



**Council Members**

David Blose, Yukon  
Margaret Bond, Broken Arrow  
Jeromy Buchanan, Okla. City  
Sherri Coats, Oklahoma City  
Brett Cunningham, Okla. City  
Janie Fugitt, Okla. City  
Shelly Greenhaw, Edmond  
Heather Hancock, Okla. City  
Laura Haney, Tulsa  
Jacob Pyle, Norman  
Gina Richardson, Okla. City  
Susan Rutledge, Broken Arrow  
Beth Scrutchins, Okla. City  
Melissa Sublett, Tulsa  
Kodey Toney, Panama  
Lori Wieder, Stillwater  
Cynthia Wilkett, Tulsa  
Valerie Williams, Okla. City  
Bryce Wooten, Edmond

**DDCO Staff**

**Planning & Grants Director**

Jennifer Robinson

**Outreach & Marketing Director**

Alissa Patterson

**Advocacy Training Director**

Dr. Bradley Mays

**Self-Advocacy Training Director**

Morgan Davis

**Executive Director**

Jenifer Randle

**State Plan Committee Meeting Agenda**

Friday, March 13, 2026 – 11:00 a.m.

Center for NonProfits, 701 N Lindsay Ave, Oklahoma City, OK 73104

Join Meeting:

<https://www.zoomgov.com/j/1603375568?pwd=NuayxwyuHrrdfz3CuZRJdmbUIC8nC6.1>

Meeting ID: 160 337 5568

Passcode: 8675309

Members attending online:

- *Maggie Bond, Hilton Arlington National Landing, 2399 Richmond Highway, Arlington, VA 22202*
- *Bryce Wooten, 16905 Bedford Circle Edmond, OK 73012*
- *Kodey Toney, 1507 S. McKenna, Poteau, OK 74953*

I.  **Welcome, Call to Order, & Roll Call** – Bryce Wooten, State Plan Chair

II.  **Discussion and Possible Voting** – Bryce Wooten, State Plan Chair

- 1) Review Meeting Minutes of December 8 and 12, 2025, p. 2 and 5
- 2) Review of and voting on FY26 Southeast Region Youth Expedition, p. 7
- 3) Review of and voting on FY27 Funding Requests, p. 9
  - a) Autism Foundation of Oklahoma – Job Readiness, p. 13
  - b) AutismOklahoma – LookOut Art Program, p.19
  - c) Best Buddies – OKC Expansion, p. 23
  - d) Har-Ber Village – Sensory Project, p. 27
  - e) OUHSC OK Autism Center – Training Providers, p. 29
  - f) OUHSC Sooner SUCCESS – Caregiver Retreats, Sibling Camps, p. 47
  - g) Theodore E Parker Foundation – Gardening & Life-Skills, p. 83
  - h) Valentina Guitierrez - Blend Ability Episode, p. 89
  - i) Zarrow Center – Outreach Coordinator, p. 91

III.  **Other Business and Possible Voting**

IV.  **Announcements**

Next State Plan Committee Meeting is March 26, 2026: Discussion of public comments on drafted 5-Year State Plan (2027-2031)

V.  **Adjournment**

*State Plan Committee Members: Bryce Wooten-Committee Chair, Maggie Bond-Committee Vice Chair, RoseAnn Duplan, Wanda Felty, Janie Fugitt, Shelley Greenhaw, Gina Richardson*

*The mission of the Developmental Disabilities Council of Oklahoma is to advance communities where everyone has the opportunity to live, learn, work, and play where they choose. The Council builds partnerships to change systems to improve services, resources, and supports for Oklahomans with developmental disabilities and their families.*



## State Plan Committee Minutes

### Developmental Disabilities Council of Oklahoma

**DATE:** Monday, December 8, 2025

**TIME:** 10:00 a.m.

**PLACE:** Sequoyah Building, Rm 310, 2400 N. Lincoln Blvd, Oklahoma City, OK 73105

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*BE IT REMEMBERED that on Monday, December 8, 2025, at 10:00 a.m., the State Plan Committee met at 2400 N. Lincoln Blvd, Sequoyah Bldg. in Room 310, Oklahoma City, Oklahoma 73105 per the Open Meetings Act.*

*NOTICE of the schedule for all regular and special meetings of the DDCO State Plan Committee for the calendar year 2025 has been given in writing to the Oklahoma Secretary of State and public notice and agenda having been posted on the Council's website at or before 12:00 pm on Friday, December 5, 2025, per the Oklahoma Open Meetings Act, 25 O.S. Section 311.*

I.  **CALL TO ORDER:** Ms. Felty called the meeting to order at 10:01 A.M.

II.  **ROLL CALL:**

Present: Janie Fugitt, Shelly Greenhaw, Wanda Felty, for Dr. Valerie Williams.

Online: Bryce Wooten, Gina Richardson (10:29 a.m.)

Absent: RoseAnn Duplan, for Melissa Sublett

Guests:

Staff: Jennifer Robinson, Jenifer Randle in person; Morgan Davis online, Alissa Patterson online

*By roll call, having determined there were sufficient members for quorum, so business was conducted. Gina Richardson was a voting member online, as her location was listed on the agenda.*

III. **Review of Minutes from August 15, November 4, and November 7.**

**Action:** Ms. Felty moved to approve the minutes from the State Plan meetings on August 15, 2025, November 4, 2025, and November 7, 2025. Ms. Fugitt seconded.

 **AYES:** Janie Fugitt, Shelley Greenhaw, Wanda Felty for Valerie Williams, Gina Richardson

 **NAYS:** none

**Abstain:** none

 **Motion:** Minutes for August 15, 2025, November 4, 2025, and November 7, 2025 were approved.

#### IV. Discussion: Funding proposals for FY27

The State Plan Committee met to discuss project funding requests for the next fiscal year (2027), which will start July 1, 2026, and provide suggestions for requests of information to requestors to Staff.

- Ms. Fugitt asked about the funding requested from **VGM Storytelling**. Ms. Robinson confirmed that requests from VGM Storytelling, Har Ber Village, and the Zarrow Center had not received funding in the present or previous year.
- The committee is encouraged by the match funding provided by **AutismOklahoma**.
- The committee discussed concerns with the proposal from the **Oklahoma Autism Center**. The committee would like:
  - Staff should communicate with the Autism Center about the indirect rate listed, providing the memo from Council funders that states the indirect rate should be 8%. Ask for a new budget with this new rate as well as showing a reduction on Council funding (not reduction on numbers served) for multiple years funding. This should also be communicated with other requests from other university requests as well as added to the funding application.
  - Ms. Randle will research the history of the partnership between the Council and the Autism Center, looking for how long this partnership has existed as well as look for any cross overs of training early childhood providers.
  - The committee also suggested asking the Autism Center for more information concerning how they will be measuring and reporting both short and long-term outcomes to show the impact on persons with developmental disabilities.
  - They (committee) were also curious about the history of the center's work with tribal organizations.

- The committee discussed the proposal from the **Zarrow Center**. They were curious to understand the percentage of students who are in their programs (Sooner Works and Spark360) from Oklahoma. They also mentioned asking the same evaluation questions concerning how they will measure and report both short and long-term outcomes.
- The committee would like to know internal Council project estimates for next meeting.

V.  **Announcements:**

The Committee will meet this Friday, December 12, 12:30 – 2:30 p.m. – to discuss Sooner SUCCESS proposal and other heard proposals as well as discuss new state plan goals. The meeting materials for Friday will be sent this afternoon.

The committee discussed the open meetings act and how a member can attend virtually and be eligible to vote.

VI. **Adjournment**

The meeting was adjourned at 12:00 p.m.



## State Plan Committee Minutes

### Developmental Disabilities Council of Oklahoma

DATE: Friday, December 12, 2025

TIME: 12:30 p.m.

PLACE: 2400 N. Lincoln Blvd, Sequoyah Bldg., 1 North Conf. 120

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*BE IT REMEMBERED that on Friday, December 12, 2025, at 12:30 p.m., the State Plan Committee met at 2400 N. Lincoln Blvd, Sequoyah Bldg. in 1 North Conference Room 120, Oklahoma City, Oklahoma 73105 per the Open Meetings Act.*

*NOTICE of the schedule for all regular and special meetings of the DDCO State Plan Committee for the calendar year 2025 has been given in writing to the Oklahoma Secretary of State and public notice and agenda having been posted on the Council's website at or before 12:00 pm on Thursday, December 11, 2025, per the Oklahoma Open Meetings Act, 25 O.S. Section 311.*

- I.  **Call to Order and Roll Call:** Ms. Greenhaw called the meeting to order at 12:34 P.M.  
Present: Janie Fugitt, Shelly Greenhaw, Bryce Wooten  
Online: Wanda Felty, for Dr. Valerie Williams,  
Absent: RoseAnn Duplan, Gina Richardson for Melissa Sublett  
Guests: Aietah Stephens, Sooner SUCCESS  
Staff: Jennifer Robinson, Jenifer Randle in person; Morgan Davis, Bradley Mays online, Alissa Patterson online

*By roll call, having determined there were sufficient members for quorum, so business was conducted.*

II. **Discussion: Funding proposals for FY27**

Aietah Stephens of Sooner SUCCESS brought a funding request for fiscal year 2027 to the committee, explaining they were not seeking funding for the previous proposal and are seeking to continue the work started the past 5 year state plan hosting caregiver and sibling respite retreats.

Mr. Wooten asked what the targeted areas for caregivers and sibling retreats are as well as where the retreats are held. Ms. Stephens answered they focused more on rural areas, including 'growing' rural areas (i.e. Piedmont area). She then explained they work to find partnerships in areas to host. She explained they had a partnership the past year working with CREOKS, Systems of Care partner. CREOKS helped to identify other partners. Within the proposal, they are asking for funding for an overnight sibling retreat as well as sibling day retreats. Sibling day retreats were typically 3 to 4 hours, except one in Guthrie. Ms. Robinson asked if the day retreats could be longer to serve families better. Ms. Stephens answered yes, they could probably have longer, it depended on food costs. Mr. Wooten

mentioned it also depended on the activities for the child. Longer time would allow more time for caregivers to have an actual rest and/or time to attend other activities.

Questions asked about the earlier submitted funding request:

Ms. Greenhaw asked if a family support specialist in the hospital would be a part-time position, and if they would serve in-patient or out-patient. Ms. Stephens explained that at this time, the specialist would be in-patient and part-time. The hospital hopes to have an out-patient service soon.

Ms. Felty asked how they define complex conditions. Ms. Stephens answered if they need help with personal care (eating, bathing, incontinence, etc.) but could provide a definition on complex care. Ms. Felty mentioned that anyone served would have to meet the definition of developmental disabilities the Council must follow.

After Ms. Stephens left, the committee continued to discuss the previous funding request submitted from Sooner SUCCESS regarding a family support specialist and the current funding partnership with Sooner SUCCESS of funding caregiver and sibling retreats.

Ms. Felty did say if we ask Sooner SUCCESS to submit another request before the end of the year, they will have enough time with routing through ORA (1 week). She is concerned with the family support specialist in that it doesn't meet the DD Council's scope as well as it should be the job of the clinic.

The committee would like to request Sooner SUCCESS either give more language regarding who will be served, making sure they use the definition of developmental disabilities in the DD Act or they may submit a new request regarding the continuation of caregiver and sibling retreats. If Sooner SUCCESS decides they would like to submit a new funding request for caregiver retreats, this request must include justification as to why it is still a need, not just that it was a Council request. They must also submit a budget that shows less reliance on Council funding each year yet still serving the same amount of people.

The Committee began discussing drafted goals for the next 5-Year state plan (2027-2031). Staff compiled 3 possible goals and objectives based on what was heard from listening sessions, surveys, and studying current services. Because the Committee ran out of time, the Council will discuss drafted goals and objectives in its January 2026 quarterly meeting.

III.  Announcements:

IV.  Adjournment

The meeting was adjourned at 2:24 p.m.

# **Southeast Region Youth Expedition**

Oklahoma Family Network

FY26

# Fiscal Year FY26 Funding Request

**Project/Activity:** Southeast Region Youth Expedition

**Organization:** Oklahoma Family Network

**Proposal Description:**

The *Southeast Region Youth Expedition* will continue its successful leadership and advocacy model to reach more youth with intellectual and developmental disabilities (ID/DD) and their families across rural eastern Oklahoma. Oklahoma Family Network (OFN) will implement a coordinated series of activities designed to strengthen self-advocacy, employment readiness, and community inclusion for youth ages 14 and older. The program will include interactive workshops, caregiver training, and public engagement opportunities that align with the Oklahoma Developmental Disabilities Council’s priorities.

The project will engage at least 50 youth participants and 40 caregivers through both in-person and virtual activities. OFN will partner with the Autism Foundation of Oklahoma, the Choctaw Nation, and local educational and vocational programs to expand access and sustain post-program support. Evaluation will include pre- and post-surveys, attendance tracking, facilitator assessments, and partner feedback to measure progress. Target outcomes include 80% of youth reporting improved self-advocacy and 70% showing measurable growth in leadership and employment readiness skills. The Youth Expedition will strengthen Oklahoma’s pipeline of disability leaders and create more inclusive rural communities.

**Council Goal & Objective:** Access to Services

**Targeted Audience:** The Southeast Region Youth Expedition will primarily serve young adults with intellectual and developmental disabilities (ID/DD), ages 14 and older, living in rural eastern Oklahoma. This includes LeFlore County and surrounding areas such as Sequoyah, Haskell, Latimer, Adair, and Cherokee counties—regions that often face significant barriers to accessing disability-related services.

### Funding requested for Fiscal Year FY26

Council	Match (in kind)	Total
<b>\$24,500</b>	<b>\$10,925</b>	<b>\$35,425</b>

# FY27 Funding Requests

## Full Year Projects

Autism Foundation of Oklahoma  
AutismOklahoma  
Best Buddies  
Har-Ber Village  
OUHSC OK Autism Center  
OUHSC Sooner SUCCESS  
Theodore E Parker Foundation  
Valentina Guitierrez  
Zarrow Center

Job Readiness  
LookOut Art Program  
OKC Expansion  
Sensory Project  
Training Providers  
Caregiver Retreats, Sibling Camps  
Gardening & Life-Skills Program  
Blend Ability Episode  
Outreach Coordinator



Fy 27 Funding	Council funding	Match funding	NOTES
Autism Foundation of Oklahoma	\$ 25,000.00	\$ 8,334.00	Job Readiness Workshops for Youth
AutismOklahoma	\$ 15,000.00	\$ 19,000.00	Look Out
Best Buddies	\$ 25,000.00	\$ 8,334.00	Expand Best Buddies into Oklahoma City Schools
Har-Ber Village	\$ 25,000.00	\$ 3,000.00	Creating sensory friendly spaces
Oklahoma Autism Center	\$ 135,532.00	\$ 45,305.00	Building community capacity for care providers
Sooner SUCCESS	\$ 103,253.00	\$ 34,547.00	Caregiver Respite Retreats and Sibling Camps
Theodore E. Parker Foundation	\$ 3,750.00	\$ 1,250.00	Gardening and Life Skills Program
VGM Visual Storytelling	\$ 25,000.00	\$ 8,334.00	Employment Awareness (Blend Ability)
Zarrow Center	\$ 101,602.00	\$ 125,968.00	Inclusive outreach across OU Community
<b>TOTAL</b>	<b>\$ 459,137.00</b>		



Job Readiness and Family Empowerment Program  
Autism Foundation of Oklahoma

# Fiscal Year FY27 Funding Request

**Project/Activity:** Job Readiness and Family Empowerment Program

**Organization:** Autism Foundation of Oklahoma

**Proposal Description:** The Autism Foundation of Oklahoma (AFO) seeks funding to expand its Job Readiness and Family Empowerment Program, providing youth and young adults with intellectual and developmental disabilities (I/DD) essential workplace skills. The program teaches soft skills—communication, relationship-building, appropriate attire, financial literacy, self-advocacy—and supports executive functioning, while also equipping parents and caregivers to reinforce these skills and advocate for inclusive employment. By bridging gaps in existing transition services, this initiative fosters workforce representation, independence, and greater public recognition of the value of individuals with I/DD.

Many youth with I/DD are excluded from state-supported transition services due to eligibility requirements, leaving families without affordable options and perpetuating unemployment and social invisibility. AFO addresses these barriers through accessible, flexible workshops offered in person and online: four sessions for youth focused on job readiness and executive functioning, and four sessions for parents and caregivers emphasizing advocacy, skill reinforcement, and peer networking. The program targets populations in the Oklahoma City and Tulsa metro areas, including rural communities where specialized services are scarce.

Expected outcomes include measurable improvements in youth confidence, workplace readiness, and executive functioning, as well as enhanced caregiver knowledge and advocacy skills. By increasing the visibility and representation of individuals with I/DD in workplaces and communities, the program aims to shift public perceptions, reduce stigma, and promote inclusive employment opportunities. Success will be tracked through pre- and post-surveys, attendance, completion data, and participant feedback, ensuring accountability and demonstrating broader impact on equity, access, and inclusion across Oklahoma.

**Council Goal & Objective:** Representation and Public Attitudes

**Targeted Audience:** This project serves youth and young adults with intellectual and developmental disabilities (I/DD), ages 14–26, along with their parents and caregivers who support workplace readiness and advocacy. Focused on the Oklahoma City and Tulsa metro areas, including rural communities, it targets families who often lack access to affordable transition and job readiness programs.

## Funding requested for Fiscal Year FY27

Council	Match (in kind)	Total
<b>\$25,000</b>	<b>\$8,334</b>	<b>\$33,334</b>

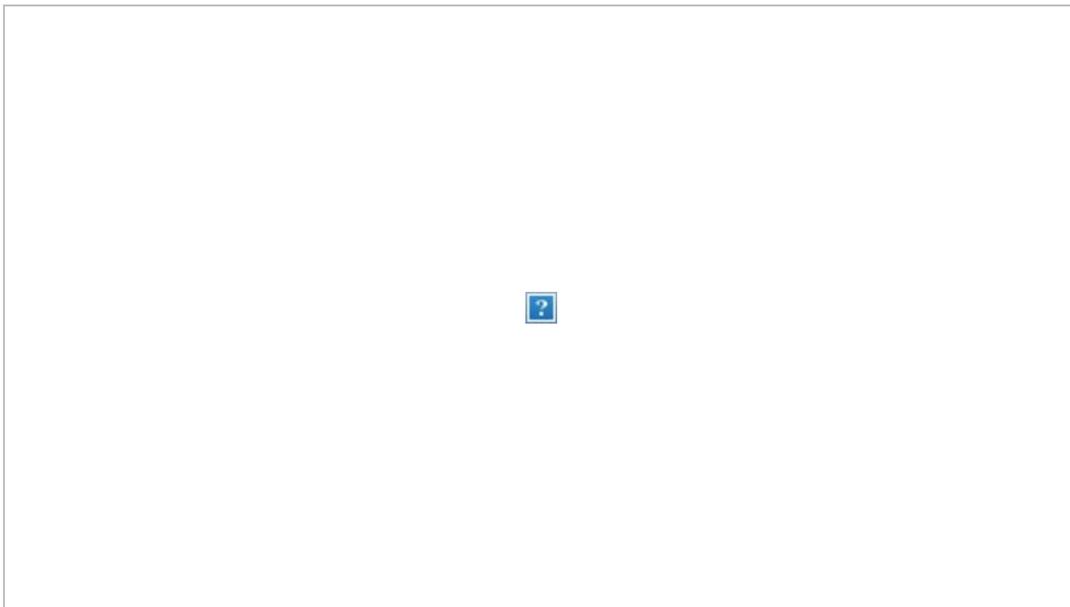
**From:** [Taylor Knooihuizen](#)  
**To:** [Jennifer Robinson](#)  
**Cc:** [Jennifer Randle](#)  
**Subject:** [EXTERNAL] RE: DDCO Funding Request for FY27  
**Date:** Thursday, January 15, 2026 11:34:09 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)

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Hi Jennifer,

No worries! We will already have a built-in pool of participants through our social attendees, and we can include some of our community partners who have strong networks to help recruit participants. We have worked with them in this capacity before and have no doubt they will be helpful in disseminating project information. They have not been contacted about this project yet, as we have not secured funding and want to be mindful of everyone's time. Emily Scott, our Executive Director, is very familiar with the UCEDD staff and serves as a LEND Family Mentor!

Thanks!



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**From:** Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>

**Sent:** Wednesday, January 14, 2026 10:08 AM  
**To:** Taylor Knooihuizen <taylork@autismfoundationok.org>  
**Cc:** Jenifer Randle <Jenifer.Randle@okdhs.org>  
**Subject:** RE: DDCO Funding Request for FY27

Hi Taylor,

We have a couple of follow up questions.

- Have you gotten buy-in from any of those entities?
- Have you contacted the Center for Learning and Leadership? The Association of University Centers on Disabilities (AUCD) is a national organization for the UCEDDs, the Center for Learning and Leadership is Oklahoma's UCEDD.

Thanks!

Jennifer Robinson  
Planning and Grants Director  
Developmental Disabilities Council of Oklahoma  
405-255-5309

[Set an appointment with me](#)

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**From:** Taylor Knooihuizen <[taylork@autismfoundationok.org](mailto:taylork@autismfoundationok.org)>  
**Sent:** Friday, January 9, 2026 4:37 PM  
**To:** Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>  
**Cc:** Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>  
**Subject:** [EXTERNAL] RE: DDCO Funding Request for FY27

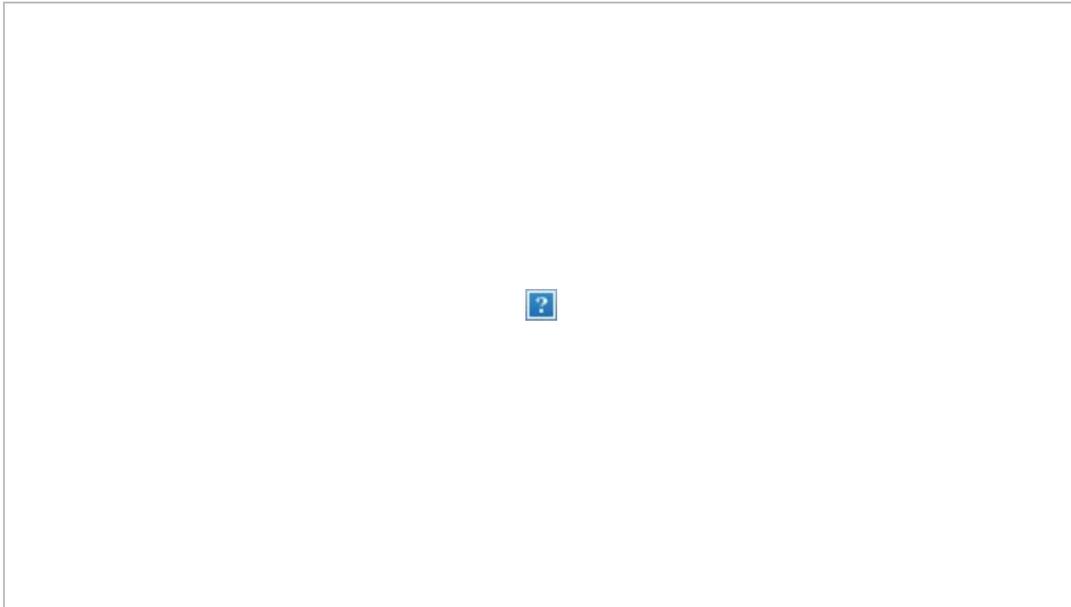
Hi Jennifer,

Great question, and I am happy to clarify further! At AFO, our staff holds membership in 18 disability committees and coalitions. However, I am listing some specific entities below with whom we will be in contact.

- Down Syndrome Association of Central Oklahoma
- The Arc of Oklahoma
- Oklahoma Department of Rehabilitation Services
- Association of University Centers on Disabilities
- Oklahoma Inclusive Post Secondary Education (IPSE)

- Oklahoma Works
- Oklahoma Transition Council
- CREOKS
- Pervasive Parenting
- Oklahoma Public Schools Transition Programs- McAlester, Marlow, Duncan, Panama, Sand Springs, Stillwater, and Tuttle

If you have any additional questions, please send them my way, and I will get back to you!



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**From:** Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>  
**Sent:** Wednesday, January 7, 2026 11:41 AM  
**To:** Taylor Knooihuizen <[taylor@autismfoundationok.org](mailto:taylor@autismfoundationok.org)>  
**Cc:** Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>  
**Subject:** DDCO Funding Request for FY27

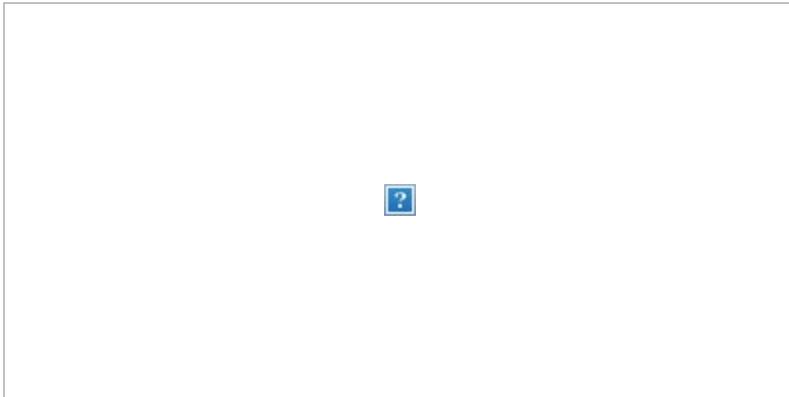
Taylor,  
Happy New Year!  
The Council has a question regarding your proposal.

- What specific contacts and nonprofits will be included in the outreach to ensure that participants will represent multiple developmental disabilities, rather than just autism?

Feel free to contact me if you have questions.

Thank you.

Jennifer



[Set an appointment with me](#)

# **LookOut Art Program**

AutismOklahoma

# Fiscal Year FY27 Funding Request

**Project/Activity:** LookOut Program

**Organization:** AutismOklahoma

**Proposal Description:** This proposal seeks funding to expand an inclusive, community-based art program serving individuals of all ages with developmental disabilities. The program integrates adaptive art classes, artist mentorship, and public exhibitions to provide participants with structured opportunities for creative expression, skill development, and social connection. Classes will be led by trained instructors using accessible materials, while mentorship pairs participants with local artists for individualized guidance, portfolio development, and encouragement. Public exhibitions and community events will showcase participants' artwork, increase visibility, and promote inclusion within the broader community.

Planned activities include outreach to 25 new artist participants, three submission events to recruit emerging artists, and the addition of four new art classes in the Tulsa area. At least one major exhibition will highlight the collaborative work of participants and mentors, providing a platform for public engagement and recognition. These program components are designed to strengthen participants' creative abilities, confidence, and sense of belonging, while simultaneously fostering public awareness of the talents of individuals with developmental disabilities.

Expected outcomes include improved self-expression, fine motor and communication skills, social connectedness, and portfolio development that could lead to vocational or entrepreneurial opportunities. For the community, the program will enhance appreciation of diverse artistic abilities, reduce stigma, and expand inclusion in cultural events. Program evaluation will track attendance, mentorship hours, portfolio development, pre- and post-surveys, and community feedback to measure impact and inform ongoing program growth. This expansion represents a strategic opportunity to increase access to lifelong art programming and further embed inclusive practices within the local arts ecosystem.

**Council Goal & Objective:** Access to Services

**Targeted Audience:** Our primary audience includes individuals with autism or other developmental disabilities, aged 10 to 50, who are either practicing or aspiring artists and filmmakers, with filmmakers aged 18 and above. While focused on autism, the program is inclusive of all artists with developmental disabilities, emphasizing shared resources, community connection, and opportunities for participants to realize their creative potential.

**Funding requested for Fiscal Year FY27**

Council	Match (in kind)	Total
<b>\$15,000</b>	<b>\$19,000</b>	<b>\$34,000</b>

Prior Fiscal Year FY26

Council	Match (in kind)	Total
\$18,000	\$16,000	\$34,000

Prior Fiscal Year FY25

Council	Match (in kind)	Total
\$24,000	\$10,000	\$34,000



# Best Buddies Program Growth Initiative

## Best Buddies in Oklahoma

# Fiscal Year FY27 Funding Request

**Project/Activity:** Best Buddies Program Growth Initiative

**Organization:** Best Buddies in Oklahoma

**Proposal Description:** In the coming year, the Best Buddies Program Growth Initiative will focus on expanding its reach and deepening its impact across Oklahoma City schools. Building on the success of the 2025 Expansion Project, the initiative will establish five new school chapters, recruit and engage at least 100 students, and conduct 20 group activities that promote inclusion and friendship between youth with and without intellectual and developmental disabilities (IDD). These new chapters will create opportunities for at least 25 students with IDD, including five in leadership roles, to build friendships, develop confidence, and strengthen essential communication and social skills.

Each new chapter will function as a student-led club supported by trained faculty advisors and guided by Best Buddies staff. Student and faculty leaders will participate in multiple training sessions focused on fostering one-to-one friendships, planning inclusive activities, and ensuring chapter sustainability. Throughout the year, Best Buddies staff will provide continued mentorship, online resources, and leadership transition support to ensure that chapters remain active and thriving beyond their first year.

Through these efforts, Best Buddies aims to cultivate inclusive school communities that prepare students with IDD for success in college, employment, and independent living. The organization will measure success through participation numbers, leadership development milestones, and participant feedback—building on survey results showing strong satisfaction and positive school climate impacts. Ultimately, this year’s initiative will strengthen the foundation for long-term inclusion and friendship in schools and communities across Oklahoma.

**Council Goal & Objective:** Representation and Public Attitudes

**Targeted Audience:** The target population for the project includes elementary school, middle school, and high school students with and without IDD, aged approximately 11 to 18 years, in the greater Oklahoma City area. We expect that the project will serve a minimum of 100 students with and without IDD.

## Funding requested for Fiscal Year FY27

Council	Match (in kind)	Total
<b>\$25,000</b>	<b>\$8,334</b>	<b>\$33,334</b>

**Prior Fiscal Year FY26**

Council	Match (in kind)	Total
<b>\$25,000</b>	<b>\$8,333</b>	<b>\$33,333</b>

**Prior Fiscal Year FY25**

Council	Match (in kind)	Total
<b>\$25,000</b>	<b>\$8,333</b>	<b>\$33,333</b>



## **Retreat Room**

Har-Ber Village

# Fiscal Year FY27 Funding Request

**Project/Activity:** Retreat Room

**Organization:** Har-Ber Village

**Proposal Description:** Har-Ber Village Museum seeks funding to create a sensory-friendly Retreat Room—a quiet, calming space where visitors, especially neurodivergent and trauma-affected youth, can regulate and rejoin activities with confidence. Located at the heart of the Village, the Retreat Room will feature soft lighting, acoustic treatments, fidgets, noise-reducing headphones, and nature elements to promote calm and inclusion. The project will also include youth co-design workshops, trauma-informed staff training, and clear wayfinding to ensure the space is welcoming, sustainable, and responsive to visitor needs. This initiative directly addresses increasing reports of sensory overload during school and public visits, ensuring equitable access to informal education for individuals with developmental disabilities.

The project’s first year will focus on design, implementation, and evaluation. Within 12 months, Har-Ber Village will launch the Retreat Room, integrate sensory kits and visual schedules across school programs, and train all staff and volunteers in inclusive, trauma-informed guest care. Additional outreach components—such as resource days and family navigation materials—will connect caregivers to SoonerStart, DDS, and tribal services. Measurable goals include a 20% reduction in early departures due to sensory overload, a 20% increase in teacher confidence when including students with developmental disabilities, and over 150 families receiving navigation assistance.

Beyond serving local visitors, this project will create a replicable model for rural museums seeking to improve accessibility and inclusion. Documented best practices, such as sensory kit contents, staff scripts, and operational workflows, will be shared through a free “Sensory-Ready Venue Starter” guide. By normalizing sensory supports and connecting families to services, Har-Ber Village will strengthen community participation, shift public attitudes toward inclusion, and help every visitor—especially those with developmental disabilities—feel seen, supported, and welcome.

**Council Goal & Objective:** Equitable Access

**Targeted Audience:** Visitors with developmental disabilities—especially autistic youth and those with sensory processing differences—plus their caregivers and teachers during school visits and public hours at Har-Ber Village.

## Funding requested for Fiscal Year FY27

Council	Match (in kind)	Total
<b>\$25,000</b>	<b>\$3,000</b>	<b>\$28,000</b>

Training Early Care and Education Providers  
Autism Center of Oklahoma – Early Access

# Fiscal Year FY27 Funding Request

**Project/Activity:** Training Early Care and Education Providers

**Organization:** Autism Center of Oklahoma – Early Access

**Proposal Description:** This project expands the Oklahoma Autism Center’s efforts to strengthen early identification, family support, and inclusion for young children with developmental differences. Building on existing success, the initiative will increase access to evidence-based training for early care and education providers using a multi-tiered system of supports (MTSS) model. The training equips providers to create inclusive classrooms, address behavioral and sensory needs, and partner with families to ensure children under age five have access to high-quality early learning opportunities, with expanded reach to Head Start, Early Head Start, and rural and underserved communities through in-person and virtual options.

The program includes three progressive levels of training and consultation. Level 1 provides universal training on inclusive practices, developmental monitoring, and positive behavior supports; Level 2 offers targeted workshops based on provider self-assessment and classroom needs; and Level 3 delivers individualized consultation for providers serving children with developmental delays or disabilities. Pilot outcomes show strong effectiveness, with knowledge of inclusion strategies increasing from 36% to 75% and confidence using positive behavior supports rising from 36% to 69%, which the expanded project will build on to reduce early childhood expulsions and improve developmental outcomes.

Evaluation will measure changes in provider knowledge, confidence, and implementation of inclusive strategies, along with improvements in children’s participation and classroom outcomes. The project aligns with the Developmental Disabilities Council of Oklahoma’s goals for access to services, inclusive education, and system change. By embedding developmental monitoring, screening, and inclusion practices into early childhood systems, this initiative promotes sustainable improvements that ensure children with developmental differences are identified early, supported effectively, and fully included.

**Council Goal & Objective:** Access to Services, Inclusive Education

**Targeted Audience:** Level 1 training on autism, developmental monitoring, screening, and positive behavior supports will serve providers working with children from birth to age 18, with emphasis on those caring for children under five. Levels 2 and 3 will provide targeted coaching and consultation to early care providers and families, expanding access statewide—especially in rural and underserved areas—to strengthen early identification, inclusion, and support.

## Funding requested for Fiscal Year FY27

Council	Match (in kind)	Total
<b>\$135,532</b>	<b>\$45,305</b>	<b>\$180,837</b>

FY '27 DDCO Early Access  
 PI: Juliana Vanderburg, Ph.D.

**Includes 3% cost of living raise**

July 1, 2026 - June 30, 2027

<b>DDCO BUDGET</b>					
<b>Personnel</b>	<b>FTE</b>	<b>Effort</b>	<b>Requested Salary</b>	<b>Fringe</b>	<b>Total</b>
Juli Vanderburg	0.20	10%	\$11,652.00	\$1,095.00	\$12,747.00
Bonnie McBride	1.00	0%	\$0.00	\$0.00	\$0.00
Seth Kastner	1.00	50%	\$31,768.00	\$11,913.00	\$43,681.00
Gina Bryan	0.75	3%	\$1,748.00	\$656.00	\$2,404.00
Andrea Quillen	1.00	46%	\$21,321.00	\$7,995.00	\$29,316.00
Admin Assist. TBH	1.00	10%	\$3,914.00	\$1,468.00	\$5,382.00
TBH	1.00	18%	\$6,480.00	\$2,430.00	\$8,910.00
<b>TOTAL PERSONNEL &amp; FRINGE</b>		<b>137%</b>	<b>\$76,883.00</b>	<b>\$25,557.00</b>	<b>\$102,440.00</b>

**Supplies & Operating Expenses**

Travel	\$1,000
Contracts	\$15,500
Materials/Supplies/Printing	\$6,552
<b>TOTAL SUPPLIES &amp; OPERATING EXPENSES</b>	<b>\$23,052</b>

**MATCH BUDGET**

<b>Personnel</b>	<b>FTE</b>	<b>Effort</b>	<b>Requested Salary</b>	<b>Fringe</b>	<b>Total</b>
Juli Vanderburg	0.20	10%	\$11,652.00	\$1,095.00	\$12,747.00
Bonnie McBride	1.00	5%	\$7,377.00	\$2,449.00	\$9,826.00
Seth Kastner	1.00	5%	\$3,177.00	\$1,055.00	\$4,232.00
Gina Bryan	0.75	2%	\$1,165.00	\$387.00	\$1,552.00
Andrea Quillen	1.00	3%	\$1,391.00	\$462.00	\$1,853.00
Admin Assist. TBH	1.00	20%	\$7,828.00	\$2,599.00	\$10,427.00
Admin Assist. TBH	1.00	2%	\$720.00	\$239.00	\$959.00
			<b>\$33,310.00</b>	<b>\$8,286.00</b>	<b>\$41,596.00</b>

**Supplies & Operating Expenses**

Materials/Supplies	352
Contracts	\$0
<b>TOTAL SUPPLIES &amp; OPERATING EXPENSES</b>	<b>\$352</b>

<b>Total Direct Costs</b>					<b>\$125,492</b>
<b>Total Indirect Costs</b>			<b>8%</b>		<b>\$10,039</b>
<b>TOTAL COSTS</b>					<b>\$135,532</b>

**From:** [Kastner, Seth A. \(HSC\)](#)  
**To:** [Jennifer Robinson](#)  
**Cc:** [Jennifer Randle](#); [Vanderburg, Juliana \(OUH\)](#); [Bryan, Gina M \(HSC\)](#)  
**Subject:** [EXTERNAL] RE: DDCO Funding Request for FY27  
**Date:** Friday, January 16, 2026 4:54:12 PM  
**Attachments:** [image001.png](#)

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Jennifer,

Thanks for your patience as I've gathered responses for these questions. Please let me know if any further clarification is needed.

- What experience did you have in the past with the Tribal Community and their Head Start programs?
  - Here are some highlights from past tribal collaborations, with Head Start-specific collaborations bolded:
    - Chickasaw Nation: conducted multiple screenings and trainings starting with their Child Development Centers (Ada, and Ardmore, 2011, 2013, 2017), collaborated with their Pediatric Collaborative to conduct ongoing training in developmental monitoring, screening and assessment (2022-2025)
    - Choctaw Nation, participated in public summits hosted by the Chickasaw Nation Autism Community C.A.R.E.S. (2018), trained childcare and other providers on multiple occasions (2014, 2015, 2016, 2019, 2024), distributed 200 "Let's Play" developmental activity books to the Choctaw Nation Early Steps literacy program (2025)
    - Citizen Pottawatomie Nation: conducted screenings at CPN Child Development Center (2024); partnered to host training at training for Go Kids Childcare in Norman (2025)
    - Otoe-Missouria Tribe: currently in planning discussion to conduct training for Head Start Early providers later this year (2025)
    - **Muscogee Nation: trained to 42 providers with Muscogee Nation Head start (2025);** developmental monitoring materials at a Muscogee
    - Creek Nation Childcare event (2019)
    - Delaware Tribe of Indians: trained 16 child development staff (2018)
    - **Osage Nation: conducted two Head Start on-site consultations (Hominy and Barnsdall) so support children with autism in their programs (2014);** trained the staff of their WELA -Early Learning program (2022)
    - Peoria Tribe Of Indians of Oklahoma: trained child development staff (2019)

- Miami Tribe of Oklahoma: trained child development staff (2019)
  - Intertribal Agencies
    - Oklahoma City Indian Clinic: training 14 clinicians in diagnostic autism assessment (2022), have exhibited at multiple health fairs
    - Southern Plains Tribal Health Board: advised in selection of and provided onboarding and ongoing mentorship of “Learn the Signs. Act Early.” tribal ambassadors (2022-23); assisted in dissemination of culturally adapted Learn the Signs. Act Early.” materials (2023-24); Presented on developmental monitoring at their Tribal Public Health Conference (2022).
    - Oklahoma Tribal Child Care Association: presented for 75 tribal childcare directors on Early Access and developmental monitoring (2018)
    - **Presented at a state conference for 90 tribal Head Start Early Head Start directors (2018)**
    - **Central Tribes of the Shawnee Area: trained child care and Head Start/Early Head Start providers (2018, 2024)**
  - We have also regularly presented at the Head Start Region VI Annual Conference (2021-2025) which includes attendees from tribal Head Start/Early Head Start programs.
  - We have provided resources and technical assistance to providers from many tribal including from the Cherokee Nation, Chickasaw Nation, Choctaw Nation, and Peoria Tribe of Indians of Oklahoma (most often regarding autism assessment but also other resources and referrals.
- How will you be evaluating this work? Include more information concerning how you will be measuring and reporting both short and long-term outcomes to show the impact on people with various developmental disabilities, not just autism.
  - Since our proposed new activities involve a multi-tiered approach, we will be gathering survey data from provider-participants as they complete the several stages of training and coaching, as well as a follow-up survey to assess implementation and impact at the end of the project period.
  - This is certainly an area where we are very receptive to input as it has been an ongoing challenge, since capacity-building rather than direct-service to people with developmental disabilities has been our focus and these outcomes are more difficult to measure, especially in the long-term.
- In our multiyear projects, we require a reduction in the Council’s funding or an increase in your match (which decreases the Council’s percentage). This should

not reduce your services provided or the numbers served.

- We are happy to plan for DCCO funding reductions and to revise our sustainability plan accordingly. Could we have some, at least general, advisement on scale/rate that we should aim/plan for? We are happy to revise our sustainability plan to reflect these goals.
- Are you including your previous work along with this proposal? Is this just an expansion? Can you split up the budget between the current project and the proposed expansion?
  - From our proposal: ” Yes. This proposal is an expansion of work being done under our current contract with the DDCO. We are continuing efforts to maintain and expand screening and diagnostic partners, and we are working to better document and improve assistance and support provided to families during the process of early identification, screening, assessment, and connecting with services. Our new activities, outlined in detail elsewhere in this proposal make our efforts more holistic in building capacity to support children and improve Oklahoma’s early childhood systems’ ability to serve and include them before, during, and after they have been identified as having a developmental delay or disability. While we have been able to pilot some of the proposed activities with two childcare facilities prior to this submission, we are requesting support from the DDCO to initiate this work with other early care facilities (possibly expanding to include Head Start, Early Head Start, and other early childhood education programs) and to incorporate components tailored to the needs of early care providers across Oklahoma.”
  - In splitting the budget, we would essentially be looking at splitting team member efforts/time into sustained and new activities (materials, supplies, etc. would be extraneous to the sustained activities since we no longer need to actively . We may be able to specify this in line with how match vs. council funded time is currently in the budget as this fairly-closely approximates the split of manpower we expect to dedicate to sustained vs. new activities.
- The numbers in the applications should only represent the work being proposed.
  - Understood, and that was indeed our intention. If you’d like revisions of our performance measure to focus only newly proposed activities, we can certainly do that. Our default was to count and report work that is continuing to be done on the basis of previous Council support and with staff time that included as match on this project.
- Our Federal Funder sets the cap for indirect costs at 8% (document attached)
  - I have forwarded this letter along to our budget team who has submitted a revised budget with the lower indirect rate along with the supplied letter to

our Grants and Contracts department. We are also working to adjust our scope of work accordingly. We will keep you updated on that process.

Gratefully,

**Seth Kastner**

Senior Research Assistant |Developmental and Behavioral Pediatrics  
Early Access Oklahoma / Early Foundations | Oklahoma Autism Center  
The University of Oklahoma Health Campus  
3901 NW 63<sup>rd</sup> St., Suite 100 | Oklahoma City, OK 73116  
405-842-9995 |AutismCenterOK.org  
@AutismCenterOK

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**From:** Jennifer Robinson <Jennifer.Robinson@okdhs.org>  
**Sent:** Wednesday, January 7, 2026 11:36 AM  
**To:** Kastner, Seth A. (HSC) <Seth-Kastner@ou.edu>  
**Cc:** Jenifer Randle <Jenifer.Randle@okdhs.org>  
**Subject:** [EXTERNAL] DDCO Funding Request for FY27

**External Email**

Seth,

Happy New Year!

The Council has a few questions regarding your proposal.

- What experience did you have in the past with the Tribal Community and their Head Start programs?
- How will you be evaluating this work? Include more information concerning how you will be measuring and reporting both short and long-term outcomes to show the impact on people with various developmental disabilities, not just autism.
- In our multiyear projects, we require a reduction in the Council's funding or an increase in your match (which decreases the Council's percentage). This should not reduce your services provided or the numbers served.
- Are you including your previous work along with this proposal? Is this just an

expansion? Can you split up the budget between the current project and the proposed expansion?

- The numbers in the applications should only represent the work being proposed.
- Our Federal Funder sets the cap for indirect costs at 8% (document attached)

Feel free to contact me if you have questions.

Thank you.

Jennifer

cid:image001.png@01DC7FD0.045A8AC0



[Set an appointment with me](#)



Administrative Assistant – To Be Hired\*

30% Total Effort: 10% paid funds, 20% matching funds (3.6 CM)

Council Funds Requested: \$3,914

In-Kind Matching Funds (OUHSC) \$7,828

The Administrative Assistant will provide general support for the project. They will assist with ordering supplies and materials, data entry, coordinating travel, and any other activities to ensure the project goals are met.

Financial and Contract Support Coordinator - Gina Bryan\*

5% Total Effort: 3% paid funds, 2% matching funds (0.45 CM)

Council Funds Requested \$1,749

In-Kind Matching Funds (OUHSC) \$1,166

Ms. Bryan will assist with budget and contract management, purchasing supplies, and provide overall fiscal support for the project.

\*To accommodate university-level discretion for yearly cost of living/merit increases, a 3% raise has been included for all full-time staff (not including faculty) that have been employed over a year.

TOTAL PERSONNEL: \$110,195

Council Funds Requested \$76,884

Matching Funds \$33,843

FRINGE BENEFITS

Employee benefits are calculated at the University of Oklahoma Health Sciences Center FY26 rates of 37.5% for professional and full-time staff, 9.4% for part-time faculty and staff, and 33.2% on Matching. Fringe benefit rates will be applied in strict accordance with the University’s approved DHHS rates.

TOTAL FRINGE: \$33,843

Council Funds Requested \$25,557

Matching Funds \$8,286

TRAVEL

In-state travel will be necessary for training and awareness activities. Travel expenses include lodging, mileage, and per diem for faculty, staff, and consultants/partners. Mileage and per diem will be paid at the current federal rate.

TOTAL TRAVEL \$1,000

Council Funds Requested \$1,000

Matching Funds \$0.00

OTHER

Professional Services

To complete the activities of the project the following outside Independent Contractors will be used.

Project Consultant – Kathryn Moore, PhD

Council Funds Requested \$6,000 In-Kind Matching Funds \$0

Dr. Moore is a licensed psychologist with expertise in identifying and supporting young children with developmental delays, including autism. She will support project oversight, implementation, and evaluation given her experience with initiatives that promote the meaningful participation of children with developmental delays in early childhood environments.

Early Childhood Inclusive Education Consultant – Twana Ross

Council Funds Requested \$4,000 In-Kind Matching Funds \$0

Ms. Ross has direct experience supporting children with developmental delays in early childhood settings. She will contribute to training development and provide feedback on content accessibility and relevance.

Project Facilitator - Margaret Bergant

Council Funds Requested \$5,000      In-Kind Matching Funds (Bergant Consulting) \$0

Ms. Bergant will provide professional services to the project in the areas of group facilitation, early intervention, and strategic planning.

TOTAL PROFESSIONAL SERVICES: \$15,000

Council Funds Requested \$15,000

Matching Funds \$0

Postage

Funds are requested for postage so that classroom materials can be directly mailed and delivered to partnering early childcare centers.

TOTAL POSTAGE: \$500

Council Funds Requested \$500

Matching Funds \$0.00

TOTAL OTHER: \$15,500

Council Funds Requested \$15,500

In-Kind Matching Funds (OUHSC) \$0.00

SUPPLIES

Funds are requested for materials and supplies such as folders, pens, printer supplies, clipboards, paper, post its, staples, binders, jump drives, paper clips, portfolios, ADOS protocols, developmental monitoring and screening tools, laptop/computer supplies, mailing labels, and other desk supplies necessary for project operations. Supplies also include printing and duplication of promotional items for awareness activities, training materials, resources, reports, brochures, posters, and flyers. Funds are also requested for the purchase of a set of classroom materials (e.g., developmentally appropriate toys, visual supports) to demonstrate evidence-based instructional strategies during training.

TOTAL SUPPLIES: \$6,904

Council Funds Requested \$6,552

Matching Funds \$352

Indirect Costs

The Department of Health & Human Services has set an 8% indirect rate for training grants/funds contracted to the University of Oklahoma Health Sciences Center.

Total Indirect Costs (8%) \$13,395

Council Funds Requested (8%) \$10,039

In-Kind Matching Funds (OUHSC) (8%) \$3,356

TOTAL PROJECT COSTS: \$180,837

COUNCIL FUNDS REQUESTED: \$135,532

MATCHING FUNDS: \$45,305

Proposal: Early Access (Oklahoma Autism Center/OU Health Campus)

Revised Statement of Work, 1/20/2026

Reason for Revision: The lower indirect rate mandated for this project freed up funds in our budget to re-instate a previous plan to include classroom materials as part of our capacity-building for childcare providers participating in the projects. These materials can increase implementation of evidence-based practices in childcare settings to better serve children experiencing developmental delays. Materials will be selected in conjunction with our hands-on coaching to maximize the impact of improved classroom environments and tools.

Revised content: see bolded addition below in the full revised text of the application section.

## **STATEMENT OF WORK (SoW)**

### **Introduction**

This proposal would involve an expansion of Early Access's efforts to address the ongoing need for increasing early identification and promoting inclusion for children with autism and other developmental delays.

### **Scope of Work**

Early Access's primary goal is to continue and expand our systems change efforts to increase early identification of children at risk for autism and other developmental disabilities, while also increasing the capacity of communities and providers to offer effective supports for young children with developmental delays. In particular, we aim to offer training and consultation focused on fostering inclusive classrooms and positive outcomes for young children with developmental delays in early care and education settings. These efforts will build on our existing collaborations with community screening partners, while expanding to build new partnerships with early care and education providers as well.

Our aim is to provide three levels of support to promote belonging in early care and education settings through application of evidence-based practices, aligning with a multi-tiered systems of support (MTSS) framework, prevent-teach-reinforce for young children, and the Research-Based Units for Intervention (RUBI) coaching model. Selected early care and education centers will progress through receiving each layer of support. "Level 1" involves training early care and education staff on inclusive classroom practices to address the needs of all children, including those with developmental delays; "Level 2" involves facilitated, small-group workshops to provide hands-on practice with inclusive practices; and "Level 3" involves direct and in-depth consultation, integrating strategies from the RUBI curriculum, an evidence-based intervention focused on providing caregivers with tools to navigate challenging behaviors. **In addition, "Level 3" activities will include modification of the classroom environment and direct provision of classroom materials (e.g., developmentally appropriate toys and visual supports) to partnering centers to promote inclusive practices. Use of these materials, and classroom improvements will**

**be demonstrated and taught as part of coaching sessions led by our team.** Our end goal is to increase access to inclusive educational environments and positive behavioral supports so that children with developmental delays can benefit from access to early care and education settings and peer models who can help support language and social development.

The project will continue the ongoing work of supporting existing Community Screening Partners and families, while also incorporating early care and education providers, by offering trainings focused on developmental monitoring and early identification of children with developmental delays.

### **Period of Performance**

July 1, 2026 to June 30, 2027

### **Place of Performance**

The work will be performed at the Oklahoma Autism Center and in community locations to be determined as events are scheduled.

### **Work Requirements**

This proposal will focus on 1) providing training for early care and education professionals so that they can successfully incorporate developmental monitoring and/or autism screening into their daily practice, and 2) providing support to early care and education professionals to better promote belonging for children with developmental differences.

Work to be accomplished to meet project objectives includes:

- Form partnerships with early care professionals
- Provide layered support to professionals within early care settings
- Continue to support the existing CSP network
- Train new CSPs statewide as partners are identified
- Promote parent engaged developmental monitoring in healthcare and other early childhood systems
- Collect and summarize data on the effectiveness of the project

### **Acceptance Criteria**

Both parties will agree upon the acceptance of the following deliverables:

- Partners identified and engaged
- Partners trained in steps of early identification and positive behavioral supports
- Children screened for autism and referred for appropriate services
- Providers trained to work with families in developmental monitoring practices

- Communities' increased capacity for early identification of developmental disabilities
- Early care partners provided with layered supports to promote inclusion for children with developmental differences

## **Early Access Sustainability Plan, 2026-2031**

As the Early Access Project expands its scope beyond developmental monitoring, screening, and evaluation to include training and support to promote belonging and inclusive practices in early care and learning programs, we have highlighted several areas through which to address the sustainability of our efforts:

### *Leveraging Partnerships*

- Capitalize on previous and current partnerships with early childhood systems (i.e., Head Start, private childcare centers, and the Act Early Oklahoma website).
- Develop new partnerships in the early care and education system.

### *Funding Diversification*

- Apply for targeted funding from private foundations and other state or federal funding sources. Specifically, we will utilize our partnership with the Children’s Health Foundation to increase funding support for Early Access activities. This partnership has previously helped secure funding for other Oklahoma Autism Center projects. We will focus grant searching and application efforts on Early Access during this project period.
  - Notably, during the last funding cycle, we were successful in our plan to diversify our funding. Specifically, we received two additional grants to expand Early Access activities, supporting the concept and importance of early identification. Accordingly, we have a proven track record of funding diversification.
- We plan to dedicate a percentage of one of our staff members’ FTE to assist with grant writing. This staff member has technical writing experience, including experience writing grants.
- We will offer/accept fee-for-service training for organizations with budgets that can accommodate them (see past successes with the Oklahoma State Department of Health and the Chickasaw Nation Pediatric Collaborative).

### *Activities with Built-In Resiliency/Sustainability*

- Develop deliverable resources that will outlive funding streams (e.g. classroom resources, along with implementation and referral guides that can be utilized independently by partner agencies for new staff in the future).
- Seek new opportunities for systems change activities. For our new early care and learning activities, we will promote partnerships with existing public support services for the Oklahoma childcare system, including but not limited to the

Warmline, Child Care Resource and Referral, and Child Guidance at the OSDH. As we have previously done for other early childhood service systems, we will aim to embed training, developmental monitoring, and screening services into existing policies and procedures.

*Yearly breakdown of sustainability goals and efforts:*

*Note:* The budget projections described below include our plan to obtain funding from outside sources over the next five years in order to create sustainability.

**2026-27**

Total Project Costs	Requested DDCO Project Funds	DDCO Match/Cost Share Funds	Total DDCO Contract (Project & Match)	Additional funds (outside sources)
\$180,837	\$135,532	\$45,305	\$180,837	\$0

Sustainability Partners: OSDH, Chickasaw Nation, LTSAE-CDC

Sustainability Activities/Goals: Identify potential funding mechanisms for scaling up Belonging activities (i.e., activities focused on inclusive practices in early childcare settings). Secure preliminary planning meetings with at least one potential partner already providing support to early care providers. Identify and apply to at least one new funding source to help sustain existing Early Access activities.

**2027-28**

Total Project Costs	Requested DDCO Project Funds	DDCO Match/Cost Share Funds	Total DDCO Contract (Project & Match)	Additional funds
\$180,837	\$135,532	\$45,305	\$180,837	\$0

Targeted Sustainability Partners: Child Care Resource and Referral

Sustainability Activities/Goals: Apply for at least 2 additional funding sources to augment activities. Provide initial training in the Belonging Project model for at least two affiliates or potential partners (e.g., Childcare Resource and Referral, Child Guidance) already serving early care and learning providers. Continue networking and coordination meetings for long-term sustainability efforts, utilizing existing resources available through the AAP and CDC Act Early Ambassador program and Act Early Oklahoma initiatives.

**2028-29**

Total Project Costs	Requested DDCO Project Funds	DDCO Match/Cost Share Funds	Total DDCO Contract (Project & Match)	Additional funds
\$180,000	\$122,000	\$40,700	\$162,700	\$17,300

Targeted Sustainability Partners: to be determined

Sustainability Activities/Goals: Pursue ongoing training contract with at least one early childhood provider or organization. Obtain or continue at least one additional funding source for sustained activities of the project.

**2029-30**

Total Project Costs	Requested DDCO Project Funds	DDCO Match/Cost Share Funds	Total DDCO Contract (Project & Match)	Additional funds
\$180,000	\$108,500	\$36,200	\$144,700	\$35,300

Targeted Sustainability Partners: to be determined

Sustainability Activities: Offer fee for service training for specific topics where possible. Continue to use DD Council funds to support trainings for high-need target areas. Develop guides for implementing the Belonging Project model through partner agencies. Obtain or continue at least one additional funding source for sustained project activities.

**2030-31**

Total Project Costs	Requested DDCO Project Funds	DDCO Match/Cost Share Funds	Total DDCO Contract (Project & Match)	Additional funds
\$180,000	\$95,000	\$31,700	\$126,700	\$53,300

Targeted Sustainability Partners: to be determined

Sustainability Activities: Pilot, revise, and distribute Belonging Project resources for ongoing use and replication. Obtain or continue at least one additional funding source for sustained project activities. Host sustainability planning meetings with major partners and stakeholders to plan for ongoing support of systems change efforts.

*Long-term sustainability goals:*

Within the 5-year project timeline, we will continually work to develop sustainability solutions and a long-term plan for funding. We have found in the past that efforts to embed new practices into early childhood systems require follow-up support to sustain impact. Accordingly, our ultimate goal is to identify and apply to outside funding sources that can provide ongoing support for our project activities beyond the initial 5 years allocated by this grant.

Caregiver Respite Retreats & Sibling Camps  
Sooner SUCCESS

# Fiscal Year FY27 Funding Request

**Project/Activity:** Caregiver Respite Retreats and Sibling Camps

**Organization:** Sooner SUCCESS

**Proposal Description:** This proposal expands respite options in Oklahoma for caregivers of children and adults with intellectual and developmental disabilities (I/DD), regardless of prior access to services. Led by Sooner SUCCESS at OUHSC, the project addresses a critical gap in safe, accessible respite by offering structured opportunities that reduce caregiver stress, improve family well-being, and help caregivers integrate respite into their daily lives. The initiative prioritizes inclusive access for diverse, rural, and underserved families and recognizes caregiver well-being as essential to child and family stability.

The project includes two primary activities: Caregiver Respite Retreats and Sibling Camps. Retreats provide extended respite through vouchers for substitute caregiving, meals and lodging, peer connection, self-care education, and individualized service navigation using ARCH Life Course tools to support long-term respite planning. Sibling Camps—offered as multi-night and day camps at no cost—provide children with and without disabilities meaningful recreational and Sibshop-based experiences while caregivers receive respite, education, and navigation support, strengthening the entire family unit.

Evaluation will use pre- and post-surveys, program metrics, and qualitative feedback to measure reductions in caregiver stress, increased access to resources, and improved family outcomes. The project builds on proven success, with prior participants reporting significant stress reduction and limited access to respite without these services. Supported by strong statewide partnerships and a sustainability plan that diversifies funding and expands community implementation, this initiative offers a replicable, evidence-informed model that increases access to respite, reduces isolation, and promotes long-term health and inclusion for Oklahoma families.

**Council Goal & Objective:** Stronger support systems for families

**Targeted Audience:** Statewide, nearly one in four Oklahoma children has special health care needs, and their families often experience high stress, limited respite, and difficulty accessing trained support—challenges that are especially acute in rural and underserved areas. This project serves children, youth, and young adults with I/DD; their caregivers and siblings; and culturally and geographically diverse families across the state. Participation is expected to reduce isolation, expand access to supports, and improve well-being for both individuals with I/DD and their caregivers.

**Funding requested for Fiscal Year FY27**

Council	Match (in kind)	Total
<b>\$103,253</b>	<b>\$34,547</b>	<b>\$137,800</b>

**Prior Fiscal Year FY26**

Council	Match (in kind)	Total
<b>\$108,502</b>	<b>\$36,359</b>	<b>\$144,861</b>

**Prior Fiscal Year FY25**

Council	Match (in kind)	Total
<b>\$117,585</b>	<b>\$39,210</b>	<b>156,795</b>

**Prior Fiscal Year FY24**

Council	Match (in kind)	Total
<b>\$108,496</b>	<b>\$47,340</b>	<b>\$155,836</b>

**Prior Fiscal Year FY23**

Council	Match (in kind)	Total
<b>\$100,000</b>	<b>\$36,298</b>	<b>\$136,298</b>

**Prior Fiscal Year FY22**

Council	Match (in kind)	Total
<b>\$123,750</b>	<b>\$41,750</b>	<b>\$165,500</b>

FY '27 DDCO Sooner SUCCESS  
 PI: Aietah Stephens

July 1, 2026 - June 30, 2027

<b>DDCO BUDGET</b>						
<b>Personnel</b>	<b>FTE</b>	<b>Effort</b>	<b>Requested Salary</b>	<b>Fringe</b>	<b>Total</b>	
505754 Aieah Stephens	1.00	2%	\$1,642.00	\$616.00	\$2,258.00	
523970 Deana Wilson	1.00	9%	\$5,566.00	\$2,087.00	\$7,653.00	
529557 Lori Wathen	1.00	8%	\$4,948.00	\$1,856.00	\$6,804.00	
527049 Lisa DeBolt	1.00	7%	\$4,330.00	\$1,624.00	\$5,954.00	
531677 Eva Smith	1.00	7%	\$4,453.00	\$1,670.00	\$6,123.00	
463427 Samantha Basave	1.00	10%	\$5,123.00	\$1,921.00	\$7,044.00	
612840 Cooper Turman	1.00	5%	\$1,996.00	\$749.00	\$2,745.00	
<b>TOTAL PERSONNEL &amp; FRINGE</b>		<b>48%</b>	<b>\$28,058.00</b>	<b>\$10,523.00</b>	<b>\$38,581.00</b>	

**Supplies & Operating Expenses**

Travel	TRAVEL	\$14,500
Respite Vouchers	OTHER Category	\$14,950
Respite Retreats/Camps	OTHER Category	\$18,141
Postage/Shipping	OTHER Category	\$100
Printing/Copies	SUPPLY Category	\$700
Materials/Supplies	SUPPLY Category	\$8,633
		<b>\$57,024</b>

**MATCH BUDGET**

<b>Personnel</b>	<b>FTE</b>	<b>Effort</b>	<b>Requested Salary</b>	<b>Fringe</b>	<b>Total</b>
Aieah Stephens	1.00	0%	\$0.00	\$0.00	\$0.00
Deana Wilson	1.00	0%	\$0.00	\$0.00	\$0.00
Lori Wathen	1.00	0%	\$0.00	\$0.00	\$0.00
Lisa DeBolt	1.00	0%	\$0.00	\$0.00	\$0.00
Eva Smith	1.00	0%	\$0.00	\$0.00	\$0.00
Samantha Basave	1.00	0%	\$0.00	\$0.00	\$0.00
Cooper Thurman	1.00	0%	\$0.00	\$0.00	\$0.00
			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Supplies & Operating Expenses**

Lease		\$34,547
		<b>\$34,547</b>

<b>Total Direct Costs</b>					<b>\$95,605</b>
<b>Total Indirect Costs</b>			<b>8%</b>		<b>\$7,648</b>
<b>TOTAL COSTS</b>					<b>\$103,253</b>

<b>TOTAL REQUIRED MATCH</b>			<b>25%</b>		<b>\$34,450</b>
<b>TOTAL MATCH</b>					<b>\$34,547</b>
<b>Total Indirect Costs</b>					
<b>TOTAL MATCH</b>					<b>\$34,547</b>

<b>TOTAL PROJECT COSTS</b>					<b>\$137,800</b>
----------------------------	--	--	--	--	------------------

**TRAVEL**

Retreat Lodging	\$12,000.00
Sibling Camp Lodging	\$2,000.00
Retreat Mileage	\$250.00
Camp Mileage	\$250.00
	<u>\$14,500.00</u>

**OTHER**

Retreat Conference Space/Room Rental/ AV/S	\$15,000.00
Camp Conference Space/Room Rental	\$500.00
Retreat Meals, Snacks	\$2,000.00
Camp Meals, Snacks	\$641.00
	<u>\$18,141.00</u>

**SUPPLIES**

Retreat Supplies	\$4,316.50
Camp Supplies	\$4,316.50
	<u>\$8,633.00</u>
	<u><u>\$57,024.00</u></u>

**RESPITE VOUCHERS**

Retreat Vouchers	\$	13,000.00
Camp Vouchers	\$	-
Admin Fee	\$	1,950.00
	\$	<u>14,950.00</u>

**POSTAGE/SHIPPING**

Retreat Postage	\$	70.00
Camp Postage	\$	30.00
	\$	<u>100.00</u>

**PRINTING/COPIES**

Retreat Printing	\$	200.00
Camp Printing	\$	500.00
	\$	<u>700.00</u>

Lodging Rooms*:	15
Region 1 caregivers	2
Region 1 staff	18
Region 2 caregivers	2
Region 2 staff	18
Region 3 caregivers	2
Region 3 staff	15
Region 4 caregivers	3
Region 4 staff	

\*Many caregivers bring spouse/partner.

**From:** [Stephens, Aietah L. \(HSC\)](#)  
**To:** [Jennifer Robinson](#); [Jenifer Randle](#)  
**Cc:** [Marchand, Samantha \(HSC\)](#); [Castaneda, Mayra I. \(HSC\)](#); [Monroe, Carley B \(HSC\)](#)  
**Subject:** [EXTERNAL] RE: Re: DDCO - Remaining Questions  
**Date:** Tuesday, March 3, 2026 3:44:17 PM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[image007.png](#)

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Hello all,

It was great to see you Jen and Jennifer at today's DASCO luncheon.

We went ahead and requested a meeting with you for Monday at 9:20am

I look forward to us meeting to further discussing your questions.

Thanks for your help,  
Aietah

**Aietah Stephens, MS**

Executive Director  
Sooner SUCCESS  
1000 NE 13th Street, Suite 4800  
Oklahoma City, OK 73104  
405.271.4000 ext. 47803  
[aietah-stephens@ou.edu](mailto:aietah-stephens@ou.edu)  
<http://soonersuccess.ouhsc.edu>  
<https://www.facebook.com/SoonerSUCCESS>  
[Join Our Email List](#)

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---

**From:** Jennifer Robinson <Jennifer.Robinson@okdhs.org>  
**Sent:** Friday, February 27, 2026 2:37 PM  
**To:** Castaneda, Mayra I. (HSC) <Mayra-Castaneda@ou.edu>; Jenifer Randle <Jenifer.Randle@okdhs.org>; Stephens, Aietah L. (HSC) <Aietah-Stephens@ou.edu>; Monroe, Carley B (HSC) <Carley-Monroe@ou.edu>  
**Cc:** Marchand, Samantha (HSC) <Samantha-Marchand@ou.edu>  
**Subject:** [EXTERNAL] RE: Re: DDCO - Remaining Questions

## External Email

Thank you for your response.

I must say that I am concerned with how much is allocated to room rental for the retreats and how little is allocated for retreat meals.

These numbers are basically opposite of your previous submittals, which raises the question, have you really examined the numbers you are submitting?

This is from your budget justification for FY26:

Other:

Retreat Meals and Snacks are supported at \$13,050.

Printing/ Postage is supported at \$1,000.

Room Rental for retreat space is supported at \$2,800.

This is from the submittal for FY27:

Retreat Conference Space/Room Rental/ AV/Service FEES: \$15,000

Camp Conference Space/Room Rental: \$500

Retreat Meals, Snacks: \$2,000

Camp Meals, Snacks: \$641

This does not give me confidence that the group has reviewed what has been spent or budgeted for in the past. Or what you are submitting for FY27.

We gave you a week to respond to give you adequate time to review all the numbers to ensure that they were correct.

If the numbers above for FY27 are correct, please let me know what changed so drastically. In the past you have mentioned how high food process have gotten. From reviewing your past invoices, it seems that \$2,000 might cover meals and snacks for one of the four retreats. If you are getting additional funding to cover the cost of the other meals, please let us know the source of that funding.

Jennifer Robinson

Planning and Grants Director

Developmental Disabilities Council of Oklahoma

[Set an appointment with me](#)

**Sooner SUCCESS  
BUDGET JUSTIFICATION  
07.01.26 – 06.30.27**

**PERSONNEL**

**Executive Director:** The Executive Director provides administrative leadership to the project. She is responsible for the overall administration of the project, the implementation of the project plan, the supervision of the Regional Coordinators, and the Business Accountant, the Graduate Research Assistant, and fulfilling reporting requirements. The Executive Director is also the Principal Investigator; this position is supported with 2% effort (.24 CM) with no cost share.

**Regional Coordinator:** The Regional Coordinators are supported on this project: Regional Coordinators are responsible for project implementation in their respective Regions. This will include the implementation of Respite Retreats. Regional Coordinators will work under the direction of the PI and assist with project requirements in the regions and administering all aspects of the project at the regional level. 4 Regional Coordinators will be on this project, 1 position supported at 9% paid effort (1.08 CM), 2 positions supported at 7% paid effort (0.84 CM), and 1 position supported at 8% paid effort (0.96 CM).

**Sibling Support Coordinator:** The Sibling Support Coordinator supported on this project will be responsible for implementing the Sibling Support Program. This program is specifically for the typically developing siblings that have a brother or sister with special healthcare needs. Samantha Basave is supported at 10% paid effort for 12 months (1.2CM)

**Program Coordinator/Business Accountant/Admin:** Program Coordinator/Business Accountant/Admin on this project is responsible to help process project payment expenditures once approved by the Principal Investigator. This position will also assist in providing the budget activity reports as needed. This position is supported at 5% paid effort (.60 CM).

Fringe benefits have been calculated using the SFY26 University of Oklahoma Health Sciences Center fringe benefit rate of 37.5% for full-time employees on sponsored projects. Fringe benefits will be applied in strict accordance with the University's approved DHHS rates.

Council Paid Personnel costs total \$38,581 for this project. This amount includes fringe benefits as applicable to the staff on the project.

**SUPPLIES/OTHER**

Supplies for retreat/camp activities, materials for caregiver self-care bags, retreat evening activity and door prizes, snacks/light food items are supported at \$8,633. Printing is supported at \$700.

**Retreat Supplies:** \$4,316.50

**Camp Supplies:** \$4,316.50

**Retreat Printing:** \$200

**Camp Printing:** \$500

Other:

Room Rental/Space Rental for Retreats, Retreat Meals and Snacks are supported at \$18,141. Postage is supported at \$100.

**Retreat Conference Space/Room Rental/ AV/Service FEES:** \$15,000

**Camp Conference Space/Room Rental:** \$500

**Retreat Meals, Snacks:** \$2,000

**Camp Meals, Snacks:** \$641

**Retreat Postage:** \$70

**Camp Postage:** \$30

**Respite Vouchers, Fiscal Agent Vendor:** Woven Life will be the Fiscal Agent for Respite Voucher payments will be issued to approved Respite Care Providers and the fiscal agent for the voucher payments. The Administrative Fee is 15% of the allocated Respite Funding Amount. Respite Vouchers is supported at \$13,000 and Fiscal Agent Administrative Fee is supported at \$1,950 totaling \$14,950.

**Respite Vouchers:** \$13,000

**Admin Fee:** 1,950

**SUPPLY/OTHER COMBINED TOTAL:** \$42,524

**Lease/workspace (cost share):** Sooner SUCCESS state team office is located at the University of Oklahoma Health Sciences Center in Oklahoma City. Sooner SUCCESS will report the monthly costs of \$2,878.91 lease amount to count towards cost share obligations. These lease costs are not covered by federal funding therefore are allowed to be reported towards cost share, this amount to be cost shared is projected to be \$34,546.95.

### **TRAVEL**

Travel will be used to support the Respite Retreats' Lodging costs for the hotels and selected lodging sites for program personnel and family caregivers participating in the Retreats. In-State mileage expenses for Program staff, to travel to and from each of the Respite Retreats to implement the program. The travel will be reimbursed at actual and reasonable costs based on the established State mileage rate. Travel is supported at \$14,500.

**Retreat Lodging:** \$12,000

**Sibling Camp Lodging:** \$2,000

**Retreat Mileage:** \$250

**Camp Mileage:** \$250

### **INDIRECT COSTS**

Funds contracted to the University of Oklahoma Health Sciences Center will incur the 26% indirect cost rate. Council requested the reduced IDC rate as set by the Federal funder at 8%. Indirect paid costs are \$7,648.

**From:** Castaneda, Mayra I. (HSC) <[Mayra-Castaneda@ou.edu](mailto:Mayra-Castaneda@ou.edu)>  
**Sent:** Friday, February 27, 2026 9:37 AM  
**To:** Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>; Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>; Stephens, Aietah L. (HSC) <[aietah-stephens@ouhsc.edu](mailto:aietah-stephens@ouhsc.edu)>; Monroe, Carley B (HSC) <[Carley-Monroe@ou.edu](mailto:Carley-Monroe@ou.edu)>  
**Cc:** Marchand, Samantha (HSC) <[Samantha-Marchand@ou.edu](mailto:Samantha-Marchand@ou.edu)>  
**Subject:** [EXTERNAL] Re: Re: DDCO - Remaining Questions

Good morning Jenifer,

Please find attached the revised budget justifications, including the detailed breakdowns for the camp and retreat.

We believe these revisions address the previous errors and allow us to move forward with our partnership with DDCO to continue providing respite retreats for deserving caregivers and to host the Siblings Camp.

Please let us know if any additional information is needed.

Thank you,

**Mayra Castaneda, MBA**

Lead Grant/ Contract Coordinator  
Bilingual Respite Coordinator  
Sooner SUCCESS  
1000 NE 13th Street, Suite 4800  
Oklahoma City, OK 73104  
405.862.5038

[Mayra-castaneda@ou.edu](mailto:Mayra-castaneda@ou.edu)

<http://soonersuccess.ouhsc.edu>

<https://www.facebook.com/SoonerSUCCESS>

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**From:** Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>  
**Sent:** Friday, February 20, 2026 2:12 PM  
**To:** Castaneda, Mayra I. (HSC) <[Mayra-Castaneda@ou.edu](mailto:Mayra-Castaneda@ou.edu)>; Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>; Stephens, Aietah L. (HSC) <[Aietah-Stephens@ou.edu](mailto:Aietah-Stephens@ou.edu)>; Monroe, Carley B (HSC) <[Carley-Monroe@ou.edu](mailto:Carley-Monroe@ou.edu)>  
**Cc:** Marchand, Samantha (HSC) <[Samantha-Marchand@ou.edu](mailto:Samantha-Marchand@ou.edu)>  
**Subject:** [EXTERNAL] Re: Re: DDCO - Remaining Questions

**External Email**

Submitted 2/19/26

**Travel**

Retreat Lodging:  
Camp Trivera Lodging:  
Mileage for camp and retreats:  
not the same as your budget above

**BUDGET**

**\$14,500**  
\$12,000.00  
\$2,000.00  
\$1,669.37  
**\$15,669.37**

Submitted 2/20/26

**Travel**

Retreat Lodging  
Sibling Camp Lodging  
Retreat Mileage  
Camp Mileage

**BUDGET \$ 14,500.00**  
\$ 12,000.00  
\$ 2,000.00  
\$ 250.00  
\$ 250.00  
total \$ 14,500.00

**Respite Retreats/Camps Other**

Conference Space/Room Rental/ AV/Service FEES:  
Conference Space/Room Rental for Camp:  
Retreat Food:  
not the same as your budget above

**BUDGET**

**\$18,141**  
\$4,214.40  
\$500.00  
\$12,421.76  
**\$17,136.16**

**Respite Retreats/Camps Other**

Retreat Conference Space/Room Rental/ A \$ 12,000.00  
Camp Room Rental/Conference Space \$ 500.00  
Retreat Meal, Snacks \$ 2,000.00  
Camp Meals, Snacks \$ 641.00  
total **\$ 15,141.00**

**Postage**

Retreat Postage  
Camp Postage

**BUDGET \$ 100.00**  
\$ 70.00  
\$ 30.00  
\$ 100.00

**Materials/Supplies**

Respite Snacks/Light Meal:  
Supplies for retreats and camp:  
not the same as your budget above

**BUDGET**

**\$8,633**  
\$500.00  
\$6,000.00  
**\$6,500.00**

**Materials/Supplies**

Retreat Supplies  
Camp Supplies

**BUDGET \$ 8,633.00**  
\$ 4,316.50  
\$ 4,316.50  
total \$ 8,633.00

**Printing**

Retreat Printing  
Camp Printing

**BUDGET \$ 700.00**  
\$ 200.00  
\$ 500.00  
total \$ 700.00

**Sooner SUCCESS  
BUDGET JUSTIFICATION  
07.01.26 – 06.30.27**

**PERSONNEL**

**Executive Director:** The Executive Director provides administrative leadership to the project. She is responsible for the overall administration of the project, the implementation of the project plan, the supervision of the Regional Coordinators, and the Business Accountant, the Graduate Research Assistant, and fulfilling reporting requirements. The Executive Director is also the Principal Investigator; this position is supported with 2% effort (.24 CM) with no cost share.

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Council Paid Personnel costs total \$38,581 for this project. This amount includes fringe benefits as applicable to the staff on the project.

**SUPPLIES/OTHER**

Supplies for retreat/camp activities, materials for caregiver self-care bags, retreat evening activity and door prizes, snacks/light food items are supported at \$8,633. Printing is supported at \$700.

**Retreat Supplies:** \$4,316.50

**Camp Supplies:** \$4,316.50

**Retreat Printing:** \$200

**Camp Printing:** \$500

Other:

Room Rental/Space Rental for Retreats, Retreat Meals and Snacks are supported at \$18,141. Postage is supported at \$100.

**Retreat Conference Space/Room Rental/ AV/Service FEES:** \$12,000

**Camp Conference Space/Room Rental:** \$500

**Retreat Meals, Snacks:** \$2,000

**Camp Meals, Snacks:** \$641

**Retreat Postage:** \$70

**Camp Postage:** \$30

**Respite Vouchers, Fiscal Agent Vendor:** Woven Life will be the Fiscal Agent for Respite Voucher payments will be issued to approved Respite Care Providers and the fiscal agent for the voucher payments. The Administrative Fee is 15% of the allocated Respite Funding Amount. Respite Vouchers is supported at \$13,000 and Fiscal Agent Administrative Fee is supported at \$1,950 totaling \$14,950.

**Respite Vouchers:** \$13,000

**Admin Fee:** 1,950

**SUPPLY/OTHER COMBINED TOTAL:** \$42,524

**Lease/workspace (cost share):** Sooner SUCCESS state team office is located at the University of Oklahoma Health Sciences Center in Oklahoma City. Sooner SUCCESS will report the monthly costs of \$2,878.91 lease amount to count towards cost share obligations. These lease costs are not covered by federal funding therefore are allowed to be reported towards cost share, this amount to be cost shared is projected to be \$34,546.95.

### **TRAVEL**

Travel will be used to support the Respite Retreats' Lodging costs for the hotels and selected lodging sites for program personnel and family caregivers participating in the Retreats. In-State mileage expenses for Program staff, to travel to and from each of the Respite Retreats to implement the program. The travel will be reimbursed at actual and reasonable costs based on the established State mileage rate. Travel is supported at \$14,500.

**Retreat Lodging:** \$12,000

**Sibling Camp Lodging:** \$2,000

**Retreat Mileage:** \$250

**Camp Mileage:** \$250

### **INDIRECT COSTS**

Funds contracted to the University of Oklahoma Health Sciences Center will incur the 26% indirect cost rate. Council requested the reduced IDC rate as set by the Federal funder at 8%. Indirect paid costs are \$7,648.

Hi Aietah and Mayra,

Thank you for segregating the costs between the Retreat and Camp. We continue to have serious concerns with the accuracy of your response:

1. Calculations in the budget justification do not match the total listed in your budget. Despite our requests for clarification and accurate information, this continues to be problematic.
2. There are significant variances in the documentation submitted. We've expended significant staff time and resources creating an excel document to reconcile errors within the proposal.

The Council takes its fiduciary role for tax-payer funds seriously. Funding decisions are made based on the documentation you submit and it's essential this information be accurate and consistent.

Please review and correct these discrepancies by noon, Friday, Feb 27 or we'll be unable to submit accurate information to the Council for consideration. We are available to zoom to discuss.

--

[Jenifer \(Jen\) Randle](#)

Executive Director

[Make a virtual meeting with me or my team!](#)

**Developmental Disabilities Council**



---

**From:** Castaneda, Mayra I. (HSC) <[Mayra-Castaneda@ou.edu](mailto:Mayra-Castaneda@ou.edu)>  
**Sent:** Friday, February 20, 2026 8:06 AM  
**To:** Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>; Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>; Stephens, Aietah L. (HSC) <[aietah-stephens@ouhsc.edu](mailto:aietah-stephens@ouhsc.edu)>; Monroe, Carley B (HSC) <[Carley-Monroe@ou.edu](mailto:Carley-Monroe@ou.edu)>  
**Cc:** Marchand, Samantha (HSC) <[Samantha-Marchand@ou.edu](mailto:Samantha-Marchand@ou.edu)>  
**Subject:** Re: [EXTERNAL] Re: DDCO - Remaining Questions

Good morning Jennifer

Please find the FY27 budget breakdown attached for both camp and retreats.

Thank you,

**Mayra Castaneda, MBA**

Lead Grant/ Contract Coordinator

Bilingual Respite Coordinator

Sooner SUCCESS

1000 NE 13th Street, Suite 4800

Oklahoma City, OK 73104

405.862.5038

[Mayra-castaneda@ou.edu](mailto:Mayra-castaneda@ou.edu)

<http://soonersuccess.ouhsc.edu>

<https://www.facebook.com/SoonerSUCCESS>

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---

**From:** Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>  
**Sent:** Thursday, February 19, 2026 6:08 PM  
**To:** Castaneda, Mayra I. (HSC) <[Mayra-Castaneda@ou.edu](mailto:Mayra-Castaneda@ou.edu)>; Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>; Stephens, Aietah L. (HSC) <[Aietah-Stephens@ou.edu](mailto:Aietah-Stephens@ou.edu)>

<b>Travel</b>	<b>BUDGET</b>	<b>\$14,500</b>	<b>Travel</b>	<b>BUDGET \$14,500</b>
Retreat Lodging:		\$12,000.00	Retreat Lodging	
Camp Trivera Lodging:		\$2,000.00	Sibling Camp Lodging	
Mileage for camp and retreats:		\$1,669.37	Retreat Mileage	
not the same as your budget above total:		<b>\$15,669.37</b>	Camp Mileage	
<b>Respite Retreats/Camps Other</b>	<b>BUDGET</b>	<b>\$18,141</b>	<b>Respite Retreats/Camps Other</b>	<b>BUDGET \$18,141</b>
Conference Space/Room Rental/ AV/Service FEES:		\$4,214.40	Retreat Conference Space/Room Rental/ AV/Service FEES:	
Conference Space/Room Rental for Camp:		\$500.00	Camp Room Rental/Conference Space	
Retreat Food:		\$12,421.76	Retreat Meal, Snacks	
not the same as your budget above total:		<b>\$17,136.16</b>	Camp Meals, Snacks	
<b>Materials/Supplies</b>	<b>BUDGET</b>	<b>\$8,633</b>	<b>Materials/Supplies</b>	<b>BUDGET \$8,633</b>
Respite Snacks/Light Meal:		\$500.00	Retreat Supplies	
Supplies for retreats and camp:		\$6,000.00	Camp Supplies	
not the same as your budget above total:		<b>\$6,500.00</b>		

**Cc:** Marchand, Samantha (HSC) <[Samantha-Marchand@ou.edu](mailto:Samantha-Marchand@ou.edu)>

**Subject:** RE: [EXTERNAL] Re: DDCO - Remaining Questions

### External Email

Thanks Mayra.

I hate to say this, but the numbers in the justification aren't matching the budget submitted.

Let's start again. I need the budget justification rewritten. Your budget justification should follow your budget precisely, explaining each cost that is listed, and making sure to explain what are caregiver retreat costs and what are sibling camp costs. Please put the justification in the same order as the budget.

#### PERSONNEL:

This looks described okay.

#### SUPPLIES/OTHER:

- TRAVEL explanation & divided up showing caregiver retreat costs and sibling camp costs. The total of caregiver travel reimbursement and sibling camp reimbursement should be the same as reflected on the budget.
- RESPITE VOUCHERS explanation with total reimbursement reflected on the budget.
- RESPITE RETREATS / CAMPS explanation & divided up showing caregiver retreat costs and sibling camp costs. The total of caregiver and sibling camp should be the same as reflected on the budget.
- POSTAGE / SHIPPING explanation & divided up showing caregiver retreat costs and sibling camp costs. The total of caregiver postage / shipping costs and sibling camp postage / shipping costs should be the same as reflected on the budget.
- PRINTING / COPIES explanation & divided up showing caregiver retreat costs and sibling camp costs. The total of caregiver printing costs and sibling camp printing costs should be the same as reflected on the budget.
- MATERIALS / SUPPLIES explanation & divided up showing caregiver retreat costs and sibling camp costs. The total of caregiver materials / supplies and sibling camp materials / supplies should be the same as reflected on the budget.

I have attached a spreadsheet showing where the cost breakdown you sent us does not add up to the proposed budget.

**Sooner SUCCESS  
BUDGET JUSTIFICATION  
07.01.26 – 06.30.27**

**PERSONNEL**

**Executive Director:** The Executive Director provides administrative leadership to the project. She is responsible for the overall administration of the project, the implementation of the project plan, the supervision of the Regional Coordinators, and the Business Accountant, the Graduate Research Assistant, and fulfilling reporting requirements. The Executive Director is also the Principal Investigator; this position is supported with 2% effort (.24 CM) with no cost share.

**Regional Coordinator:** The Regional Coordinators are supported on this project: Regional Coordinators are responsible for project implementation in their respective Regions. This will include the implementation of Respite Retreats. Regional Coordinators will work under the direction of the PI and assist with project requirements in the regions and administering all aspects of the project at the regional level. 4 Regional Coordinators will be on this project, 1 position supported at 9% paid effort (1.08 CM), 2 positions supported at 7% paid effort (0.84 CM), and 1 position supported at 8% paid effort (0.96 CM).

**Sibling Support Coordinator:** The Sibling Support Coordinator supported on this project will be responsible for implementing the Sibling Support Program. This program is specifically for the typically developing siblings that have a brother or sister with special healthcare needs. Samantha Basave is supported at 10% paid effort for 12 months (1.2CM)

**Program Coordinator/Business Accountant/Admin:** Program Coordinator/Business Accountant/Admin on this project is responsible to help process project payment expenditures once approved by the Principal Investigator. This position will also assist in providing the budget activity reports as needed. This position is supported at 5% paid effort (.60 CM).

Fringe benefits have been calculated using the SFY26 University of Oklahoma Health Sciences Center fringe benefit rate of 37.5% for full-time employees on sponsored projects. Fringe benefits will be applied in strict accordance with the University's approved DHHS rates.

Council Paid Personnel costs total \$38,581 for this project. This amount includes fringe benefits as applicable to the staff on the project.

**SUPPLIES/OTHER**

Supplies for retreat/camp activities, materials for caregiver self-care bags, retreat evening activity and door prizes, snacks/light food items are supported at \$8,633. Printing is supported at \$700.

Other:

Room Rental/Space Rental for Retreats, Retreat Meals and Snacks are supported at \$18,141. Postage is supported at \$100.

**Based on FY26 expenses**

**Conference Space/Room Rental/ AV/Service FEES: \$4,214.40**

**Conference Space/Room Rental for Camp: \$500.00**

**Retreat Food: \$12,421.76**

**Respite Snacks/Light Meal: \$500.00**

**Supplies for retreats and camp: \$6,000.00**

**Respite Vouchers, Fiscal Agent Vendor:** Woven Life will be the Fiscal Agent for Respite Voucher payments will be issued to approved Respite Care Providers and the fiscal agent for the voucher payments. The Administrative

Fee is 15% of the allocated Respite Funding Amount. Respite Vouchers is supported at \$13,000 and Fiscal Agent Administrative Fee is supported at \$1,950 totaling \$14,950.

**SUPPLY/OTHER COMBINED TOTAL:** \$42,524

**Lease/workspace (cost share):** Sooner SUCCESS state team office is located at the University of Oklahoma Health Sciences Center in Oklahoma City. Sooner SUCCESS will report the monthly costs of \$2,878.91 lease amount to count towards cost share obligations. These lease costs are not covered by federal funding therefore are allowed to be reported towards cost share, this amount to be cost shared is projected to be \$34,546.95.

**TRAVEL**

Travel will be used to support the Respite Retreats' Lodging costs for the hotels and selected lodging sites for program personnel and family caregivers participating in the Retreats. In-State mileage expenses for Program staff, to travel to and from each of the Respite Retreats to implement the program. The travel will be reimbursed at actual and reasonable costs based on the established State mileage rate. Travel is supported at \$14,500.

**Based on FY26 expense**

**Retreat Lodging:** \$12,000.00

**Camp Trivera Lodging:** \$2,000.00

**Mileage for camp and retreats:** \$1,669.37

**INDIRECT COSTS**

Funds contracted to the University of Oklahoma Health Sciences Center will incur the 26% indirect cost rate. Council requested the reduced IDC rate as set by the Federal funder at 8%. Indirect paid costs are \$7,648.

I have also included in that spreadsheet an example of what we expect.

Because we have explained this to your team multiple times, please start over on the budget justification.

Please contact me with questions

Jennifer Robinson

Planning and Grants Director

Developmental Disabilities Council of Oklahoma

[Set an appointment with me](#)

---

**From:** Castaneda, Mayra I. (HSC) <[Mayra-Castaneda@ou.edu](mailto:Mayra-Castaneda@ou.edu)>

**Sent:** Thursday, February 19, 2026 4:33 PM

**To:** Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>; Stephens, Aietah L. (HSC) <[aietah-stephens@ouhsc.edu](mailto:aietah-stephens@ouhsc.edu)>; Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>

**Cc:** Marchand, Samantha (HSC) <[Samantha-Marchand@ou.edu](mailto:Samantha-Marchand@ou.edu)>

**Subject:** Re: [EXTERNAL] Re: DDCO - Remaining Questions

Good afternoon Jenifer

I have updated the budget justification to include the breakdowns for both camp and retreats.

Let me know if there is anything else you may need or have a question.

Thank you and have a great weekend.

**Mayra Castaneda, MBA**

Lead Grant/ Contract Coordinator

Bilingual Respite Coordinator

Sooner SUCCESS

1000 NE 13th Street, Suite 4800

Oklahoma City, OK 73104

405.862.5038

[Mayra-castaneda@ou.edu](mailto:Mayra-castaneda@ou.edu)

<http://soonersuccess.ouhsc.edu>

<https://www.facebook.com/SoonerSUCCESS>

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---

**From:** Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>

**Sent:** Thursday, February 19, 2026 9:55 AM

**To:** Stephens, Aietah L. (HSC) <[Aietah-Stephens@ou.edu](mailto:Aietah-Stephens@ou.edu)>; Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>

**Cc:** Castaneda, Mayra I. (HSC) <[Mayra-Castaneda@ou.edu](mailto:Mayra-Castaneda@ou.edu)>; Marchand, Samantha (HSC) <[Samantha-Marchand@ou.edu](mailto:Samantha-Marchand@ou.edu)>; Castaneda, Mayra I. (HSC) <[Mayra-Castaneda@ou.edu](mailto:Mayra-Castaneda@ou.edu)>

**Subject:** Re: [EXTERNAL] Re: DDCO - Remaining Questions

## External Email

Thank you Aietah for your responses. We will give the information provided in your answers to our committee. We do still need a better explanation of the specific budget items as our committee continues to ask for it.

What we need from you by tomorrow, February 20, at noon: A budget justification revision to match the budget sheet. Issues we are having are with the budget justification document not separating expenses for retreats and for camps, like you did for us last year.

On the budget sheet you have listed Respite Retreats / Camps for a total of \$18,141. It's explained on the justification that this \$18,141 is only for retreats in the form of room rental/space rental, meals, snacks, and postage. Question for you: Will any of this money be spent on Sibling Camp? If so, we need to know how much for retreats and how much for sibling camps.

- On the budget sheet you have a item as Materials / Supplies for a total of \$8,633. This is explained on the budget justification as both retreat and camp activities, providing caregiver self-care bags, retreat, evening activity, door prizes, and snacks/light food items. Question for you: Will any of this money be spent on Sibling Camp? If so, we need to know how much for retreats and how much for sibling camps.

Understanding expenses for each major activity (Caregiver Retreats and Sibling Retreats/Camp) is crucial for our committee and staff to understand full scale of this project's work completely. This helps us not just in monitoring the work but also in advocating on its importance. It is our suggestion to use this year's budget justification (Fy26) to see how you can do this - as you did this perfectly. You put in red the amounts for retreats and sibling camp in the supplies/ other justification and then broke it up for us in the travel section.

We look forward to your email and new budget justification tomorrow at noon.

--

[Jenifer \(Jen\) Randle](#)

Executive Director

[Make a virtual meeting with me or my team!](#)

**Developmental Disabilities Council**



**From:** Stephens, Aietah L. (HSC) <[Aietah-Stephens@ou.edu](mailto:Aietah-Stephens@ou.edu)>  
**Sent:** Wednesday, February 18, 2026 1:47 PM  
**To:** Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>; Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>  
**Cc:** Castaneda, Mayra I. (HSC) <[mayra-castaneda@ouhsc.edu](mailto:mayra-castaneda@ouhsc.edu)>; Marchand, Samantha (HSC) <[Samantha-Marchand@ou.edu](mailto:Samantha-Marchand@ou.edu)>; Castaneda, Mayra I. (HSC) <[mayra-castaneda@ouhsc.edu](mailto:mayra-castaneda@ouhsc.edu)>  
**Subject:** FW: [EXTERNAL] Re: DDCO - Remaining Questions

Hi Jen and Jennifer,

Thank you for your feedback. Please see the updated budget. We added Samantha Basave and reduced Lori's time and effort. As you made a good observation we should have included Samantha previously as she too has a core role in this grant.

As for the question regarding sustainability we understand we need to work to reduce long term reliance on Council funding. As already shared we are committed to working on leveraging additional funds to support these efforts. As for 10% we can do our best to incrementally reduce the budget each year not just the last year. Certainly as funding opportunities present we can revisit that amount accordingly.

Thanks again for your continued partnership to increase access to respite.

Aietah

## **Aietah Stephens, MS**

Executive Director

Sooner SUCCESS

1000 NE 13th Street, Suite 4800

Oklahoma City, OK 73104

405.271.4000 ext. 47803

[aietah-stephens@ou.edu](mailto:aietah-stephens@ou.edu)

<http://soonersuccess.ouhsc.edu>

<https://www.facebook.com/SoonerSUCCESS>

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**Sooner SUCCESS  
BUDGET JUSTIFICATION  
07.01.26 – 06.30.27**

**PERSONNEL**

**Executive Director:** The Executive Director provides administrative leadership to the project. She is responsible for the overall administration of the project, the implementation of the project plan, the supervision of the Regional Coordinators, and the Business Accountant, the Graduate Research Assistant, and fulfilling reporting requirements. The Executive Director is also the Principal Investigator; this position is supported with 2% effort (.24 CM) with no cost share.

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**SUPPLIES/OTHER**

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**SUPPLY/OTHER COMBINED TOTAL:** \$42,524

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## **TRAVEL**

Travel will be used to support the Respite Retreats' Lodging costs for the hotels and selected lodging sites for program personnel and family caregivers participating in the Retreats. In-State mileage expenses for Program staff, to travel to and from each of the Respite Retreats to implement the program. The travel will be reimbursed at actual and reasonable costs based on the established State mileage rate. Travel is supported at \$14,500.

## **INDIRECT COSTS**

Funds contracted to the University of Oklahoma Health Sciences Center will incur the 26% indirect cost rate. Council requested the reduced IDC rate as set by the Federal funder at 8%. Indirect paid costs are \$7,648.

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---

**From:** Stephens, Aietah L. (HSC)  
**Sent:** Friday, February 13, 2026 3:19 PM  
**To:** Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>  
**Cc:** Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>; Monroe, Carley B (HSC) <[Carley-Monroe@ou.edu](mailto:Carley-Monroe@ou.edu)>; Castaneda, Mayra I. (HSC) <[Mayra-Castaneda@ou.edu](mailto:Mayra-Castaneda@ou.edu)>; Marchand, Samantha (HSC) <[Samantha-Marchand@ou.edu](mailto:Samantha-Marchand@ou.edu)>  
**Subject:** Re: [EXTERNAL] Re: DDCO - Remaining Questions

Hi Jen, okay we will get the additional questions answered by next Wednesday.

Thanks, have a great weekend!

Aietah

On Feb 13, 2026, at 2:44 PM, Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)> wrote:

**External Email**

Hi Aietah,

Do I understand that if the Council were to approve funding for respite retreats and sibling overnight and day camps for the next 5 years, your reliance on Council funding is estimated to only reduce by 10% (by the end of the 5<sup>th</sup> year)? This means you will only be reducing the current request by approximately \$10,000. This means at the end of our 5 Year Plan (if the Council approves 5 years of funding) the work will not be sustained. The goal of our Council is to create sustainable work. I know we explained if we could prove the need is there, we could continue work. This doesn't mean we want to continually fund the same work. The goal is always the same - create sustainable work, like Tech Now, OSU Opportunity Orange, and SibShops sustainability after the 5 years we funded it (and let's not forget you have managed to sustain the work started from the Council funding towards supporting parents with disabilities).

The Council, as I'm sure you're aware, has been level funded for a few years now. To see an expenditure line-item increase towards time and salary of one person instead of providing actual respite for families is disappointing. Help me understand this and what this person (Lori) will be doing that is different from the other staff. I am not trying to undervalue the importance of staff in the project, however, couldn't the increase of over \$8,000 in staffing on one person be spent directly for families? If staff support is needed, then wouldn't you want to increase all staff who work on this project including staff who work on Sibling camps. If Lori's time is expanding to do more navigation, then does that mean Lori is attending all the respites?

Please know the questions being asked are not downplaying the importance of any staff. The Council's goal in caregiver retreats remains high. We do understand the need is there. That's why we mentioned the change in proposals could be done. We are coming from the perspective of helping families get the rest they need. Service navigation helps the families, but with our funding not increasing, we need to make sure projects will maximize our funding.

We are meeting with our State Plan Committee on Friday, Feb. 20. **Please respond by Wednesday** so we can help our members understand as they need.

--

[Jenifer \(Jen\) Randle](#)

Executive Director

[Make a virtual meeting with me or my team!](#)

**Developmental Disabilities** Council

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**From:** Stephens, Aietah L. (HSC) <[Aietah-Stephens@ou.edu](mailto:Aietah-Stephens@ou.edu)>  
**Sent:** Friday, February 13, 2026 10:59 AM  
**To:** Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>; Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>  
**Cc:** Monroe, Carley B (HSC) <[Carley-Monroe@ou.edu](mailto:Carley-Monroe@ou.edu)>; Castaneda, Mayra I. (HSC) <[mayra-castaneda@ouhsc.edu](mailto:mayra-castaneda@ouhsc.edu)>; Marchand, Samantha (HSC) <[Samantha-Marchand@ou.edu](mailto:Samantha-Marchand@ou.edu)>  
**Subject:** [EXTERNAL] FW: DDCO - Remaining Questions

Hello all,

Please see our responses highlighted below as well as the attached budget with the additional details.

Thanks again for your help with this grant application,

Aietah

**Aietah Stephens, MS**

Executive Director

Sooner SUCCESS

1000 NE 13th Street, Suite 4800

Oklahoma City, OK 73104

405.271.4000 ext. 47803

[aietah-stephens@ou.edu](mailto:aietah-stephens@ou.edu)

<http://soonersuccess.ouhsc.edu>

<https://www.facebook.com/SoonerSUCCESS>

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FY '27 DDCO Sooner SUCCESS  
 PI: Aietah Stephens

July 1, 2026 - June 30, 2027

<b>DDCO BUDGET</b>					
Personnel	FTE	Effort	Requested Salary	Fringe	Total
505754 Aieah Stephens	1.00	2%	\$1,642.00	\$616.00	\$2,258.00
523970 Deana Wilson	1.00	9%	\$5,566.00	\$2,087.00	\$7,653.00
529557 Lori Wathen	1.00	7%	\$9,895.00	\$3,711.00	\$13,606.00
527049 Lisa DeBolt	1.00	7%	\$4,330.00	\$1,624.00	\$5,954.00
531677 Eva Smith	1.00	7%	\$4,453.00	\$1,670.00	\$6,123.00
612840 Cooper Turman	1.00	5%	\$1,996.00	\$749.00	\$2,745.00
<b>TOTAL PERSONNEL &amp; FRINGE</b>		<b>37%</b>	<b>\$27,882.00</b>	<b>\$10,457.00</b>	<b>\$38,339.00</b>

**Supplies & Operating Expenses**

Travel	TRAVEL	\$14,500
Respite Vouchers	OTHER Category	\$14,950
Respite Retreats/Camps	OTHER Category	\$18,141
Postage/Shipping	OTHER Category	\$100
Printing/Copies	SUPPLY Category	\$800
Materials/Supplies	SUPPLY Category	\$8,775
		<b>\$57,266</b>

**MATCH BUDGET**

Personnel	FTE	Effort	Requested Salary	Fringe	Total
Aieah Stephens	1.00	0%	\$0.00	\$0.00	\$0.00
Deana Wilson	1.00	0%	\$0.00	\$0.00	\$0.00
Lori Wathen	1.00	0%	\$0.00	\$0.00	\$0.00
Lisa DeBolt	1.00	0%	\$0.00	\$0.00	\$0.00
Eva Smith	1.00	0%	\$0.00	\$0.00	\$0.00
Cooper Thurman	1.00	0%	\$0.00	\$0.00	\$0.00
			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Supplies & Operating Expenses**

Lease		\$34,547
		<b>\$34,547</b>

<b>Total Direct Costs</b>					<b>\$95,605</b>
<b>Total Indirect Costs</b>			<b>8%</b>		<b>\$7,648</b>
<b>TOTAL COSTS</b>					<b>\$103,253</b>

<b>TOTAL REQUIRED MATCH</b>			<b>25%</b>		<b>\$34,450</b>
<b>TOTAL MATCH</b>					<b>\$34,547</b>
<b>Total Indirect Costs</b>					
<b>TOTAL MATCH</b>					<b>\$34,547</b>

<b>TOTAL PROJECT COSTS</b>					<b>\$137,800</b>
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<b>TRAVEL</b>		
Lodging	\$12,000.00 for R1, R2, R3 and R4	
Lodging for Camp Trivera	\$2,000.00	
Mileage for Camp & Retreats	\$1,669.37	
	<b>\$15,669.37</b>	
<b>OTHER</b>		
Conference Space/Room Rental/ AV/Service F	\$4,214.40 for R1, R2, R3 and R4	
Conference Space/Room Rental	\$500.00 for Camp	
Food	\$12,421.76 for R1, R2, R3 and R4	
	<b>\$17,136.16</b>	
<b>SUPPLIES</b>		
Respite Snacks/Light Meal	\$500.00 for R1, R2, R3 and R4	
Supplies	\$6,000.00 Camp and for R1, R2, R3 and R4	
	<b>\$6,500.00</b>	
	<b>\$39,305.53</b>	

Lodging Rooms*:		
Region 1 caregivers	15	
Region 1 staff	2	
Region 2 caregivers	18	
Region 2 staff	2	
Region 3 caregivers	18	
Region 3 staff	2	
Region 4 caregivers	15	
Region 4 staff	3	

\*Many caregivers bring spouse/partner.

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---

**From:** Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>  
**Sent:** Tuesday, February 10, 2026 1:11 PM  
**To:** Stephens, Aietah L. (HSC) <[Aietah-Stephens@ou.edu](mailto:Aietah-Stephens@ou.edu)>  
**Cc:** Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>; Monroe, Carley B (HSC) <[Carley-Monroe@ou.edu](mailto:Carley-Monroe@ou.edu)>; Marchand, Samantha (HSC) <[Samantha-Marchand@ou.edu](mailto:Samantha-Marchand@ou.edu)>; Castaneda, Mayra I. (HSC) <[Mayra-Castaneda@ou.edu](mailto:Mayra-Castaneda@ou.edu)>  
**Subject:** [EXTERNAL] RE: DDCO - Remaining Questions

**External Email**

Aietah,

We need the information by this Friday, February 13<sup>th</sup>.

Thank you,

Jennifer Robinson

Planning and Grants Director

Developmental Disabilities Council of Oklahoma

[Set an appointment with me](#)

---

**From:** Stephens, Aietah L. (HSC) <[Aietah-Stephens@ou.edu](mailto:Aietah-Stephens@ou.edu)>  
**Sent:** Tuesday, February 10, 2026 10:24 AM  
**To:** Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>  
**Cc:** Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>; Monroe, Carley B (HSC) <[Carley-Monroe@ou.edu](mailto:Carley-Monroe@ou.edu)>;  
Marchand, Samantha (HSC) <[Samantha-Marchand@ou.edu](mailto:Samantha-Marchand@ou.edu)>; Castaneda, Mayra I. (HSC) <[mayra-castaneda@ouhsc.edu](mailto:mayra-castaneda@ouhsc.edu)>  
**Subject:** [EXTERNAL] RE: DDCO - Remaining Questions

Hi Jennifer,

We are working on the additional information you requested. When do you need it back?

Thanks for your help,

Aietah

**Aietah Stephens, MS**

Executive Director

Sooner SUCCESS

1000 NE 13th Street, Suite 4800

Oklahoma City, OK 73104

405.271.4000 ext. 47803

[aietah-stephens@ou.edu](mailto:aietah-stephens@ou.edu)

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---

**From:** Jennifer Robinson <[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)>  
**Sent:** Thursday, February 5, 2026 1:42 PM  
**To:** Stephens, Aietah L. (HSC) <[Aietah-Stephens@ou.edu](mailto:Aietah-Stephens@ou.edu)>  
**Cc:** Jenifer Randle <[Jenifer.Randle@okdhs.org](mailto:Jenifer.Randle@okdhs.org)>; Monroe, Carley B (HSC) <[Carley-Monroe@ou.edu](mailto:Carley-Monroe@ou.edu)>; Marchand, Samantha (HSC) <[Samantha-Marchand@ou.edu](mailto:Samantha-Marchand@ou.edu)>; Castaneda, Mayra I. (HSC) <[Mayra-Castaneda@ou.edu](mailto:Mayra-Castaneda@ou.edu)>  
**Subject:** [EXTERNAL] DDCO - Remaining Questions

**External Email**

Good afternoon, Aietah,

Thank you for responding to our questions. There are three questions that need further clarification.

I have included our original question, then your response, then our current responses/questions.

1. Please **separate all the expenses** of the Respite Retreats and the Sibling Camps, to include Personnel and Supplies & Operating Expenses.
  1. The budget justification attached matches the budget provided. We do have to adhere to the current budget categories on the budget. For example, Retreat lodging is listed under the Travel budget category.

-

2/5/26 Response: We understand you have categories to adhere to, and we are not asking you to change your budget categories. We do need to understand the budgeted items, so please break down each category, for example:

Please see the attached with this breakdown. We used the previous/current costs to get the best estimate across both Retreats and Camps.

Travel

Lodging for participants of caregiver retreats and 2 staff members at each retreat -\$12,000.  
Mileage for 6 staff to travel to each caregiver retreat - \$2,500

(It looks like you aren't funding any of the sibling camp lodging or mileage for FY27, which is a change from FY26. If this is covered by someone else, then include that. This helps the Council understand the partnerships developed and provides a true picture of the work and funding.)

Supplies

Printing - \$800

Supplies for Caregiver Retreats - \$5,000

(caregiver gift baskets, activities, door prizes, snacks)

Supplies for Sibling Camps - \$3,775

(camp activities, snacks)

Other

Postage \$100

Room/Space Rental Caregiver Retreats - \$8,141

Meals and Snacks for Caregiver Retreats - \$10,000

-

2. Please provide a five-year estimate showing how DD Council funding could be reduced without impacting service levels.
  1. Do you need us to update the section of the proposal or budget to include the other 4 years? We can provide additional details if needed to show a five-year sustainability projection demonstrating how DD Council funding could be gradually reduced without impacting service levels.
  2. The model will include:
  3. Increased diversification of funding sources (state contracts, grants, sponsorships)
  4. Incremental increases in partner and in-kind support

5. Cost efficiencies through shared staffing, volunteer facilitation, and community partner support.

2/5/26 Response:

Yes, we would appreciate you updating the sustainability section of your request. As you develop this, please keep in mind while we want the funding reliance on the Council to decrease, the Council doesn't want the services to decrease. We understand sustainability is a challenge, but we really want the work the Council funds to sustain over time for Oklahomans with developmental disabilities and their families.

Sooner SUCCESS is committed to sustaining Caregiver Respite Retreats and Sibling Camps while gradually reducing reliance on DD Council funding over the next five years without decreasing service levels. We will diversify funding through continued inclusion of respite and sibling supports in our Oklahoma State Department of Health contract, pursuit of Lifespan Respite and foundation grants, community fundraising partnerships, and corporate sponsorships, while increasing in-kind and volunteer support. Through shared staffing, regional partnerships, and community-hosted venues, we will improve cost efficiencies and shift approximately 10% of current Council-supported costs to alternative funding sources by Year 5. This phased approach ensures that services remain stable or expand modestly while building a sustainable, diversified funding structure for Oklahoma families.

3. With the increased project expenses are you increasing services compared to last year? (FY26 at \$86,113 vs FY27 at \$95,605 = over \$9,000 increase) If so, what is being increased?
  1. Yes. Direct costs increased from \$86,113 (FY26) to \$95,605 (FY27) an increase of \$9,492. This increase supports: Expansion to four sibling day camps plus one overnight camp. Increased number of siblings served. Enhanced staffing time for service navigation and coordination. Expanded supplies and materials for camps and retreats. Service reach, activities, and intensity are all increased in FY27 compared to FY26 .

2/5/26 Response:

Can you please note the dollar amount that was increased specifically to help with the expansion of the four sibling day camps to help us understand the request fully? The only place we see direct costs for the sibling camps is in the supplies category. There is no funding listed for camp lodging (funded in FY26). As far as staff costs, we noticed that Lori is the one with more staff time, and Samantha is not provided with any staff time in the budget. Can you help us understand the staff support for the Sibling overnight and day camps? Do regional directors help? What support do the other collaborators provide?

Please reference the breakdown of sibling camp costs attached. Family Caregiver Retreats and

Sibling Camps involve all Sooner SUCCESS staff in some capacity in particularly Regional Coordinators. In an effort to reduce costs we have only listed key personnel to the grant proposal. You are correct Samantha Basave isn't currently listed on this grant. We could add her time and effort if the additional costs would be an option. We tried to do our best to stay within what we had previously requested. Another option is we could revise the budget to add Samantha Basave and reduce other personnel effort if that is preferred. As far as what other collaborators provide it varies across both retreats and camps. We always strive to engage partners and find ways to increase support for families. We have had success at the local level where each of the events have been held.

Thank you!

Jennifer

<image001.png>

[Set an appointment with me](#)

# Gardening and Life-Skills Program

Theodore E. Parker Foundation

# Fiscal Year FY27 Funding Request

**Project/Activity:** Gardening and Life-Skills Program

**Organization:** Theodore E. Parker Foundation

**Proposal Description:** The Theodore E. Parker Foundation requests \$3,750 to implement an inclusive, community-based gardening and life-skills program for individuals with developmental disabilities in Tulsa and Wagoner counties. The proposed project addresses a documented gap in accessible, hands-on opportunities that build independence, routine, confidence, and meaningful community participation outside of clinical or school-based settings. Through structured gardening activities and guided life-skills instruction, participants will engage in real-world tasks that promote responsibility, teamwork, self-determination, and inclusion, aligning directly with the Developmental Disabilities Council of Oklahoma (DDCO) 5-Year State Plan priorities.

The program will serve at least 20 youth and young adults ages 14–30 with a range of developmental disabilities, including autism and intellectual disabilities. Activities will include garden planning, planting, maintenance, and harvest-based lessons, supported by adaptive tools and accessible materials to ensure full participation. The project will be led by the Theodore E. Parker Foundation, with support from community partners experienced in agriculture, logistics, and hands-on programming. Outcomes will be measured through attendance, facilitator observations, and participant and caregiver feedback, with specific goals focused on increased engagement, confidence, task completion, and participation in inclusive community activities.

This proposal does not duplicate existing services but instead adds value by offering a low-cost, replicable model that emphasizes experiential learning, ability-based participation, and community inclusion. Funding will support program facilitation, gardening supplies, educational materials, outreach, and required reporting, with no funds allocated for transportation. By demonstrating how inclusive, non-clinical, community-centered activities can effectively build practical life skills and self-determination, this project offers measurable impact, sustainability, and alignment with DDCO’s goals for independence, productivity, and inclusion.

**Council Goal & Objective:** Equitable Access

**Targeted Audience:** Youth and young adults ages 14–30 with a range of developmental disabilities, including autism and intellectual disabilities

## Funding requested for Fiscal Year FY27

Council	Match (in kind)	Total
<b>\$3,750</b>	<b>\$1,250</b>	<b>\$5,000</b>

## Theodore E. Parker Foundation – Program Overview

### About the Foundation

The Theodore E. Parker Foundation is a community-based nonprofit organization focused on access, inclusion, and skill-building opportunities for individuals and families—particularly in rural and underserved communities. The Foundation emphasizes hands-on learning, agriculture-based activities, and community engagement that promote independence, confidence, and quality of life.

### Leadership & Governance

The Foundation is led by Founder and Executive Director Chrissy Parker, with oversight provided by a developing Board of Directors consisting of community members with experience in education, agriculture, nonprofit operations, and community advocacy.

### Website & Digital Presence

The Foundation's official website and dedicated social media presence are currently under development and are expected to launch within the next month. These platforms will provide detailed information about programming, leadership, and community impact.

### Experience with the Developmental Disabilities Community

Foundation leadership has experience supporting individuals with developmental disabilities through education, family engagement, and inclusive community programming. Activities are designed to be person-centered, strengths-based, and structured to support diverse needs.

### Gardening Program Locations

Gardening activities will take place at designated rural locations within identified counties. Each county will utilize a consistent site to provide familiarity and routine for participants. Additional locations may be added as capacity allows.

### Program Schedule & Structure

Activities will be held one Saturday per month. Each session will last approximately 2–4 hours and will be structured as stand-alone but connected experiences to allow flexible participation.

### Participant Groups

The program will serve multiple groups of individuals over the duration of funding. Some participants may attend regularly, while others may participate as schedules allow, maximizing community reach.

### Transportation & Accessibility

Recognizing transportation as a common barrier in rural areas, activities are scheduled on weekends, planned well in advance, centrally located when possible, and limited to reasonable session lengths to support accessibility.

**From:** [Chrissy Parker](#)  
**To:** [Jennifer Robinson](#)  
**Subject:** [EXTERNAL] Re: DDCO funding request  
**Date:** Thursday, February 12, 2026 11:51:48 AM  
**Attachments:** [Theodore E Parker Foundation Program Overview.pdf](#)  
[image001.png](#)

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Hello Jennifer,

Thank you for your follow-up email regarding our funding request. Please accept my sincere apologies for the delay in providing our comprehensive response.

Our team has thoroughly reviewed your questions and compiled the detailed information you requested, which is included below in this message.

Specifically, regarding our experience within the developmental disabilities community, I want to emphasize my personal commitment and expertise. I hold two Master's degrees, one in Special Education and another in Leadership Management, and have dedicated over ten years to direct, hands-on work with individuals with special needs.

We trust that the enclosed details provide a clear and thorough understanding of the Theodore E. Parker Foundation, its leadership, our approach to programming, and our significant experience supporting individuals with developmental disabilities.

We appreciate your committee's continued consideration of our proposal.

Sincerely,

Chrissy Parker

On Thursday, February 12, 2026, 11:44 AM, Chrissy Parker <[chrissyparkermanrrs@yahoo.com](mailto:chrissyparkermanrrs@yahoo.com)> wrote:

About the Theodore E. Parker Foundation The Theodore E. Parker Foundation is a community-based nonprofit organization focused on access, inclusion, and skill-building opportunities for individuals and families—particularly in rural and underserved communities. Our work centers on hands-on learning, agriculture-based activities, and community engagement that promote independence, confidence, and quality of life. The Foundation is named in honor of Theodore E. Parker, whose legacy emphasized service, land stewardship, and lifting up the next generation. While our activities have primarily been shared through community and partner Facebook pages, we are currently formalizing our digital presence. Leadership & Governance: The Foundation is led by Founder and Executive Director Chrissy Parker, with oversight provided by a developing Board of Directors made up of community members with experience in education, agriculture, nonprofit operations, and community advocacy. The board structure is in place and continues to expand as the Foundation grows. Website Availability: Our official website and dedicated social media page are currently in development and are expected to launch within the next month. The site will include our mission, leadership, programming details, and ways for the public and partners to

stay engaged. — Experience with the Developmental Disabilities Community The Foundation’s leadership has direct experience working with individuals with developmental disabilities through education, family support, community programming, and inclusive activities. This includes supporting individuals with diverse needs through structured, hands-on environments that emphasize routine, clear expectations, and meaningful engagement. Our approach is person-centered, strengths-based, and focused on creating welcoming spaces where participants feel valued and capable. — Location of Gardening Activities The gardening activities will be held in designated rural counties, primarily at consistent, pre-identified sites such as leased land, community plots, or partner-approved locations. • The intention is to use one primary location per county to ensure consistency and familiarity for participants. • As capacity allows, additional locations may be added, but only when they can be supported safely and reliably. • Locations are selected with accessibility, space, and safety in mind. — Frequency, Schedule & Structure of Activities • Activities will be held one weekend day per month (Saturday). • Each session will last approximately 2–4 hours, depending on the activity and participant needs. • Sessions are designed as stand-alone but connected experiences, allowing participants to benefit whether they attend one session or multiple. This structure allows for routine while remaining flexible for families and caregivers. — Participant Groups The Foundation anticipates serving multiple groups of individuals over the duration of funding, rather than a single closed cohort. • Some participants may attend consistently month-to-month. • Others may participate as their schedules allow. This model allows the program to reach more individuals, especially in rural areas where consistent attendance can be impacted by transportation or caregiving needs. — Transportation & Accessibility Considerations We recognize transportation as a major barrier, particularly in rural communities. To address this: • Activities are scheduled on weekends, reducing conflicts with work and school schedules. • Locations are chosen to be central within the county whenever possible. • Dates and times will be scheduled well in advance and shared clearly with participants and caregivers. • Sessions are kept to a reasonable length (2–4 hours) to reduce fatigue and transportation strain. While the Foundation does not currently provide transportation directly, we design programming to be predictable, consistent, and accessible, allowing families and support providers to plan ahead.

[Sent from Yahoo Mail for iPhone](#)

On Thursday, February 12, 2026, 11:25 AM, Jennifer Robinson  
<[Jennifer.Robinson@okdhs.org](mailto:Jennifer.Robinson@okdhs.org)> wrote:

Hi Chrissy,  
We haven’t heard back from you regarding the questions below.  
If you would still like for our committee to consider your proposal at this time, please respond today. We look forward to hearing from you.  
Thank you.

Jennifer Robinson

Planning and Grants Director  
Developmental Disabilities Council of Oklahoma

[Set an appointment with me](#)

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**From:** Jennifer Robinson  
**Sent:** Thursday, February 5, 2026 1:25 PM  
**To:** 'Chrissy parkermanrrs@yahoo.com' <Chrissy parkermanrrs@yahoo.com>  
**Cc:** Jenifer Randle <Jenifer.Randle@okdhs.org>  
**Subject:** DDCO funding request

Good afternoon, Chrissy,

Thank you for your funding request.

We have reviewed your application and have the following questions.

- What more can you tell me about your foundation? I only see it mentioned in Facebook posts on other pages, not on a Facebook page for the Foundation. We're not familiar with your organization and want to better understand who you are and what you do! Who leads your Foundation and is there a board? When will your website be available?
- What are your experiences with people with developmental disabilities and/or in the developmental disabilities community?
- Where will these gardening activities be held? I understand in general the counties, but will this be a permanent location where groups come consistently? Will there be more than one location?
- How often are the activities held? Is it a group of sessions for a cohort? How many days? How many hours?
- Is it the same group of individuals who will participate for the duration of the funding? Or will there be multiple groups being served?
- One common barrier, especially in rural areas of the state, is transportation of participants with developmental disabilities to activities. Will the activities be held conveniently for participants to access? (Not just location, but day, time, length, scheduled well in advance, how often..)

Please respond as soon as possible as our executive committee meeting is meeting in February.

Thank you again for reaching out to us!

Jennifer

## Blend Ability Episode

VGM Visual Storytelling, Valentina Gutierrez

# Fiscal Year FY27 Funding Request

**Project/Activity:** Blend Ability Series – One Episode

**Organization:** VGM Visual Storytelling, Valentina Gutierrez

**Proposal Description:** *Blend Ability* began as an award-winning short documentary about a coffee shop in Oklahoma employing people of all abilities. Building on that success, this project seeks funding to expand into a six-episode documentary series (10–15 minutes each) highlighting individuals with developmental disabilities and their experiences with employment. Each episode will feature diverse subjects, across gender, disability, and type of work, showcasing both the barriers they face and the unique strengths they bring, challenging misconceptions and promoting understanding that inclusive hiring benefits both individuals and communities.

The series will combine storytelling with practical solutions, featuring in-depth interviews, workplace footage, and authentic narratives that emphasize dignity and ability. Each episode will include a guided framework for HR professionals and business leaders, offering tools, resources, and best practices to advance inclusive hiring. With a budget of \$33,334 per episode, *Blend Ability* will be released progressively online and shared with corporations, HR departments, and diversity programs to maximize reach and impact.

Anticipated outcomes include increased public understanding of employment barriers, stronger representation of people with developmental disabilities, and direct commitments from businesses to expand inclusive hiring. Success will be measured through viewership, engagement, festival recognition, and reported employment actions by participating organizations. Ultimately, *Blend Ability* aims to drive long-term systems change, embedding inclusion into workplace culture, influencing HR practices, and shaping public attitudes toward individuals with developmental disabilities as capable, valuable contributors.

**Council Goal & Objective:** Advocacy and Self-Advocacy

**Targeted Audience:** The *Blend Ability* series aims to uplift individuals with developmental disabilities by sharing their stories and affirming their value in the workforce. At the same time, it targets HR professionals and business leaders, providing tools and insights to promote inclusive hiring practices. By also engaging the general public, the series seeks to reduce stigma and build a culture where inclusive employment is expected and celebrated.

## Funding requested for Fiscal Year FY27

Council	Match (in kind)	Total
<b>\$25,000</b>	<b>\$8,334</b>	<b>\$33,334</b>

## Outreach Coordinator

The Zarrow Institute on Transition and Self-Determination at the University of Oklahoma

# Fiscal Year FY27 Funding Request

**Project/Activity:** Outreach Coordinator

**Organization:** Zarrow Institute on Transition & Self-Determination at OU

**Proposal Description:** The Zarrow Institute on Transition and Self-Determination at the University of Oklahoma seeks to expand its inclusive education and advocacy efforts through the creation of a dedicated Outreach Coordinator position. Building on the success of Sooner Works and SPARK360°, which provide individualized academic and social supports to students with intellectual and developmental disabilities (IDD) and autism, this project will extend inclusion beyond program participants to the broader university community. As enrollment and visibility of neurodiverse students increase, there is a growing need for coordinated, university-wide training to equip faculty, staff, and employers with effective inclusive practices.

The Outreach Coordinator will lead a comprehensive inclusion initiative that unites and expands existing efforts across OU's Norman, Health Sciences Center, and Tulsa campuses. This role will deliver workshops on inclusive teaching, Universal Design for Learning, and workplace accommodations; coordinate campus-wide advocacy initiatives such as Inclusion Week and student-led panels; and build partnerships with employers and community organizations to increase inclusive internships, hiring practices, and mentorship opportunities. In Year 1, the project will conduct at least 12 educational sessions reaching over 250 participants and establish or expand partnerships with at least 10 employers and community organizations.

Evaluation will track participation, knowledge gains, confidence levels, and indicators of systems change, such as new departmental policies or increased requests for inclusion training. This project aligns with DDCO priorities in Inclusive Education and Advocacy and Self-Advocacy by embedding inclusive practices into daily university operations and community partnerships. By formalizing outreach under a unified strategy, the Zarrow Institute will strengthen support for neurodiverse students and foster a campus culture where inclusion is a standard part of academic and professional life.

**Council Goal & Objective:** Inclusive Education, Representation and Public Attitudes, and Advocacy and Self-Advocacy

**Targeted Audience:** The initiative will serve students with intellectual and developmental disabilities and autism, along with the faculty, staff, student organizations, and employers who support them.

## Funding requested for Fiscal Year FY27

Council	Match (in kind)	Total
<b>\$101,602</b>	<b>\$52,743</b>	<b>\$154,345</b>



January 16, 2026

**What is the percentage of students who are in their programs (Sooner Works and Spark360°) that are from Oklahoma. From what other states do the students hail?**

Numbers current as of 1/15/2026. Enrollment changed slightly over semester break.

Sooner Works (N=23)

Oklahoma	12	52%
Texas	11	48%

Anticipated 2026-2027 numbers (27-28)

Oklahoma	~ 16	59%
Texas	~ 12	41%

\*based upon early admission and current applications

- current senior cohort has 1 OK resident and 3 TX students; anticipated freshman cohort (26-27) includes 5 OK students and 4 TX students.

SPARK360° (N=16)

Oklahoma	12	75%
Texas	3	19%
Colorado	1	6%

Anticipated 2026-2027 numbers (~24; 20 are confirmed)

Oklahoma	~ 13	65%
Texas	6	30%
Colorado	1	5%

\*based upon early admission and current applications

**How will you measure and report both short and long-term outcomes?**

**Short Term Outcomes Measures**

GOAL 1: Establish Project and hire Outreach Coordinator

- Target data of hired Outreach Coordinator
- 2026 evaluation data of Outreach Coordinator



# ZARROW INSTITUTE ON TRANSITION & SELF-DETERMINATION

*The UNIVERSITY of OKLAHOMA*

GOAL 2: Equip OU faculty and staff with practical strategies for supporting SwDD in academic and workplace environments

- September all faculty/staff survey (knowledge of Programs and Resources)
- Attendance logs
- Post training satisfaction and learning survey (anticipated 10 min survey at end of training)
- Data metrics on OU Inclusion Hub website/resources (i.e website hits, downloads)

GOAL 3: Build sustainable partnerships among on-campus internship sites, academic units, and campus-based student organizations. (n=10+)

- Lists of partnerships: 1. Connected with and 2. Partnered with
- End of Year surveys (send May 2027) to partnered organization/units to determine 1. Level of satisfaction, 2. What worked and 3. Recommendations for next year
- Strategic interviews with targeted participants

GOAL 4: Increase student led advocacy (n=3+)

- Documented advocacy materials (available on website)
- Surveys (students in Sooner Works) 1. Satisfaction and 2. Gauge learning
- Surveys (students in SPARK360°) 1. Satisfaction and 2. Gauge learning
- Strategic interviews with targeted participants

### **Long-term Outcomes (measures after completion of this project)**

- Number of applications in Oklahoma vs other states
- Continued: September all faculty/staff survey (knowledge of Programs and Resources)
- Increased partnerships (student organizations, department units, etc)

### **Our Federal Funder sets the cap for indirect costs at 8% (document attached)**

We acknowledge the indirect cost rate of 8%