Request for Applications

Project Leadership Training-of-Trainers Workshop

## Background of *Project Leadership*:

Family Voices of California’s (FVCA) *Project Leadership*, now in its fourth phase of funding, is designed to help family members develop the skills and tools they need to partner at all levels of decision making and engage in public policy advocacy activities in California on behalf of children and youth with special health care needs (CYSHCN). To date, 144 family members from seven different training sites have completed the training. *Project Leadership* is comprised of:

* A seven-session comprehensive training program.
* Linkages to local and statewide committees, task forces and opportunities for input.
* Ongoing support and mentorship for program graduates, including membership to a statewide online *Project Leadership* Advocacy community.
* Access to databases that track involvement opportunities around the state and involvement activities of program graduates.

The **Lucile Packard Foundation for Children’s Health** funded the implementation of *Project Leadership* trainings. You can read more about *Project Leadership* [here](http://www.lpfch.org/publication/project-leadership-effecting-change-one-parent-time).[[1]](#footnote-1)

## The *Project Leadership* Training of Trainers Workshop

FVCA *Project Leadership* invites California organizations serving families of children with special needs to send one representative to a two-day Training-of-Trainers workshop in San Francisco or Los Angeles. The workshop will prepare participants to **implement the *Project Leadership* training and mentorship in their communities.** Participants will learn best practices for implementing the training as well as potential budgeting and funding options. Participating organizations will receive a **$500 stipend** to offset some of the costs for attending the workshop.

## RFA Selection Process and Timeline:

A committee comprised of FVCA Council Member Agencies, the FVCA Project Director, and the Project Leadership Manager will review all applications and select participants for the Training-of-Trainers workshop based on their level of interest and willingness to further *Project Leadership* goals and objectives. Selected organizations will need to complete their parent trainings by October 2018. Please see the timeline below. If any of the application criteria or requirements present a significant hardship to interested agencies, please contact us and we will review on a case-by-case basis.

**Timeline:**

| **Date** | **Activity** | **Notes** |
| --- | --- | --- |
| Wed, July 19, 2017 | RFA Disseminated |  |
| Thurs, Aug 3, 2017  12:00 am-1:00 pm | *Project Leadership* Informational Webinar | This webinar will be recorded and can be accessed at http://www.familyvoicesofca.org/webinar-archive/ |
| Thurs, Aug 10, 2017  Wed, Aug 23, 2017  11:00 am-12:00 pm | 2 Conference Calls  Call in Number: 267-930-4000  Pass Code: 192-772-881 | Potential applicants can ask questions and learn more about the project. |
| **Friday, Sept 1, 2017** | **Applications due for Training-of-Trainers Workshop** | See below for instructions. |
| Mon, Sept 11, 2017 | Selection of Programs | Project Leadership Manager contacts selected applicants. |
| Wed & Thurs,  Oct 11 & 12, 2017  9:00 am-5:00 pm | Northern California Training-of-Trainers workshop | Location:  Support for Families:  1663 Mission, 7th floor  San Francisco 94103 |
| Wed & Thurs,  Nov 29 & 30, 2017  9:00 am-5:00 pm | Southern California Training-of-Trainers workshop | Location:  California Endowment Conference Center  1000 N. Alameda Street  Los Angeles 90012 |
| October 2018 | Deadline for selected organizations to complete the parent trainings in their region. | Participants will receive information about reporting requirements at the Training-of-Trainers Workshop. |

**Submission Instructions:**

Please complete pages 3 and 4 of this RFA.

We must receive your application by **September 1, 2017**

**Email** **your application** **to:**

Allison Gray [agray@familyvoicesofca.org](mailto:agray@familyvoicesofca.org)

**or mail to:**

Allison Gray, FVCA Project Leadership

Support for Families

1663 Mission St 7th floor

San Francisco, CA 94103

***Questions?*** Email or call Allison (415 282-7494 ext 136)

**Application for Participation in Project Leadership Training-of-Trainers Workshop**

|  |  |
| --- | --- |
| Organization |  |
| County/area served |  |
| **Primary Contact** for this RFA:  Name and Title or Position |  |
| Address |  |
| Email |  |
| Phone |  |

**Briefly describe the services your organization provides.**

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**Why do you want to participate in this project?**

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**Please describe your previous training experience.**

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**What existing or planned resources can your organization provide that could facilitate implementation of *Project Leadership* training in your community/region?**

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**If accepted for the Training-of-Trainers Workshop I understand that my organization will…**

* Participate in/listen to the *Project Leadership* informationalwebinar so we understand the parameters of the project. You can access a recording of the webinar at [familyvoicesofca.org](http://www.familyvoicesofca.org).
* Send one representative to the two-day Training-of-Trainers workshop in San Francisco or Los Angeles.
* Receive a stipend of $500 for representative attending workshop in San Francisco or Los Angeles.
* Be responsible for obtaining funding for future trainings in my region.
* Commit to developing an action plan to implement *Project Leadership.*
* Commit to recruit and train family members of children with special health care needs by October 2018.
* Participate in the *Project Leadership* online Advocacy Community.
* **Link Project Leadership graduates to the FVCA statewide network, including a graduate database, the Project Leadership online Advocacy Community, alumni gatherings, and future conferences.**

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| --- | --- |
| **Signature of primary contact** |  |
| **Print name of CEO or Executive Director (if different from above)** |  |
| **Signature of CEO or Executive Director (if different from contact)** |  |

**Submission Instructions:**

Please complete pages 3 and 4 of this RFA.

We must receive your application by **November 14, 2016**

**Email** **your application** **to:**

Allison Gray [agray@familyvoicesofca.org](mailto:agray@familyvoicesofca.org)

**or mail to:**

Allison Gray, FVCA Project Leadership

Support for Families

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1. http://www.lpfch.org/publication/project-leadership-effecting-change-one-parent-time [↑](#footnote-ref-1)