

**The Arc of Southeast Iowa
 Hispanic Parent Support Group (Manantial)
 Dates of Reporting Period: July 1, 2007 – June 30, 2008
 Submitted by: Chelsey Holmes, Family Services/Group Coordinator**

**The Arc of Southeast Iowa
 2620 Muscatine Ave.
 Iowa City, IA 52240
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Summary Table

Contract Budget and Amount Spent Year To Date	Target Audience and Goals	Scope of Services	Performance Measures	Outcomes (from Scope of Services and Performance Measures)
<p>\$7, 354</p> <p>\$6548.30</p>	<p>Hispanic families of children birth to five who have a diagnosed disability or developmental delays.</p> <p>Provide education and support to Hispanic parents who have a child with a special need, ages birth to five so they can share information, learn about Johnson County services for children with special needs, and offer each other emotional support.</p>	<p>Offer a 2-hour parent education/support group twice per month for 12 months. This would serve approximately 20 unduplicated parents.</p> <p>Funding addresses childcare, space, transportation, and snacks.</p>	<p>A. Reducing levels of stress related to having a child with a disability. B. Enhancing parent/child relationships. C. Educating parents about issues related to having a child with a disability. D. Increasing children’s social and emotional development.</p>	<p>Number of sessions offered: 24; unduplicated participation: 22; duplicated participation: 135; 95 participant surveys were collected, which reflect an overall very positive response to group meetings. (For further outcome evaluation discussion see pp 5-6.)</p>

1. Implementation

- Summarize specific activities and events that have occurred during the reporting period. Be sure to address all activities indicated in original program proposal and contract.
 - number of activities (classes, workshops, home visits),
 - number of staff hours, and
 - materials and/or curricula utilized.

Manantial, the Hispanic support group funded by Johnson County Empowerment, met 24 times within the 2008 fiscal year (July 2007-June 2008). The group typically met every-other Friday afternoon, over the lunch hour, at the Children's Center for Therapy. There were a couple instances where the group met at different locations or times. (Please refer to previous reports for specific information on these occurrences.)

The paraprofessional put in approximately 8 hours per session—a total of 192 hours for the year. The position of project coordinator has required approximately 4.4 hours per session—for a total of 105.8 hours for the year. The childcare staff has logged 53 hours of service for the year. Some of the time the (Hispanic) paraprofessional put in was in-kind. The paraprofessional invited outside speakers to attend the group and speak about disability services, assistance in the school systems, behavior modification, legal rights, therapy treatments, stress management, health care, and local resources. Guest speakers have included specialists from the GWAEA, trained therapists, a nurse aid from a local resource center, a graduate intern/translator from the Center for Disabilities and Development, individuals from the school of social work at the University of Iowa, a lawyer from Iowa Legal Aid, and the director of a Local Foods program. A light lunch and transportation was offered to participants. The group utilized the Empowerment "Education and Support Participant Evaluation."

- Identify the number of participants for each activity or event and provide any pertinent demographics or participant profiles including ages of participants. Include number of children 0-5 and number of families/parents. (Do not include names in the report). For year-end and 3rd quarter renewal reports, provide both duplicated and unduplicated participant counts.

Examples:

- **Duplicated example:** There are three classes. Attendance is 10 at the first, 9 at the second, and 12 at the third. There are 31 duplicated families (10+9+12).
- **Unduplicated example:** If you make a list of all of the families who have attended at least one of the three classes, but list each family only once, there are 14 names on your list. There are 14 unduplicated families.

Twenty-four meetings were held during the 2008 fiscal year. The unduplicated count of parent participants is 22, and the duplicated count is 135. Of the parents who filled out parent evaluations, they reported 19 children under the age of five. While all participating families have a child with a disability not all 19 reported children, under the age of 5, have a disability. A few of the children with disabilities are over the age of 5.

- Highlight successes.

The Hispanic support group completed the full year of 24 meetings. The group had steady parent attendance. Parents were able to participate in sharing, listening, and learning. The continued success of the group is due in large part to the paraprofessional who is a mother of a child with a disability. She is very dedicated to supporting Hispanic parents and advocating for their children's rights—often going above and beyond—some examples include, picking up parents for the group if they don't have transportation, helping translate documents, and translating for English speaking guests. The group has been a place for parents to learn more about their local resources since it is a chance to discuss these matters in their native language, which is a luxury that is not always available. Parents have been afforded the opportunity to connect with other parents that may share similar experiences and can offer emotional validation.

- Describe obstacles encountered. If obstacles are identified, how they are being addressed; lessons learned, adaptations made.

The most prominent obstacle during the FY08 was less of an obstacle and more of a transition. The Arc of Southeast went through a name change (from "The Arc of Johnson County"), location change, and change in Arc staff over the summer of 2007. This transition contributed to some delays in distribution of public relations materials as well as the lack of sufficient information to report on and obtain full reimbursement for services provided in July 2007. Distribution of public relations materials occurred successfully within the second quarter, and new staff for The Arc took on the role of project coordinator.

The weather also served as an obstacle during the harsh winter months as well as with the flooding during 2008. The winter weather caused for some less than desirable driving conditions that caused some participants to stay home and caused some meetings to be postponed or cancelled. The group was only able to meet once in the month of December due to weather. The final meeting in June was also postponed due to flooding. However, the group was able to make adjustments and was still able to meet its originally purposed quota of 24 meetings.

2. Resource materials / Equipment

- Itemize any resource materials and/or equipment purchased; discuss how the purchase(s) addresses grant objectives.

The Hispanic support group has spent money on childcare, travel reimbursement and snacks for lunch. These are all incentives that promote the group and have made it possible for families to participate in the group. The Children's Center for Therapy has allowed the group to use their space and they are constantly buying new toys and playthings—these purchases are estimated as in-kind, but they are mentioned here because the items benefit the group.

- Provide specific information regarding the accessibility and usage of the materials and/or equipment.
 - How are they being used?
 - How often are they being used?
 - Who is using them?

- Provide both duplicated and unduplicated counts of how many families are accessing the materials.

The group has been accessible to all its participants. All equipment and materials are modified for the population—for example the Children’s Center has many adaptive toys for children with special needs and all materials and guests were provided in or with a Spanish translation. A light lunch was provided for all the participants during each session and was offered as an incentive and a cultural custom. Transportation was provided as needed. The unduplicated number of group members that accessed transportation services was 7; the duplicated number was 30. However, the group facilitator has helped families with transportation a number of other times during the year and all of these instances have been made as in-kind matches for her time, efforts and costs. Childcare was also provided as needed. The number of children in attendance has been dependent on parents that are able to attend and the school year. The number of children in attendance has ranged from one to fourteen. The number of unduplicated families utilizing childcare was 13; the duplicated number was 46.

3. Program evaluation.

Describe results obtained and impact of programs on participants. Attach a complete Appendix A Reporting Sheet. All programs will complete the Overall section. Programs will complete other sections as appropriate. Refer to the evaluation section of the original program proposal and 4.0 Scope of Services Expected Outcomes in the contract and report according to the identified evaluation plan. This would also include:

Process Evaluation

- Per family cost, per class cost, per child cost, etc. as appropriate for each program. The costs per family and per child would be for unduplicated counts.

The Arc of Southeast Iowa has billed \$6548.30 during FY08. We have offered 24 classes and an unduplicated 22 parents have attended. This would be \$12.40 per family, per class. This has included seeing a guest speaker, lunch, transportation and childcare—in addition to emotional support and long term supports and friendships. If you wanted to count the number of people served—separating parents from children then the cost per person would be \$6.65.

- Number of staff delivering the program
Three staff people delivered this program; a paraprofessional educator, a project coordinator, and a childcare provider.
- Staff qualifications, specialized training or certifications.

The *Paraprofessional Educator* is a Hispanic mother with a child with a disability. With supervision and support from the project coordinator. Primary tasks include implementing parent education and facilitating the support group, scheduling professional guest speakers, and recruiting and outreach to new families. This may include outreach to families through hosting a booth at various community events in the future.

The *Project Coordinator* is a Spanish-speaking employee of The Arc of Southeast Iowa who has four-year degrees in Communications and Spanish, as well as experience working with people with disabilities. This person has primary administrative responsibility. This includes collecting invoices and billing, collecting family data; offering ongoing resource and referral for parents in the group; obtaining program materials and supplies; developing and disseminating public relations materials; helping arrange meeting spaces and guest presenters; and coordinating volunteers and staff for child care.

The *Childcare Workers* are certified in First Aid, CPR, and Mandatory Child Abuse Training. They also have experience working with children who have special needs.

- **Resources used. Are they adequate or are there needs?**

The Hispanic support group utilized a spare room at the Children's Center for Therapy as meeting space and other rooms in the facility in which to provide childcare services; guest speakers and trips into the community for parent education; and the vehicles of the paraprofessional educator and project coordinator for transportation needs. These resources were adequate for the group needs.

Outcome Evaluation

- For any instruments used to document impact of programming (e.g. surveys, pre- and post-tests), summarize results (by percentages). Include the number of participants in the program as well as the number of participants who completed an evaluation form. Attach a copy of the tool used.
 - For **Support & Education Program results**, include the number of families having completed a survey; number of children indicated on surveys; number of surveys compiled; and percentage of responses indicating each option for each question.

The unduplicated count of parent participants was 22 and the duplicated count was 135. The Arc of Southeast Iowa has received 95 "Support & Education Program Evaluation(s)" over the entire funding period. What follows are the results of those surveys:

After attending the Support and Education Session respondents were asked to rate the below statements on a three-point scale: *Not at all, A little more, A lot more.*

94.7% of the survey respondents marked they were *a lot more* likely to, and 5.3% said they were *a little more* likely to: "Encourage their child to try new activities to increase his/ her skills."

89.5% of the survey respondents marked they were *a lot more* likely to, and 10.5% said they were *a little more* likely to: "Understand more why their child does the things he/ she does."

94.7% of the survey respondents marked they were *a lot more* likely to, and 5.3% said they were *a little more* likely to: "Feel more confident about their parenting skills."

92.6% of the survey respondents marked they were *a lot more* likely to, and 7.4% said they were *a little more* likely to: "Have more activity ideas to use at home with their child."

93.7% of the survey respondents marked they were *a lot more* likely to, and 6.3% said they were *a little more* likely to: "Discover new resources in the community to use."

95.8% of the survey respondents marked they were *a lot more* likely to, and 4.2% said they were *a little more* likely to: "Have the chance to meet and talk with other parents."

94.7% of the survey respondents marked they were *a lot more* likely to, and 5.3% said they were *a little more* likely to: "Feel less stressed in caring for their child."

91.6% of the survey respondents marked they were *a lot more* likely to, and 8.4% said they were *a little more* likely to: "Understand how to take better care of themselves and their needs."

For the following three questions respondents were asked to *disagree*, *agree*, or say they were *unsure* about the following statements:

98.9% of the survey respondents agreed: "The presenter talked at a level I could understand," and 1.1% of the survey respondents felt unsure.

100% of the survey respondents agreed: "The presenter was very knowledgeable" and "I felt comfortable asking the presenter any questions I had."

- **Anecdotal information.** Information about qualitative differences this program has made for families.

The Hispanic support group sprung from the grassroots efforts of a Hispanic woman who wanted her Spanish speaking friends and their children with special needs to have the same opportunities as their English speaking counterparts.

Dayrin Lovan, the paraprofessional educator, has recruited guest speakers, planned group activities, and gone out of her way to pick up families without cars. Group discussions always focus on getting services for their child. Some parents struggle in advocating for the special needs of their child because of language barriers or fears involving citizenship. This group has offered parents the

opportunity to gain strength, support and confidence from asking guest speakers and professionals questions in their own language (there is always a Spanish translator) as well as from connecting with parents who are in similar situations. Families have frequently commented that they find this group to be an invaluable source of support since many parents felt isolated in their situation until connecting with other Hispanic parents who have children with disabilities as well.

4. Budget / Expenditure report.

- Attach a complete budget, specifying expenditures for the reporting period and year-to-date. Use the provided budget form (Excel document) and follow line items from the original proposal.

Attached.

- Identify additional resources utilized or contributed to the program(s).

In-kind donations have included—space for childcare during the meetings as well as toys and children’s equipment for childcare from The Children’s Center; use of phone time from the Children’s Center for Therapy and The Arc; personal volunteer time from the paraprofessional, who regularly goes above-and-beyond in helping Hispanic families acquire resources and translation; and advertising and in-kind time from the Project Coordinator comes from The Arc of Southeast Iowa.

- Identify any adjustments made to the original budget.

The total expenses for the group came in under the contracted budgeted amount. The area of “Salaries and Personnel” was under budget due to the change in staff at The Arc of Southeast Iowa and insufficient documentation to demonstrate staff time. The Arc offered any needed salary compensation in-kind. The area of “Program Costs” was under budget due to delays in public relations materials and an overestimation in funds needed for advertisement. Some materials obtained were not billed for because the printing company neglected to send an invoice for their services. “Childcare” was \$0.01 over its contracted cost. “Travel Expenses,” “Snacks,” and “Holiday Party” were all slightly below contracted costs due to the varying nature of these expenses. Finally, the full amount was not requested for “Meeting Space” due to some meetings being held in free public spaces rather than the traditional meeting space, therefore full compensation was not required.

5. Feedback (Optional)

Please take this opportunity to let Empowerment know if we can be of assistance to you in meeting your program objectives. Are there issues that you would like brought to the attention of the Empowerment Board? Are there recommendations regarding this program and/or future funding that you would like heard?

			The Arc of Southeast Iowa		
Program Name: Hispanic Support Group			2620 Muscatine Iowa		
Fiscal Year 2008: July 2007- June 2008			Iowa City, IA 42240		
Date: 7/15/08					
	Contracted budget amounts	Year-To-Date Empowerment Expenditures	Other Revenue	Other Revenue to Date	Total Year-To-Date Expenditures
1. Salaries & Personnel	3400	3259.67	2687	2015.4	5275.07
Program costs (provide detail)					
a. Advertisement	250	19.33	250	5	24.33
b. Postage	0	0	150	4.1	4.1
c. Handouts	0	0	100	10	10
2. Program costs subtotal	250	19.33	500	19.1	38.43
Participant supports (provide detail)					
a. Childcare	504	504.01	0	0	504.01
b. Travel	300	194.01	0	0	194.01
c. snacks	600	485.7	0	0	485.7
d. Holiday Party	400	323.1		0	323.1
3. Participant supports subtotal	1804	1506.82	0	0	1506.82
Equipment (provide detail)					
a. Childcare equipment	0	0	250	100	100
4. Equipment subtotal	0	0	250	100	100
Other (provide detail)					
a. Meeting Space	1900	1762.48	2900	2174.97	3937.45
5. Other subtotal	1900	1762.48	2900	2174.97	3937.45
6. TOTAL	7354	6548.3	6337	4309.47	10,857.77

Appendix A - Reporting Sheet

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	Total Year
<u>Overall</u>					
# of families unduplicated	9	10	16	15	22
# of families duplicated	23	35	44	36	135
# of children 0-5 unduplicated	11	5	14	9	19
# of children 0-5 duplicated	29	7	30	23	116
<u>DECA</u>					
# of children at least one DECA					
# of children 2 DECAs					
# of children with gains in Total Protective Factors					
# of referrals as result of DECAs					
# of referred children receiving services					
<u>ASQ</u>					
# of ASQs completed					
# of children receiving an ASQ					
# of referrals as result of ASQ					
# of referred children receiving services					
<u>ASQ:SE</u>					
# of ASQ:SEs completed					
# of children receiving an ASQ:SE					
# of referrals as result of ASQ:SE					
# of referred children receiving services					

From: Laurie Nash [mailto:empower@jccempowerment.org]
Sent: Monday, August 04, 2008 11:07 AM
To: 'Chelsey Holmes'
Subject: RE: 4th quarter/final report

Chelsey,
For future reports, the outcomes must be listed in the Summary Table. I sent an example a while back. Things like:

Participants' responses to surveys:

- A. 100% feel less stressed** in caring for their child
- B. 100% more likely to encourage their child** to try new activities
- 100% understand more why** their child does the things he/she does
- 100% have more activity ideas** to use at home with their child
- C. 100% feel more confident** about their parenting skills
- 100% discovered new resources** in the community

From: Laurie Nash [mailto:empower@jccempowerment.org]
Sent: Monday, August 04, 2008 10:59 AM
To: 'Chelsey Holmes'
Subject: RE: 4th quarter/final report

Thanks, Chelsey. I need the budgets for both of these reports. LN

From: Chelsey Holmes [mailto:chelseyholmes@iowatelecom.net]
Sent: Monday, August 04, 2008 10:55 AM
To: 'Laurie Nash'
Subject: RE: 4th quarter/final report

Laurie,
Here are the reports. I thought they had been sent along, so apologies for the delay. Please let me know if you need anything else.
Thank you,
Chelsey

From: Laurie Nash [mailto:empower@jccempowerment.org]
Sent: Monday, August 04, 2008 9:18 AM
To: 'Chelsey Holmes'; 'Sheba Francis'
Subject: 4th quarter/final report
Importance: High

Chelsey & Sheba,
I haven't received the electronic copy of the final reports for the Arc. Please send asap.
Thanks,
Laurie