California Department of Developmental Services
EARLY START - AMERICAN RESCUE PLAN ACT (ARPA) FUNDS
Early Intervention Provider Training Request Form

Regional Center	

Name/Title of Early Invention Provider			
Vendor Name			
Vendor Number		**Service Code**	

Training Information Please mark the permissible training topic(s) you are attending.	☐ Cultural Competency and Cultural Humility ☐ Reflective Practice and Supervision ☐ Adverse Childhood Experiences (ACEs) and Toxic Stress ☐ Implicit Bias ☐ Early Childhood Inclusive Practices
Training Name(s)	
Training Date(s)	

Cost of Training		**Cost of Staff Time**		**Training Hours**	

PRE-SURVEY QUESTIONS

Please complete the following survey questions.

1. What is your knowledge of the training topic(s)?

Very Little	Some	Average	Good	Excellent
☐	☐	☐	☐	☐

2. Do you plan to apply the training information directly to your job?

Strongly Disagree	Disagree	Not Sure	Agree	Strongly Agree
☐	☐	☐	☐	☐

3. Can DDS staff contact you in 1-2 months to see how you implemented what you learned? If yes, please write your contact information below.

Phone (Optional): _____

Email (Optional): _____

INTERNAL USE BY REGIONAL CENTER

Request Approved ☐
Approved By: _____ Title: _____ Date: _____

Request Denied ☐
Denied By: _____ Title: _____ Date: _____

Reason(s) for Denial: _____

Note: Regional centers and providers are to maintain the necessary supporting documents and records to disclose fully the extent of all American Rescue Plan Act (ARPA) for Part C expenditures claimed. Such records and any other information regarding payments claimed is subject to Department request and/or audit.

WESTSIDE REGIONAL CENTER

Hello Early Start Service Providers,

Westside Regional Center is pleased to offer reimbursement for specific Early Start provider training. This is a one-time, time-limited supplemental grant which allocates funds to for Infants and Families, to help recover from the impacts of the pandemic.

More specifically, the Department of Developmental Services (DDS) has allocated funds to Westside Regional Center to reimburse early intervention service providers for 1) the cost of training fees and/or 2) staff time to attend training in the following three categories:

1. Support the early intervention service provider in delivering effective and family-centered services that are responsive to the needs of the child and the family;
2. Promote acquisition of knowledge and skills in delivering culturally and linguistically sensitive services; and
3. Increase and retain workforce diversity.

Permissible training topics include the following:
- Cultural competency and cultural humility in the delivery of services
- Reflective practice and supervision
- Recognizing Adverse Childhood Experiences (ACEs) and Toxic Stress
- Recognizing and addressing implicit bias in oneself, and in service delivery
- Supporting early childhood inclusive practices

Online trainings are permissible regardless of the location of the trainer. Travel and lodging costs to attend trainings are not reimbursable.

Eligibility for Reimbursement
To be eligible for reimbursement, early intervention service providers and/or their staff must be serving a regional center consumer in the Early Start program and must be attending an approved training for a permissible topic as specified above.
Staff time reimbursement for attending training shall be the actual cost of time spent attending training, up to a maximum of $50.00/hour, whichever is lower. The training must total at least one hour.

A list of approved training organizations and programs can be found here:
https://earlystartneighborhood.org/professional-development/list-of-trainings/

If you and or you and your staff are interested in attending a training that **is not included** on the list of approved trainings, you may submit a training consideration request, with information on the training, to **Submit a Training for Consideration** using this link:
https://app.smartsheet.com/b/form/8fc56f102e744e6d9df048270e3d9e22

See next page

WESTSIDE
REGIONAL CENTER

Requesting Funding from Regional Center
Early intervention service providers must submit a request for funding to the regional center at least 30 days before the scheduled training (Find the form attached). Providers will have 30 days to complete the approved training and will need to submit a verification of attendance to the regional center. The form will be emailed to you once your training request has been approved.

Funds will be made available to providers in the order training requests are received by the regional center. **The final deadline for providers submitting training requests is September 30, 2023**; however, this deadline is subject to close sooner based on the availability of funding.

If you are interested in taking advantage of this opportunity, please email me your completed form. I will be the main point of contact for this opportunity. We will generate a separate email to process and respond all requests once they are received.

Ricardo Alvarado Pacheco, Ph.D.,BCBA, BCCC.
Community Services Department
RicardoP@WestsideRC.org