3,750.00, which represents the other half of the venue costs. Second, Prevent Child Abuse Arizona has a \$7,278.00 cash match from Interest Ministries. This cash match will be used to support contracted service expenses.

The match totals \$11,020.00, which is 25% of the total project of \$44,110.00.