# State Plan for Independent Living (SPIL) for Virginia for 2014-2016

## General Information

Designated Agency Identification

State:Virginia

Agency:Virginia Dept of Rehabilitative Services

Plan for:2014-2016

Submitted in fiscal year:2013

View grant [H169A130068](file:///C%3A%5Cgrant-award.cfm%3Fnbr%3DH169A130068) in the Grant Award screen.

## Part I: Assurances

Section 1: Legal Basis and Certifications

1.1 The designated State unit (DSU) eligible to submit the State Plan for Independent Living (SPIL or the plan) and authorized under State law to perform the functions of the State under the State Independent Living Services (SILS) and Centers for Independent Living (CIL) programs.

Department for Aging and Rehabilitative Services

1.2 The separate State agency eligible to submit the plan and authorized under State law to provide vocational rehabilitation (VR) services to individuals who are blind.

Department for the Blind and Vision Impaired

1.3 The Statewide Independent Living Council (SILC) that meets the requirements of section 705 of the Act and is authorized to perform the functions outlined in section 705(c) of the Act in the State.

Virginia Statewide Independent Living Council

1.4 The DSU and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, and the SILC are authorized to jointly develop, sign and submit this SPIL on behalf of the State, and have adopted or otherwise formally approved the SPIL.Yes

1.5 The DSU, and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, may legally carry out each provision of the plan and will comply with all applicable Federal statutes and regulations in effect with respect to the three-year period it receives funding under the SPIL.Yes

1.6 The SPIL is the basis for State operation and administration of the program. All provisions of the SPIL are consistent with State law.Yes

1.7 The representative of the DSU and, if applicable, of the separate State agency authorized to provide VR services to individuals who are blind, who has the authority under State law to receive, hold, and disburse Federal funds made available under the SPIL and to submit the SPIL jointly with the SILC chairperson is James A. Rothrock, Commissioner and Raymond E. Hopkins, Commissioner.

Section 2: SPIL Development

2.1 The plan shall be reviewed and revised not less than once every three years, to ensure the existence of appropriate planning, financial support and coordination, and other assistance to appropriately address, on a statewide and comprehensive basis, the needs in the State for:

* The provision of State independent living services;
* The development and support of a statewide network of centers for independent living;
* Working relationships between programs providing independent living services and independent living centers, the vocational rehabilitation program established under title I, and other programs providing services for individuals with disabilities.

Yes

2.2 The DSU and SILC conduct public meetings to provide all segments of the public, including interested groups, organizations and individuals, an opportunity to comment on the State plan prior to its submission to the Commissioner and on any revisions to the approved State plan.Yes

2.3 The DSU and SILC establish and maintain a written description of procedures for conducting public meetings in accordance with the following requirements. The DSU and SILC shall provide:

* appropriate and sufficient notice of the public meetings;
* reasonable accommodation to individuals with disabilities who rely on alternative modes of communication in the conduct of the public meetings, including providing sign language interpreters and audio-loops; and
* public meeting notices, written material provided prior to or at the public meetings, and the approved State plan in accessible formats for individuals who rely on alternative modes of communication.

Yes

2.4 At the public meetings to develop the State plan, the DSU and SILC identify those provisions in the SPIL that are State-imposed requirements beyond what would be required to comply with the regulations in 34 CFR parts 364, 365, 366, and 367.Yes

2.5 The DSU will seek to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under a project funded under chapter 2 of title VII of the Act and that the DSU determines to be effective.Yes

2.6 The DSU and SILC actively consult, as appropriate, in the development of the State plan with the director of the Client Assistance Program (CAP) authorized under section 112 of the Act.Yes

Section 3: Independent Living Services

3.1 The State, directly or through grants or contracts, will provide IL services with Federal, State, or other fundsYes

3.2 Independent living services shall be provided to individuals with significant disabilities in accordance with an independent living plan mutually agreed upon by an appropriate staff member of the service provider and the individual, unless the individual signs a waiver stating that such a plan is unnecessary.Yes

3.3 All service providers will use formats that are accessible to notify individuals seeking or receiving IL services under chapter 1 of title VII about:

* the availability of the CAP authorized by section 112 of the Act;
* the purposes of the services provided under the CAP; and
* how to contact the CAP.

Yes

3.4 Participating service providers meet all applicable State licensure or certification requirements.Yes

Section 4: Eligibility

4.1 Any individual with a significant disability, as defined in 34 CFR 364.4(b), is eligible for IL services under the SILS and CIL programs authorized under chapter 1 of title VII of the Act. Any individual may seek information about IL services under these programs and request referral to other services and programs for individuals with significant disabilities, as appropriate. The determination of an individual's eligibility for IL services under the SILS and CIL programs meets the requirements of 34 CFR 364.51.Yes

4.2 Service providers apply eligibility requirements without regard to age, color, creed, gender, national origin, race, religion or type of significant disability of the individual applying for IL services.Yes

4.3 Service providers do not impose any State or local residence requirement that excludes any individual who is present in the State and who is otherwise eligible for IL services from receiving IL services.Yes

Section 5: Staffing Requirements

5.1 Service provider staff includes personnel who are specialists in the development and provision of IL services and in the development and support of centers.Yes

5.2 To the maximum extent feasible, a service provider makes available personnel able to communicate:

* with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication, nonverbal communication devices, Braille or audio tapes, and who apply for or receive IL services under title VII of the Act; and
* in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act.

Yes

5.3 Service providers establish and maintain a program of staff development for all classes of positions involved in providing IL services and, if appropriate, in administering the CIL program. The staff development programs emphasize improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy.Yes

5.4 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will take affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.Yes

Section 6: Fiscal Control and Fund Accounting

6.1 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will comply with applicable EDGAR fiscal and accounting requirements and will adopt those fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for those funds.Yes

Section 7: Recordkeeping, Access and Reporting

7.1 In addition to complying with applicable EDGAR recordkeeping requirements, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will maintain records that fully disclose and document:

* the amount and disposition by the recipient of that financial assistance;
* The total cost of the project or undertaking in connection with which the financial assistance is given or used;
* the amount of that portion of the cost of the project or undertaking supplied by other sources;
* compliance with the requirements of chapter 1 of title VII of the Act and Part 364 of the regulations; and
* other information that the Commissioner determines to be appropriate to facilitate an effective audit.

Yes

7.2 With respect to the records that are required by 34 CFR 364.35, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will submit reports that the Commissioner determines to be appropriate.Yes

7.3 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will provide access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, to the records listed in 34 CFR 364.37 for the purpose of conducting audits, examinations, and compliance reviews.Yes

Section 8: Protection, Use and Release of Personal Information

8.1 Each service provider will adopt and implement policies and procedures to safeguard the confidentiality of all personal information, including photographs and lists of names in accordance with the requirements of 34 CFR 364.56(a)(1-6).Yes

Section 9: Signatures

As the authorized signatories, we will sign, date and retain in the files of the state agency(ies) and the Statewide Independent Living Council the Part I: Assurances, 1-8, and the separate Certification of Lobbying forms ED-80-0013 (available in [MS Word](http://www.ed.gov/fund/grant/apply/appforms/ed80-013.doc) and [PDF](http://www.ed.gov/fund/grant/apply/appforms/ed80-013.pdf) formats) for the state independent living program (Part B) and the centers for independent living program (Part C).

The effective date of this SPIL is October 1, 2013.

Section 9: Signature for SILC Chairperson

NameShawn M. Utt

TitleChairperson

Signed?Yes

Date signed06/24/2013

Section 9: Signature for DSU Director

NameJames A. Rothrock

TitleCommissioner

Signed?Yes

Date signed06/21/2013

Section 9: Signature for Separate State Agency for Individuals Who Are Blind

Is there a Separate State Agency for Individuals Who Are Blind?Yes

NameRaymond E. Hopkins

TitleCommissioner

Signed?Yes

Date signed06/26/2013

The SILC, DSU and, if applicable, the separate state agency for individuals who are blind, provide the following additional assurance(s) which RSA has deemed necessary to ensure the state's compliance with the assurances in sections 1 through 8, above, as a condition for approval of this SPILYes

Enter text for additional assurance here: (4000 characters maximum)


Additional Assurances: Signature for SILC Chairperson

Name

Title

Signed?Yes

Date signed

Additional Assurances: Signature for DSU Director

Name

Title

Signed?Yes

Date signed

Additional Assurances: Signature for Separate State Agency for Individuals Who Are Blind

Is there a Separate State Agency for Individuals Who Are Blind?Yes

Name

Title

Signed?Yes

Date signed

The following information is captured by the MIS.

Additional assurances last updated on:23-Sep-13 - 4:43 PM

Additional assurances last updated by:savajeterr



## Part II: Narrative: Section 1 - Goals, Objectives and Activities

Section 1: Goals, Objectives and Activities 1.1 Goals and Mission

Describe the overall goals and mission of the State's IL programs and services. The SPIL must address the goals and mission of both the SILS and the CIL programs, including those of the State agency for individuals who are blind as they relate to the parts of the SPIL administered by that agency.

Goal Name:Mission of the Virginia SILC

Goal Description:

The Virginia Statewide Independent Living Council will promote policies, programs and activities to maximize independence of people with disabilities by: developing, monitoring, reviewing and evaluating the State Plan for Independent Living; supporting and expanding the state network of Centers for Independent Living; creating a culture for full integration and independence, advocating systems change for full access and equality in community life; educating policy makers and stakeholders about the importance of independent living, developing a strategy for collaboration among stakeholders in the disability community; leading to full inclusion and independence of people with disabilities in the Commonwealth.

Goal Name:Mission of the Department for Aging and Rehabilitative Services (DARS)

Goal Description:

The Virginia Department for Aging and Rehabilitative Services (DARS), in collaboration with community partners, provides and advocates for resources and services to improve the employment, quality of life, security, and independence of older Virginians, Virginians with disabilities, and their families.

Goal Name:Mission of the Department for the Blind and Vision Impaired

Goal Description:

The mission of the Department for the Blind and Vision Impaired (DBVI) is to provide services and resources which empower individuals who are blind, vision impaired or deafblind to achieve their desired levels of employment, education, and personal independence.

Goal Name:Goal I

Goal Description:

Individuals with disabilities who live in areas of the Commonwealth that are currently unserved are provided with independent living (IL) services by expanding the network of Centers for Independent Living (CILs).

Goal Name:Goal II

Goal Description:

People with disabilities have increased options for community-based living and are integrated into their communities.

Goal Name:Goal III

Goal Description:

The Commonwealth ensures accessibility to all its programs and facilities by complying with disability-related laws and regulations.

Goal Name:Goal IV

Goal Description:

Commonwealth agencies expend disability-related funding more efficiently and effectively, enhancing opportunities for individuals with disabilities to receive a wide array of services in the community.

1.2 Objectives

1.2A. Specify the objectives to be achieved and the time frame for achieving them.

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| --- | --- | --- | --- |
| **Goal(s) from Section 1.1** | **Objective to be achieved** | **Time frame start date** | **Time frame end date** |
| Goal I | Objective 1.1 - The Designated State Unit (Department for Aging and Rehabilitative Services), in collaboration with the SILC, identifies an existing consumer-directed CIL that will provide guidance and mentoring in unserved geographical areas of the state, e.g., Planning Districts 13, 14, 17 and the lower part of 9.Measurable indicators: Number of CILs that provide input about the Planning Districts with the purpose of deciding on a targeted area.Number of CILs that submit a proposal in response to the RFP. Amount of Part B funds awarded to a CIL.Number of ongoing reports received.Number of organizations that are equipped to pursue funding at the end of Year 3. Geographical Scope: Planning Districts 13, 14, 17, and the lower part of 9.Part B Funding amounts allocated: $25,000 in Year 2, $25,000 in Year 3Three Year Performance Targets:Seventy percent (70%) of the CILs will provide input about unserved planning districts.One-hundred percent (100%) of Part B budgeted funds ($50,000) will be expended by Year 3. Timeframe for Interim Progress: QuarterlyActivities: Year 1 - Obtaining input from the network of CILs about the IL needs within the Planning Districts and deciding on a targeted area. IL Partner(s) Responsible: DARS, The Virginia Association of Centers for Independent Living (VACIL).Year 1 - Developing a Request for Proposal (RFP).IL Partner(s) Responsible: DARS. Year 2 - Awarding Part B IL Funds to the grantee by mid-year.IL Partner(s) Responsible: DARS. Year 2 - Awarding the continuation of funds. IL Partner(s) Responsible: DARS. Years 2, 3 - Receiving ongoing reports from the grantee about progress and barriers.IL Partner(s) Responsible: DARS, SILC, CIL grantee.Year 3 - Ensuring that there is an organization equipped to pursue local, state and/or federal funding to establish a CIL in the unserved area.IL Partner(s) Responsible: CIL grantee. | 10/01/2013 | 09/30/2016 |
| Goal I | Objective 1.2 - Prospective candidates from unserved geographical areas of state are identified and targeted for recruiting activities.Measurable indicators: Number of individuals who live in the unserved areas identified to serve as potential SILC members.Number of SILC brochures, utilized as a recruitment tool, disseminated in unserved areas. Number of nomination forms submitted to the Secretary of the Commonwealth to obtain identified appointments. Geographical Scope: Planning Districts 13, 14, 17 and the lower part of 9. Part B funds allocated: $800 in Years 1, 2 and 3 for VACIL annual report; $200 in Years 1, 2 and 3 for National Council on Independent Living (NCIL) memberships for youth with disabilities. Three Year Performance Target:Fifty percent (50%) increase in the number of applications for consideration of appointment to the SILC as reported by the Secretary of the Commonwealth. Timeframe for Interim Progress: Yearly. Activities: Years 1, 2, 3 - Working with advocacy groups and disability leadership programs, such as Partners in Policymaking, Youth Leadership Forum, and local CIL consumer advisory groups, to develop a pool of potential SILC candidates and educate them about member roles and responsibilities. IL Partner(s) Responsible: SILC, CILs, and the Virginia Board for People with Disabilities (VBPD). Years 1, 2, 3 - Pursuing and identifying appointments of candidates residing in unserved geographical areas. IL Partner(s) Responsible: SILC, CILs, VACIL. Years 1, 2, 3 - Supporting and recommending potential candidates to the Secretary of the Commonwealth. IL Partner(s) Responsible: SILC. Years 1, 2, 3 ? Providing financial support to the Virginia Association of Centers for Independent Living (VACIL) to develop, print, and disseminate their annual report, an outreach tool used to promote the IL philosophy and services in unserved areas.IL Partner(s) Responsible: VACIL, SILC. | 10/01/2013 | 09/30/2016 |
| Goal I | Objective 1.3: Information about IL services is provided to various demographics, addressing both cultural and linguistic needs.Measurable indicators:Number of languages utilized for website, materials and brochure content. Number of minority candidates identified for potential SILC membership.Number of nomination forms submitted to the Secretary of the Commonwealth to obtain identified appointments of individuals.Geographical Scope: Statewide. Three Year Performance Target:Fifty percent (50%) increase in the number of applications for consideration of appointment by minority candidates to the SILC, as reported by the Secretary of the Commonwealth. Timeframe for Interim Progress: Yearly.Activities: Years 1, 2, 3 ? Providing the content of the SILC website, materials, and brochures in identified languages.IL Partner(s) Responsible: SILC.Years 1, 2, 3 ? Pursuing and identifying appointments of minority candidates.IL Partner(s) Responsible: SILC. Years 1, 2, 3 ? Supporting and recommending potential minority candidates to the Secretary of the Commonwealth.IL Partner(s) Responsible: SILC | 10/01/2013 | 09/30/2016 |
| Goal II | Objective 2.1 - The Centers for Independent Living increase the community integration of individuals with disabilities by ensuring that Money Follows the Person (MFP) is successfully marketed to consumers living in nursing homes and other segregated settings.Measurable indicators: Number of MFP trainings for individuals with disabilities completed. Number of marketing materials developed and disseminated about community living options.Number of individuals moved from a nursing home or other segregated settings to the community, as reported by the CILs. Geographical Scope: Statewide. Part B Funding amounts allocated: $500 in Years 1, 2, and 3.Three Year Performance Target:Fifty percent (50%) of people with disabilities polled who are living in institutional settings report an understanding of MFP program and options.Timeframe for Interim Progress: QuarterlyActivities: Years 1, 2, 3 - Disseminating MFP marketing tools that increase the awareness of options for consumers who want to live in their communities, i.e., updating the MFP brochure as needed, and continuing focus groups. IL Partner(s) Responsible: VACIL, CILs, SILC. Years 1, 2, 3 - Developing, strengthening and facilitating local peer-to-peer networks to assist individuals who wish to integrate into and navigate the community, i.e., pairing individuals who have re-integrated with others who are still living in a nursing facility and/or other segregated settings.IL Partner(s) Responsible: VACIL, CILs, SILC. | 10/01/2013 | 09/30/2016 |
| Goal II | Objective 2.2 - The SILC and network of the CILs advocate for increased housing, transportation and personal assistance service options, including support service providers, which ensure a smooth transition into community or allow someone to remain in the community.Measurable indicators: Number of Public Housing Agencies (PHAs) that establish an MFP priority or priority for people with disabilities. Number of Virginia Housing Development Authority (VHDA) local agents that establish an MFP priority or priority for people with disabilities. Number of Consolidated Plans that were modified to improve opportunities for people with disabilities. Number of changes to Consolidated Plans and PHA Plans to address universal design.Number of local transit plans improved for people with disabilities. Number of entities increasing transportation options for people with disabilities. Percentage increase of the number of people using the Public Partnerships (PPL) consumer-directed attendant directory. Geographical Scope: Statewide. Part B Funding amounts allocated for CIL contracts: $369,458 in Year 1; $345,458 in Years 2 and 3. Part B Funding amounts allocated for Coordination contract: $15,000 in Year 1; $14,000 in Years 2 and 3.Three Year Performance Target:Fifty percent increase in the number of consumers and stakeholders participating in the local housing planning processes.Fifty percent increase in the number of PHA plans and VHDA local agent Plans changed to establish priority for people with disabilities. Fifty percent increase in the number of consolidated plans modified to improve opportunities for people with disabilities. Fifty percent increase in the number of transit plans modified to increase transportation options for people with disabilities. Timeframe for Interim Progress: QuarterlyActivities: Year 1 - Developing a grant application package and deliverables, and determining focus areas, such as housing, transportation, or personal assistance service for available Part B IL funding.IL Partner(s) Responsible: DARS. Year 1 - Reviewing applications from each CIL and awarding grants accordingly.IL Partner(s) Responsible: DARS.Years 1, 2, 3 - Monitoring the deliverables of the grants to ensure that the objectives are being met and there is community change.IL Partner(s) Responsible: DARS.Years 1, 2, 3 - Ensuring that there is active representation between the SILC and the Office of Community Integration.IL Partner(s) Responsible: SILC, VACIL. | 10/01/2013 | 09/30/2016 |
| Goal III | Objective 3.1 - The SILC works with the Department of General Services (DGS) to ensure that new and existing facilities are fully accessible to individuals with disabilities.Measurable indicators: Number of SILC meetings held with DGS representative(s). Number of recommendations made to DGS regarding facility-accessibility policies. Number of reports and updates provided to the SILC. Geographical Scope: Statewide. Three Year Performance Target:To establish a mutually beneficial and effective collaboration between individuals with disabilities and DGS regarding state building accessibility. Timeframe for Interim Progress: QuarterlyActivities: Year 1 - Inviting key partners from DGS to SILC meetings to inquire about the decision-making process and mechanisms used to determine accessibility, to ensure compliance with applicable codes. IL Partner(s) Responsible: SILC, DGS. Years 1, 2 - Reviewing the accessibility policy and processes of DGS and identifying any areas of concern. IL Partner(s) Responsible: SILC, DGS, CILs. Years 2, 3 - Receiving routine updates and monitoring results.IL Partner(s) Responsible: SILC. | 10/01/2013 | 09/30/2016 |
| Goal III | Objective 3.2 - The SILC collaborates with the disAbility Law Center of Virginia (formerly the Virginia Office for Protection and Advocacy) with the mutual goal of improving accessibility in the Commonwealth.Measurable indicators: Number of SILC meetings held with disAbility Law Center representative(s). Number of recommendations made to disAbility Law Center regarding identified accessibility issues. Number of reports and updates provided to the SILC. Geographical Scope: Statewide. Three Year Performance Target:To establish a mutually beneficial and effective collaboration between the SILC and the disAbility Law Center regarding accessibility for Virginians with disabilities. Timeframe for Interim Progress: QuarterlyActivities: Year 1- Inviting a disAbility Law Center representative to SILC meetings to inquire about their focus areas and strategic plan, in order to maximize the efforts of both entities and reduce duplication of efforts. IL Partner(s) Responsible: SILC, disAbility Law Center, CILs.Years 2, 3 - Receiving routine updates and monitoring results.IL Partner(s) Responsible: SILC. | 10/01/2013 | 09/30/2016 |
| Goal III | Objective 3.3 - The SILC reviews the accessibility of key state websites to ensure compliance with Title IV of the Telecommunications Act.Measurable indicators: Number of SILC meetings held with Virginia Information Technologies Agency (VITA) representative(s). Number of recommendations made to VITA regarding identified accessiblity issues. Number of reports and updates provided to the SILC. Geographical Scope: Statewide. Three Year Performance Target:To establish a mutually beneficial and effective collaboration between the SILC and VITA regarding state website accessibility for Virginians with disabilities. Timeframe for Interim Progress: QuarterlyActivities: Year 1 - Compiling information about the state?s websites and identifying areas of strengths and barriers. Year 1 - Reviewing the components of Title IV of the Telecommunications Act.Years 1, 2 - Inviting key partners from the Virginia Information Technologies Agency (VITA) to SILC meetings to inquire about the decision-making process, mechanisms used to determine accessibility and how it ensures compliance with Title IV. IL Partner(s) Responsible: SILC, VITA, CILs. Years 2, 3 - Receiving routine updates from VITA and monitoring results.IL Partner(s) Responsible: SILC. | 10/01/2013 | 09/03/2016 |
| Goal IV | Objective 4.1- The SILC collaborates and confers with state agencies and other entities to understand their methods of ensuring and increasing community-based services.Measurable indicators: Number of SILC meetings held with the Department of Medical Assistance Services (DMAS) representative(s). Number of recommendations made to DMAS regarding long term care options that increase community integration. Number of reports and updates provided to the SILC by DMAS. Number of reports and updates provided to/from the Office of Community Integration. Geographical Scope: Statewide. Three Year Performance Target: To establish a mutually beneficial and effective collaboration between the SILC and key state agency partners to build a services system that will increase and sustain community integration. Timeframe for Interim Progress: QuarterlyActivities: Years 1, 2, 3 - Monitoring the activities of the Department of Behavioral Health and Developmental Services (DBHDS) - Department of Justice (DOJ) settlement advisory group that moves the State forward with regard to outcomes that result in community integration.IL Partner(s) Responsible: SILC, DBHDS, VACIL. Years 1,2, 3 - Monitoring the activities of Department of Medical Assistance Services (DMAS) with regard to long term care outcomes that increase and sustain community integration. IL Partner(s) Responsible: SILC, DMAS, VACIL. Years 1, 2, 3 ? Guaranteeing that the SILC and its interests are represented with membership on the DBHDS/DOJ Advisory Group.IL Partner(s) Responsible: SILC, DBHDS, VACIL. Years 1, 2, 3 ? Guaranteeing that the SILC and its interests are represented with membership on the Community Integration Advisory Council (CIAC) and the Community Integration Implementation Team (CIIT).IL Partner(s) Responsible: SILC, Office of Community Integration, VACIL. | 10/01/2013 | 09/30/2016 |
| Goal IV | Objective 4.2 - The SILC collaborates with Department of Behavioral Health and Developmental Services (DBHDS) and the Department of Medical Assistance Services (DMAS) to ensure that funds shifting from the training centers are used to provide a wide array of services in the community.Measurable indicators: Number of SILC meetings held with DMAS representative(s) regarding the status of the DOJ settlement. Number of SILC meetings held with DBHDS representative(s) regarding the status of the DOJ settlement. Number of roundtable meetings held with consumers, advocates and policy makers addressing of the status of Virginia?s MFP program. Number of reports and updates provided to the SILC by DMAS. Number of other states? MFP programs reviewed by the SILC. Geographical Scope: Statewide. Three Year Performance Target:To establish a mutually beneficial and effective collaboration between the SILC and key state agency partners to build a services system that provides a wide array of community-based services as funds shift from training centers. Timeframe for Interim Progress: QuarterlyActivities: Years 1, 2 - Inviting representatives from DBHDS and DMAS to review and ensure that their policies are in compliance with the DOJ settlement and align with the expectations of MFP. IL Partner(s) Responsible: SILC, VACIL, DBHDS, DMAS.Years 2, 3 - Requesting and reviewing updates from DMAS about the successes and barriers of MFP including costs and projections associated with the program.IL Partner(s) Responsible: SILC, VACIL, DMAS. Years 1, 2, 3 ?Sponsoring a roundtable meeting of consumers, advocates and policymakers to identify both successes and barriers within Virginia?s MFP program, in order to promote necessary changes.IL Partner(s) Responsible: SILC, DARS, VACIL, CILs, DMAS. Years 1, 2, 3 ? Reviewing and collecting information on MFP from other States.IL Partner(s) Responsible: SILC. | 10/01/2013 | 09/30/2016 |

1.2 Objectives

1.2B Describe the steps planned regarding outreach to populations in the State that are unserved or underserved by programs under title VII, including minority groups and urban and rural populations.

* Identify the populations to be designated for targeted outreach efforts

The Virginia SILC entered into thorough discussion about outreach to targeted populations. The SILC identified three populations that are currently unserved or underserved by CIL programs utilizing these sources: 1) CIL reports and statements, i.e., annual 704 reports; 2) Statewide needs assessment; 3) SPIL 2014-2016 public comment survey; 4) Community Forums held in four geographically remote areas; and 5) Ongoing dialogue with consumers and stakeholders (including CIL Executive Directors). A thorough analysis and public input contributed to these targeted populations: 1) Individuals living in nursing homes or other segregated settings who desire to move to the community - The SILC and the CILs are active partners in developing better marketing strategies for the state?s Money Follows the Person program, funded through 2016 (Objective 2.1). The SILC and CILs will also be active in ensuring that resources from closed institutions and State Training Centers are diverted to community living options (Objective 4.2). 2) Minority populations as identified by 704 data (Objective 1.3). 3) Youth with disabilities (ages 14 to 26) ? SILC outreach efforts will endeavor to mentor youth for leadership positions, provide education about the IL movement, and recruit them as potential SILC members (Objective 1.2).

* Identify the geographic areas (i.e., communities) in which the targeted populations reside

Efforts by both the Statewide Independent Living Council and the Network of CILs will continue with those individuals and groups identified during four community forums in unserved areas which were held in the Summer and Fall of 2009. The SILC will continue to use a mailing list generated by forum attendance to convey information. Content filled discussions about those areas have continued with the stark understanding that limited resources hinder the development of new Centers. These geographical areas are targeted for technical assistance and mentoring through the SILC, the Virginia Association of Centers for Independent Living, and the DSUs. Development resources for these areas have been identified within the proposed SPIL budget. In those areas which are described in number 1.2 B above, the unserved counties are: - Lower part of PLANNING DISTRICT 9: Rappahannock, Culpeper, Madison and Orange Counties. - PLANNING DISTRICT 14: Buckingham, Cumberland, Amelia, Prince Edward, and Nottoway Counties. - PLANNING DISTRICT 13: Charlotte, Lunenburg, Halifax, Mecklenburg and Brunswick Counties. - PLANNING DISTRICT 17 ? Richmond, Northumberland, and Lancaster Counties.

* Describe how the needs of individuals with significant disabilities from minority group backgrounds will be addressed

Virginia is a geographically, racially, and culturally diverse state consisting of very different and distinct regions. While the general population of Virginia is growing, individual regions are growing at highly uneven rates. The CIL network has long implemented specific services and strategies to address the needs of local populations residing in their respective catchment areas.

The SILC and the CILs recognize that certain ethnic and minority groups may benefit from outreach and education about the IL philosophy and programs. The SILC will conduct a comprehensive analysis of 704 reports completed by Virginia?s fifteen CILs and compare with the most recent census data. Each Center will be asked to identify one minority population and identify strategies specific to serving that population. Data will be collected and shared for possible replication of best practices. Examples would include, but not be limited to, the East Indian population in the Richmond Metropolitan area or the growing Asian population in the Northern Virginia Area. This additional step with Virginia?s Network of CILs is necessary due to the large and very diverse Virginia population.

The SILC will also modify and enhance its website by including information in an identified language about the SILC, the CIL network, and the IL philosophy. Additionally, the SILC will increase its recruiting strategies to identify qualified candidates from minority populations and recommend their appointments to the Governor. See Objective 1.3.

Lastly, the Virginia SILC will promote and recommend appointments to the Council and other Virginia Boards and Commissions of individuals with significant disabilities from those targeted minority groups identified by specific CILs in very diverse parts of the Commonwealth.

1.3 Financial Plan

Describe in sections 1.3A and 1.3B, below, the financial plan for the use of Federal and non-Federal funds to meet the SPIL objectives.

##### 1.3A Financial Plan Tables

Complete the financial plan tables covering years 1, 2 and 3 of this SPIL. For each funding source, provide estimated dollar amounts anticipated for the applicable uses. The financial plan table should include only those funding sources and amounts that are intended to support one or more of the objectives identified in section 1.2 of the SPIL. To the extent possible, the tables and narratives must reflect the applicable financial information from centers for independent living. Refer to the SPIL Instructions for additional information about completing the financial tables and narratives.

Year 1 - 2014Approximate funding amounts and uses

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sources** | **SILC resource plan** | **IL services** | **General CIL operations** | **Other SPIL activities** |
| Title VII Funds  |  |  |  |  |
| Title VII Funds Chapter 1, Part B  | 38357 | 567974 |  | 16500 |
| Title VII Funds Chapter 1, Part C |  |  | 1681810 |  |
| Title VII Funds Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective) |  |  |  |  |
| Other Federal funds - Sec. 101(a)(18) of the Act (Innovation and Expansion) | 35410 |  |  | 2500 |
| Other Federal funds - other |  |  | 600000 |  |
| Non-Federal funds - State funds |  |  | 4387672 |  |
| Non-Federal funds - Other | 47146 |  |  |  |
| Total | 120913 | 567974 | 6669482 | 19000 |

Year 2 - 2015Approximate funding amounts and uses

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sources** | **SILC resource plan** | **IL services** | **General CIL operations** | **Other SPIL activities** |
| Title VII Funds  |  |  |  |  |
| Title VII Funds Chapter 1, Part B  | 38357 | 543974 |  | 40500 |
| Title VII Funds Chapter 1, Part C |  |  | 1681810 |  |
| Title VII Funds Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective) |  |  |  |  |
| Other Federal funds - Sec. 101(a)(18) of the Act (Innovation and Expansion) | 30410 |  |  | 2500 |
| Other Federal funds - other |  |  | 600000 |  |
| Non-Federal funds - State funds |  |  | 4387672 |  |
| Non-Federal funds - Other | 47146 |  |  |  |
| Total | 115913 | 543974 | 6669482 | 43000 |

Year 3 - 2016Approximate funding amounts and uses

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sources** | **SILC resource plan** | **IL services** | **General CIL operations** | **Other SPIL activities** |
| Title VII Funds  |  |  |  |  |
| Title VII Funds Chapter 1, Part B  | 38357 | 543974 |  | 40500 |
| Title VII Funds Chapter 1, Part C |  |  | 1681810 |  |
| Title VII Funds Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective) |  |  |  |  |
| Other Federal funds - Sec. 101(a)(18) of the Act (Innovation and Expansion) | 30410 |  |  |  |
| Other Federal funds - other |  |  | 600000 |  |
| Non-Federal funds - State funds |  |  | 4387672 |  |
| Non-Federal funds - Other | 47146 |  |  |  |
| Total | 115913 | 543974 | 6669482 | 40500 |

##### 1.3B Financial Plan Narratives

1.3B(1) Specify how the part B, part C and chapter 2 (Older Blind) funds, if applicable, will further the SPIL objectives.

Part B funds will support the SPIL Goals I and II, and the specified objectives. Goal I and its corresponding objectives will address the expansion of the CIL network into a geographical region of the state that is currently unserved by a Center. The Council has planned for a total of $50,000, disbursed in equal allotments across Years 2 and 3, to be awarded to a CIL by the DSU to provide technical assistance to a grassroots group in one of the identified regions. Part B funds will also be utilized to promote the IL philosophy and educate community partners about IL, as a part of its fulfillment of SILC statutory duties, by awarding $800 per year to VACIL towards developing and printing their annual report. The SILC has allocated a total of $200 per year for National Council on Independent Living memberships offered to identified youth leaders, to increase their participation in the IL movement. A significant portion of Part B IL funds, however, will be devoted to Objectice 2.2 of the SPIL, in which the CILs will address the community integration of Virginians with disabilities by utilizing effective systems change advocacy in the core areas of transportation, housing, and personal assistance services. Non-competitive grants to the fifteen CILs, awarded and monitored by the DSU, will total $369,458 in Year 1, $345,458 in Years 2 and 3. VACIL has functioned as the "Part B Coordinator" and is an instrumental part of the overall implementation of the community integration project. The SILC has allocated $15,000 in Year 1 and $14,000 in Years 2 and 3 to VACIL for project coordination. The role of the VACIL Coordinator is to organize the Part B CIL activities in Objectives 2.1 and 2.2, specifically by: facilitating monthly conference calls with Part B CIL staff, providing training and technical assistance as needed, facilitating relationships between the CIL network and community and state agency partners, identifying best practices, acting as a mentor to Part B staff, and representing CIL interests on various boards and councils, such as the Disability Commission and DOJ/DBHDS Settlement, Housing Workgroup. Part C funds are utilized for the ongoing maintenance of the CILs.

Regarding Goals III and IV, the SILC anticipates that various state agencies and community partners will collaborate with the Council and send representatives to SILC meetings to discuss the issues that impact the lives of individuals with disabilities. Any incidental costs for these two goals will be expended through the resource plan utilizing I&E funds, up to $500 per year, to help defray operating costs of regular SILC meetings to address the issues stated in Goals III and IV.

The ten percent (10%) state-mandated match totals $47,146 and will be expended for the full-time SILC Administrator position and one part-time (wage) administrative support position. Both positions will perform operational and functional duties that will support and carry-out the four SPIL goals, objectives and activities. Additionally, in Years 1 and 2 of the Plan, the SILC will collaborate with DARS to hold an inter-agency and consumer roundtable meeting to discuss the progress and barriers of the State?s MFP demonstration project, with the purpose of improving outcomes for people with disabilities desiring to transition to the community. DARS has allocated a total of $5,000 in I&E funds for this meeting.

1.3B(2) Describe efforts to coordinate Federal and State funding for centers and IL services, including the amounts, sources and purposes of the funding to be coordinated.

Virginia has in place a long-standing planning framework for federal and state funding, addressed further in Section 3, the Statewide Network. Both federal and state funding is allocated using agreed-upon formulas set forth by the SILC, the network of the CILs and the DSU. General funds for the CILs total approximately five million dollars, with $4.4 million in state general funds and $600,000 in Title I Program Income funds (Social Security reimbursements). Federal Part C funds total over $1.6 million dollars. Six of the fifteen Centers for Independent Living are supported with both federal and state dollars for operations. However, Part B funding as delineated in the SPIL is typically awarded to all Centers to carry out specified SPIL goals and objectives for systems change advocacy. Virginia has been successful in coordinating federal, state and local dollars, thereby maximizing all funding streams.

The two Virginia DSUs, the Department for Aging and Rehabilitative Services (DARS) and the Department for the Blind and Vision Impaired (DBVI), are currently negotiating a cooperative agreement to assure the programmatic and fiscal responsibilities of each agency relative to the Commonwealth?s provision of IL services and the SILC. The agreement specifies the annual transfer of $198,516 from DARS State General Funds to DBVI for the continuation of IL services. Per DBVI, the transferred funds are utilized to provide a small part of the salaries for the rehabilitation teaching (RT) staff. IL services are provided by the RT staff to eligible blind and vision impaired consumers. The agreement further assures the autonomy and decision-making of the SILC. The DSU Commissioners plan to renew the agreement every three years at the start of the state fiscal year (July 1), to coincide with the SPIL cycle.

1.3B(3) Describe any in-kind resources including plant, equipment or services to be provided in support of the SILC resource plan, IL services, general CIL operations and/or other SPIL objectives.

In-kind resources provided through the Department for Aging and Rehabilitative Services (DARS) are:

-Develop Requests for Proposals, grant packages and contracts

-Fiscal Services and budget assistance

-Processing of all bills/reimbursements related to the Council

-Provision of 1 FTE (SILC Administrator) and 1 part-time wage position (clerical support)

-Copier equipment, office furniture, filing cabinets, storage closet, supplies (paper, envelopes, postage, etc), basic computer software and IT services, conference calling card, meeting rooms, video-teleconferencing equipment, fax, scanner, Internet access, and email

-Publication design services

-Website design and maintaining updates

-Public relations and marketing services for press releases and postings to the DARS Facebook page

-Survey design and analysis, and assistance with building databases

1.3B(4) Provide any additional information about the financial plan, as appropriate.

Travel and training expenses are forecasted and approved by the SILC, and are line items on the SPIL budget. Title I I& E and Title VII - Part B IL funds are used to cover these expenses. No state general funds are expended for the costs of travel, training, and incidentals.

1.4 Compatibility with Chapter 1 of Title VII and the CIL Work Plans

1.4A Describe how the SPIL objectives are consistent with and further the purpose of chapter 1 of title VII of the Act as stated in section 701 of the Act and 34 CFR 364.2.

The objectives of the Virginia SPIL are consistent with and further the purpose of Chapter 1 - Title VII of the Act, as stated in Section 701.

Promoting, expanding and improving the provision of IL services

1) Supporting and facilitating grassroots efforts in an unserved area

The Statewide Independent Living Council (SILC) identifies an existing consumer-directed CIL that will provide guidance and mentoring to grassroots groups in unserved geographical areas of the state, e.g., Planning Districts 13, 14, 17 and the lower part of 9.

Community integration and full inclusion of individuals with disabilities

1) The SILC, working with the network of the CILs, increases the community integration of individuals with disabilities by ensuring that Money Follows the Person (MFP) is successfully marketed to consumers living in nursing homes and other segregated settings.

Equal Access

1) The SILC collaborates and confers with state agencies and other entities to understand their methods of ensuring and increasing community-based services.

2) The SILC collaborates with Department of Behavioral Health and Developmental Services (DBHDS) and the Department of Medical Assistance Services (DMAS) to ensure that funds shifting from the training centers are used to provide a wide array of services in the community.

3) The SILC works with the Department of General Services (DGS) to ensure that new and existing facilities are fully accessible to individuals with disabilities.

4) The SILC collaborates with the disAbility Law Center of Virginia (formerly the Virginia Office for Protection and Advocacy) with the mutual goal of improving accessibility in the Commonwealth.

5) The SILC reviews the accessibility of key state websites to ensure compliance with Title IV of the Telecommunications Act.

Systems Change Advocacy

1) The SILC and network of the CILs advocate for increased housing, transportation and personal assistance service options, including support service providers, which ensure a smooth transition into community or allow someone to remain in the community.

IL Leadership

1) Prospective candidates from unserved geographical areas of state are identified and targeted for recruiting activities.

2) Information about IL services is provided to various demographics, addressing both cultural and linguistic needs.

1.4B Describe how, in developing the SPIL objectives, the DSU and the SILC considered and incorporated, where appropriate, the priorities and objectives established by centers for independent living under section 725(c)(4) of the Act.

Obtaining input from the Virginia CILs is on ongoing process, and the information is vital in developing the goals on the SPIL. The DSU requires that all fifteen Centers for Independent Living, regardless of funding, complete the federal 704 instrument and submit a copy of their report to the SILC. The Council continues to review these reports to gather information about CIL priorities and objectives and to ensure that SPIL goals align accordingly. Additionally, two surveys were posted on the Virginia SILC website in Years 2012 and 2013 to solicit public input about IL service needs and the proposed 2014-2016 SPIL. To ensure that the CILs were included in the SPIL development process, announcements were sent via email to the fifteen CILs, inviting staff and consumers to participate in the survey activities. Both surveys were offered using a variety of accessible methods such as web-based compatible with screen readers and hard copies, and generated a substantial amount of responses from the CILs. Open dialogues and collaboration between the CILs and the SILC also occurred at the 2012 Virginia IL Conference in Richmond, where service needs for individuals with disabilities were intensively discussed over a three-day period.

1.5 Cooperation, Coordination, and Working Relationships Among Various Entities

Describe the steps that will be taken to maximize the cooperation, coordination and working relationships among the SILS program, the SILC, and centers; the DSU, other State agencies represented on the SILC and other councils that address the needs of specific disability populations and issues; and other public and private entities determined to be appropriate by the SILC.
The description must identify the entities with which the DSU and the SILC will cooperate and coordinate.

The SILC has joined forces with state and community based agencies to promote independent living of individuals with disabilities. A meaningful and valuable partnership has long existed between the SILC and the network of the CILs. Representatives from the Virginia Association of Centers for Independent Living (VACIL) regularly attend SILC meetings and provide updates, often leading to problem solving and critical thinking discussions.

The SILC ? DSU working relationships are also effective and mutually supportive. The Commissioners of the two DSUs are invited to attend each quarterly meeting to address the Council, followed by an open discussion session to enhance communication between the entities. These sessions are mutually beneficial in sharing IL issues and concerns, while proactively steering the future of the DSU/SILC partnerships.

SILC representatives officially serve on the following councils/boards, to maximize resources and coordinate statewide efforts:

State Rehabilitation Council of DARS

State Rehabilitation Council of DBVI

Assistive Technology Advisory Council

Community Integration Implementation Team

Several SILC and VACIL members serve on other planning bodies, and relevant information shared with the SILC:

The Virginia Board for People with Disabilities

Youth Leadership Forum

Community Integration Advisory Commission

Blueprint for Livable Communities

House Joint Resolution 648 Study Group

Department for Behavioral Health and Developmental Services Settlement Agreement Stakeholder Group

To illustrate how major partners in Virginia work together, the DSUs, SILC, VACIL, and other state agencies are providing leadership to implement Virginia?s Olmstead Plan and making yearly recommendations to the Governor concerning community integration of individuals with disabilities. The SILC also partners with VACIL and the Money Follows the Person (MFP) Project to create marketing strategies for nursing home outreach and transition. All collaborative efforts strive to increase community based supports and services that allow people with disabilities to live independently.

1.6 Coordination of Services

Describe how IL services funded under chapter 1 of title VII of the Act will be coordinated with and complement other services to avoid unnecessary duplication with other Federal, State, and local programs, including the OIB program authorized by chapter 2 of title VII of the Act, that provide IL- or VR-related services.

On a statewide level, CIL staff across Virginia is aware of the Older Blind Grant (OBG) program and make referrals as appropriate. Training has been provided to DBVI staff, encouraging them to determine and document how the caller learned about OBG services from DBVI. DBVI staff are also conducting outreach and training sessions with all the CILs and Agencies on Aging (AAAs) in their respective areas. In some cases, CIL staff is on the agenda of these Community Training Programs, helping DBVI seniors learn more about CIL services in their communities.

On the local services level, several SILC members and CIL staff participate on regional advisory boards, committees, and councils to stay informed about the services of other organizations and share this information among pertinent parties. SILC members and CIL staff often receive in-service trainings from other community and statewide agencies to ensure that they are aware of other services and any new programs. Due to limited funding and the current economic climate in Virginia, both the SILC and the network of the CILs are aware that services should not be duplicated. Referrals, therefore, are often made to other agencies such as the Agencies on Aging, Community Services Boards, the Veteran?s Administration, DBVI, and colleges/universities. Many of the CILs collaborate with the disAbility Law Center of Virginia to have "Office Hours" in which the staff comes to the CILs on specific days to provide one-to-one consultation to people with disabilities about advocacy and legal issues related to the rights as a person with a disability. These efforts are ongoing in order to facilitate the sharing of information and addressing potential problems among consumers, advocacy groups and local/state agencies.

Each CIL receives and adheres to the ?Programmatic and Fiscal Policies and Procedures? Manual that is compiled by the DARS IL Unit. The manual makes it clear under services delivery that:

"The CIL shall seek other available resources in the community to avoid unnecessary duplication of services, and shall enter into cooperative agreements with other agencies and service providers when appropriate for the provision of effective and timely services."

The staff members of the Virginia CILs are proficient at providing I&R services to individuals requesting it. In addition, the CILs coordinate services with each of these programs:

Special Education - The CILs share information about IL services with school systems and participate in IEP meetings, as requested. Some members of the CIL Network serve in the State Special Education Advisory Council. The SILC has representatives who serve on Community Integration Advisory Commission alongside State Special Education officials.

Vocational Education - The CILs refer interested consumers to vocational and technical education programs and participate in individual employment planning. The CILs are also vendors of the state VR system and provide prevocational services such as transportation planning, appropriate behavior and dress in the workplace, and using the computer to conduct a job search.

Developmental Disabilities services - CILs work with and refer to the local Community Services Boards. CIL representatives are participating in the DOJ/DBHDS housing workgroup and the Community Integration Advisory Commission. Ex officio members of the SILC include a representative from DBHDS. Lastly, two grants from the Virginia Board for People with Disabilities were awarded to VACIL.

Public Health - CILs provide information about adequate health care and the availability of medical services and clinics.

Mental Health - CILs work with and refer to the local Community Services Boards, as appropriate.

Housing - CILs work with and refer to the local public housing agencies, private landlords, and Statewide housing workgroups, as well as offer public comments into regional consolidated and comprehensive plans.

Transportation - CILs work with and participate in local transportation planning groups and advisory councils. On a statewide level, the CILs have worked with and advised the Department of Rail and Public Transportation about the needs of individuals with disabilities.

Veterans? Services - CILs work with and refer to local veterans /wounded warrior programs. For example, the disAbility Resource Center in Fredericksburg has created an outreach program specifically for veterans.

Programs under XVIII - XX of the Social Security Act - Several of the CILs are already providing SSA benefits planning. Recently, the IL Unit of DARS paid for an additional six CIL staff to be trained in the Cornell Certification in Benefits and Work Planning, as a strategy to expand this CIL program.

1.7 Independent Living Services for Individuals who are Older Blind

Describe how the DSU seeks to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under the Older Individuals who are Blind program and that the DSU determines to be effective.

Since its inception in 1922, DBVI has provided an array of services designed to assist people with visual impairments achieve their maximum degree of functional independence, despite loss of vision. DBVI has administered a Title VII, Chapter 2 Older Blind Grant (OBG) since October of 1994. DBVI has found that providing independent living services in consumers? homes and communities is effective in helping them achieve their personal goals. During the previous three fiscal years, an average 81% of OBG consumers served in active status became more independent as a result of program instructions and services. Given the significant gains in independent living skills and confidence in their ability to remain in their homes as reported by the OBG consumers, DBVI plans to continue this direct service delivery approach. The OBG Program Director serves as an ex-officio member of the SILC and regularly reports such positive results to the Council.

Additionally, DBVI has been collaborating with the Virginia Department for the Deaf and Hard of Hearing (VDDHH) to run the I Can Connect VA equipment distribution program for deafblind people. Mandated by the 21st Century Communications and Video Accessibility Act, the Federal Communications Commission (FCC) established this new program to provide support for the local distribution of a wide array of accessible communications technology. At this time, the DBVI Deafblind Program Director is actively working with more than two dozen deafblind consumers throughout Virginia who qualify for the grant. This activity will continue for the next two fiscal years.

## Part II: Narrative: Section 2 - Scope, Extent, and Arrangements of Services

2.1 Scope and Extent

2.1A Check the appropriate boxes in the SPIL Instrument table indicating the types of IL services to be provided to meet the objectives identified in section 1.2 of this SPIL, and whether the services will be provided by the CILs or by the DSU (directly and/or through contract or grant).

|  |  |  |  |
| --- | --- | --- | --- |
| **Table 2.1A: Independent living services** | **Provided by the DSU (directly)** | **Provided by the DSU (through contract and/or grant)** | **Provided by the CILs (Not through DSU contracts/ grants)** |
| Core Independent Living Services - Information and referral | No | Yes | Yes |
| Core Independent Living Services - IL skills training | No | Yes | Yes |
| Core Independent Living Services - Peer counseling  | No | Yes | Yes |
| Core Independent Living Services - Individual and systems advocacy | No | Yes | Yes |
| Counseling services, including psychological, psychotherapeutic, and related services | No | Yes | No |
| Services related to securing housing or shelter, including services related to community group living, and supportive of the purposes of this Act and of the titles of this Act, and adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by, individuals with significant disabilities) | No | Yes | No |
| Rehabilitation technology | No | Yes | No |
| Mobility training | No | Yes | Yes |
| Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services | No | Yes | No |
| Personal assistance services, including attendant care and the training of personnel providing such services | No | Yes | Yes |
| Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services | No | Yes | No |
| Consumer information programs on rehabilitation and IL services available under this Act, especially for minorities and other individuals with disabilities who have traditionally been unserved or underserved by programs under this Act | No | Yes | No |
| Education and training necessary for living in the community and participating in community activities | No | Yes | No |
| Supported living | No | Yes | No |
| Transportation, including referral and assistance for such transportation | No | No | No |
| Physical rehabilitation | No | Yes | Yes |
| Therapeutic treatment | No | Yes | No |
| Provision of needed prostheses and other appliances and devices | No | Yes | No |
| Individual and group social and recreational services | No | Yes | No |
| Training to develop skills specifically designed for youths who are individuals with significant disabilities to promote self-awareness and esteem, develop advocacy and self-empowerment skills, and explore career options | No | Yes | No |
| Services for children with significant disabilities | No | No | No |
| Services under other Federal, State, or local programs designed to provide resources, training, counseling, or other assistance of substantial benefit in enhancing the independence, productivity, and quality of life of individuals with significant disabilities | No | Yes | Yes |
| Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future | No | Yes | No |
| Community awareness programs to enhance the understanding and integration into society of individuals with disabilities | No | Yes | No |
| Other necessary services not inconsistent with the Act | No | Yes | No |

2.1B Describe any service provision priorities, including types of services or populations, established for meeting the SPIL objectives identified in section 1.2.

The service provision priorities are:

1) Systems change advocacy services in the areas of accessible and affordable housing, public and accessible transportation, and personal assistance.

2) Relocation from a nursing home or other institution into the community.

Priority populations are:

1) Persons currently residing in nursing homes or other institutions;

2) Minority populations (as identified by 704 data)

3) Youth with disabilities (ages 14 to 26 years old)

2.1C If the State allows service providers to charge consumers for the cost of services or to consider the ability of individual consumers to pay for the cost of IL services, specify the types of IL services for which costs may be charged and for which a financial need test may be applied, and describe how the State will ensure that:

* Any consideration of financial need is applied uniformly so that all individuals who are eligible for IL services are treated equally; and
* Written policies and consumer documentation required by 34 CFR 364.59(d) will be kept by the service provider.

Indicate N/A if not applicable.

N/A

2.2 Arrangements for State-Provided Services

2.2A If the DSU will provide any of the IL services identified in section 2.1A through grants or contractual arrangements with third parties, describe such arrangements.

The Department for Aging and Rehabilitative Services awards grant contracts to the CILs on a non-competitive basis for systems change advocacy, delineated under Goal II in the SPIL. Additionally, the DSU contracts with VACIL to coordinate the activities of the Part B projects on a statewide basis.

Further, the Department for Aging and Rehabilitative Services (DARS) and the Department for the Blind and Vision Impaired (DBVI) have an agreement in place that specifies the annual transfer of $198,516 from DARS State General Funds to DBVI for the purpose of continuing IL services. The transferred funds are used to provide a small part of salaries for twenty-two rehabilitation teachers at DBVI. Rehabilitation teaching/Independent living services consist of, among other things: adaptive skills of blindness training, IL skills training, ADL skills training, communication skills training, low vision aids training, information and referral, peer counseling, adjustment to blindness counseling, and individual and systems advocacy.

2.2B If the State contracts with or awards a grant to a center for the general operation of the center, describe how the State will ensure that the determination of an individual's eligibility for services from that center shall be delegated to the center.

The responsibility for eligibility determination is delegated to the CILs.

## Part II: Narrative: Section 3 - Design for the Statewide Network of Centers

3.1 Existing Network

Provide an overview of the existing network of centers, including non-Part C-funded centers that comply with the standards and assurances in section 725 (b) and (c) of the Act, and the geographic areas and populations currently served by the centers.

The Commonwealth of Virginia is fortunate to have fifteen fully functional and compliant CILs and five Satellite CILs which will eventually be fully functional free-standing and compliant Centers for Independent Living. These programs cover all but 3 1/2 planning districts in the State, including the counties of Rappahannock, Culpeper, Madison, Orange, Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway, Prince Edward, Brunswick, Halifax, Mecklenberg, Lancaster, Northumberland, Richmond and Westmoreland. All 15 free-standings Centers receive State General Funds and Federal Part B Funds. Six of the fifteen Centers also receive Federal Part C Funds. All Centers are actively involved as a member of the Virginia Association of Centers for Independent Living and are active partners with the SILC and the DSUs.

The Peninsula Center for Independent Living (PCIL) assists with services on the Eastern Shore, though there is a state-funded Center located there. An agreement now in place assures that PCIL will provide assistance with direct services, advocacy, and technical assistance to boost the relatively small amount of resources allocated to the State funded Eastern Shore Center for Independent Living (ESCIL).

All localities described above work cooperatively to provide a full complement of services and advocacy to consumers in the respective localities.

Service areas are based on availability of State and Federal Parts B and C dollars and can be changed within the three-year SPIL cycle. The service areas and demographics for Virginia CILs are listed below.

FEDERALLY FUNDED PART C CENTERS FOR INDEPENDENT LIVING

ENDEPENDENCE CENTER OF NORTHERN VIRGINIA

Area served - Cities of Arlington, Alexandria, Fairfax, Falls Church; Counties of Fairfax, Loudoun, Prince William. (Subsequent to the awarding of the original Part C grant funds for the Center, a Satellite Center was established using State dollars in Loudoun due to the large and dense population in that area and another Center was established serving an area which includes the County of Prince William.)

State Funding - $329,875

Federal Part C Funding - $403,675

Federal Part B Funding - $29,000

\*Total Population ? 2,178,524

Number of People with Disabilities ? 239,637

Percentage of People with Disabilities - 11%

\*\*Number of Consumers served 2012 - 637

ENDEPENDENCE CENTER, INC.

Area served - Cities of Norfolk, Virginia Beach, Chesapeake, Suffolk, Portsmouth; Counties of Chesapeake, Norfolk, Suffolk, Isle of Wight, Southampton, Franklin. (Subsequent to the original Part C grant for the Center, an additional Center was established that other serves an area which includes Franklin.)

State Funding - $431,988

Federal Part C Funding - $351,362

Federal Part B Funding - $29,000

Total Population - 1,238,629

Number of People with Disabilities - 198,180

Percentage of People with Disabilities - 16%

Number of Consumers served 2012 - 949

PENINSULA CENTER FOR INDEPENDENT LIVING

Area served - Cities of Hampton, Newport News, Williamsburg; Counties of James City, York, Poquoson, Northampton, Accomack. (Subsequent to the original Part C grant for the Center, an additional state-funded Center was established that serves an area which includes Accomack and Northampton Counties.)

State Funding - $218,369

Federal Part C Funding - $259,184

Federal Part B Funding - $29,000

Total Population ? 476,846

Number of People with Disabilities 76,295

Percentage of People with Disabilities - 16%

Number of Consumers served 2012 - 1173

RESOURCES FOR INDEPENDENT LIVING

Area served - City of Richmond; Counties of Henrico, Chesterfield, Hanover, New Kent

State Funding - $451,530

Federal Part C Funding - $351,362

Federal Part B Funding - $29,000

Total Population ? 1,891,358

Number of People with Disabilities - 283,703

Percentage of People with Disabilities - 15%

Number of Consumers served 2012 - 1344

BLUE RIDGE INDEPENDENT LIVING CENTER

Area Served - Cities of Roanoke, Salem, Clifton Forge, Covington, and Vinton; Counties of Roanoke, Botetourt, Craig, Allegheny

State Funding - $228,521

Federal Part C Funding - $300,083

Federal Part B Funding - $29,000

Total Population ? 282,816

Number of People with Disabilities - 53,795

Percentage of People with Disabilities - 19%

Number of Consumers served 2012 - 925

VALLEY ASSOCIATES FOR INDEPENDENT LIVING

Area served - Cities of Buena Vista, Harrisonburg, Lexington, Staunton, Waynesboro; Counties of Rockingham, Highland, Augusta, Bath, Rockbridge

State Funding - $160,979

Federal Part C Funding - $87,424

Federal Part B Funding - $29,000

Total Population ? 286,687

Number of People with Disabilities - 48,736

Percentage of People with Disabilities - 17%

Number of Consumers served 2012 - 448

STATE FUNDED CENTERS FOR INDEPENDENT LIVING

ACCESS INDEPENDENCE

Area served - City of Winchester; Counties of Frederick, Clarke, Warren, Page, Shenandoah

State Funding - $403,449

Federal Part C Funding - $0

Federal Part B Funding - $29,000

Total Population ? 222,026

Number of People with Disabilities - 33,303

Percentage of People with Disabilities - 15%

Number of consumers served 2012 - 394

APPALACHIAN INDEPENDENCE CENTER

Area Served - Cities of Abingdon, Galax and Bristol; Counties of Washington, Grayson, Smyth, Wythe, Bland, Carroll

State Funding - $337,267

Federal Part C Funding - $0

Federal Part B Funding - $29,000

Total Population ? 201,786

Number of People with Disabilities - 46,410

Percentage of People with Disabilities - 23%

Number of Consumers served 2012 - 135

CLINCH INDEPENDENT LIVING SERVICES

Area served - City of Grundy; Counties of Dickenson, Buchanan, Russell, Tazewell

State Funding - $254,676

Federal Part C Funding - $0

Federal Part B Funding - $29,000

Total Population ? 113,976

Number of People with Disabilities - 35,332

Percentage of People with Disabilities - 31%

Number of Consumers served 2012 - 852

disABILITY RESOURCE CENTER

Area served - City of Fredericksburg; Counties of Caroline, Spotsylvania, Stafford, King George

State Funding - $234,890

Federal Part C Funding - $0

Federal Part B Funding - $29,000

Total Population ? 327,773

Number of People with Disabilities - 36,055

Percentage of People with Disabilities - 11%

Number of Consumers served 2012 - 731

EASTERN SHORE CENTER FOR INDEPENDENT LIVING

Area served - Counties of Accomack, Northampton

State Funding - $ 216,501

Federal Part C Funding - $0

Federal Part B Funding - $29,000

Total Population ? 45,553

Number of People with Disabilities - 9110

Percentage of People with Disabilities - 20%

Number of Consumers served 2012 - 180

INDEPENDENCE EMPOWERMENT CENTER

Area served - Cities of Manassas, Manassas Park, Warrenton; Counties of Prince William, Fauquier

State Funding - $242,258

Federal Part C Funding - $0

Federal Part B Funding - $29,000

Total Population ? 528,910

Number of People with Disabilities - 52,891

Percentage of People with Disabilities - 10%

Number of Consumers served 2012 - 616

INDEPENDENCE RESOURCE CENTER

Area served - City of Charlottesville; Counties of Albemarle, Fluvanna, Louisa, Greene, Nelson

State Funding - $452,226

Federal Part C Funding - $0

Federal Part B Funding - $29,000

Total Population ? 234,714

Number of People with Disabilities - 32,859

Percentage of People with Disabilities - 14%

Number of Consumers served 2012 - 420

JUNCTION CENTER FOR INDEPENDENT LIVING

Area served - City of Norton; Counties of Lee, Scott, Wise

State Funding - $383,213

Federal Part C Funding - $0

Federal Part B Funding - $29,000

Total Population ? 94,174

Number of People with Disabilities - 26,368

Percentage of People with Disabilities - 28%

Number of Consumers served 2012 - 947

LYNCHBURG AREA CENTER FOR INDEPENDENT LIVING

Area served - Cities of Lynchburg, Bedford; Counties of Amherst, Appomattox, Bedford, Campbell

State Funding - $253,996

Federal Part C Funding - $0

Federal Part B Funding - $29,000

Total Population ? 252,638

Number of People with Disabilities - 48,001

Percentage of People with Disabilities - 19%

Number of Consumers served 2012 ? 574

SATELLITE CENTERS FOR INDEPENDENT LIVING

Note: The five Satellite Centers in Virginia are not, at the present time, compliant with Section 725 of the Rehabilitation Act. As new Part C or State Funding become available, the plan is for each Satellite Center to break off from the Parent CIL and become an independent CIL, compliant with all Standards and Assurances outlined in the Act.

CRATER DISTRICT CIL SATELLITE (Parent CIL: RIL)

Area served - Cities of Colonial Heights, Emporia, Hopewell, Petersburg; Counties of Dinwiddie, Greensville, Prince George, Surry, Sussex

State Funding - $ 75,154

Federal Part C Funding - $0

Federal Part B Funding - $0

NEW RIVER VALLEY SATELLITE OFFICE (Parent CIL: BRILC)

Area served - Cities of Radford, Blacksburg, Christiansburg, Pulaski; Counties of Giles, Montgomery, Pulaski, Floyd

State Funding - $81,349

Federal Part C Funding - $0

Federal Part B Funding - $0

MIDDLE PENINSULA SATELLITE (Parent CIL: PCIL)

Area served - Counties of Essex, Gloucester, King & Queen, King William, Mathews, Middlesex

State Funding - $7,760

Federal Part C Funding - $0

Federal Part B Funding - $0

LOUDOUN ENDEPENCE CENTER SATELLITE (Parent CIL: ECNV)

Area served - County of Loudoun

State Funding - $7,760

Federal Part C Funding - $0

Federal Part B Funding - $0

INDEPENDENT LIVING SERVICES FOR THE PIEDMONT AREA (Parent CIL: BRILC)

Area served - Cities of Danville, Martinsville; Counties of Franklin, Patrick, Henry, Pittsylvania

State Funding - $152,500

Federal Part C Funding - $0

Federal Part B Funding - $0

\*Population according to 2010 US Census

\*\*Consumers served according to FY 2012 704 Reports

All Centers, including those that are State funded as well as those that are federally funded, are compliant to Section 725 (b) and (c) of the Act as documented be routine Site Visit reviews every three years. The Virginia Network of CILs is also active in State issues which effect persons with significant disabilities. Examples of these include: overall Medicaid, Money Follows the Person, housing and statewide waiver issues.

3.2 Expansion of Network

Describe the design for the further expansion of the network, including identification of the unserved and underserved areas in the State and the order of priority for serving these areas as additional funding becomes available (beyond the required cost-of-living increase).

The current Satellite Center covering Planning District 12, including the Cities of Danville and Martinsville, and the Counties of Franklin, Patrick, Henry, and Pittsylvania, is planned to be fully funded and operated as a fully compliant CIL by the end of calendar year 2013. A State funded Center was previously dissolved in this area in 2011. Further expansion is contingent upon new funding for the following priorities:

1) Fully fund the remaining three Satellite Centers making them independent non profit Centers with fully functional Boards of Directors. These areas where Satellite Centers currently exist include:

Planning District 4: The service area covers the cities of Radford, Blacksburg, Christiansburg, Pulaski and the counties of Giles, Pulaski, Floyd, and Montgomery.

Planning District 19: The service area covers the cities of Colonial Heights, Emporia, Hopewell, and Petersburg, and the Counties of Dinwiddie, Greensville, Prince George, Surry, and Sussex.

Planning District 18: The service area includes the Counties of Essex, Gloucester, King & Queen, King William, Mathews, and Middlesex.

Note: As one gets awarded fully the next one on the listing will become the priority.

2) The next priority is those Planning Districts that are completely UNSERVED including:

Planning District 9 (partial): The service area includes the counties of Rappahannock, Culpeper, Madison, and Orange;

Planning District 14: The district includes the Counties of Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway and Prince Edward.

Planning District 13: The areas covers the City of South Boston and the Counties of Brunswick, Halifax and Mecklenberg.

Planning District 17: The area includes the Counties of Lancaster, Northumberland, Richmond, and Westmoreland.

Note: As one gets awarded fully, the next one on the listing will become the priority.

Underserved areas in Virginia are identified Satellite Centers and are intended to be full Centers for Independent Living as adequate funding becomes available. They take precedence over completely unserved areas because they serve discrete geographic areas from those of established Centers and are currently funded at a very minimum level with State dollars. Prioritizing these first ensures continued access by consumers and will increase the Network and the number of Centers at a faster pace.

A minimum funding of $250,000 is adopted from the National Council on Independent Living (NCIL) and will include both Federal and State permanent Independent Living dollars.

If a currently funded Part C Center lost funding, due to unforeseen circumstances or non compliance issues, Virginia would support a competitive RFP process in the same catchment area, taking precedence over current priorities laid out previously stated in the 2014-2016 State Plan for Independent Living. Notice inviting applications would be made and the SILC and DSU would support that group in Federal and/or State application process.

Should additional Part C funds above COLA yet under the $250,000 minimum become available (including existing State funds as a part of that total), funds would be distributed equally among the existing Federally funded CILs.

3.3 Section 723 States Only

3.3A If the State follows an order of priorities for allocating funds among centers within a State that is different from what is outlined in 34 CFR 366.22, describe the alternate order of priority that the DSU director and the SILC chair have agreed upon. Indicate N/A if not applicable.

N/A

3.3B Describe how the State policies, practices and procedures governing the awarding of grants to centers and the oversight of these centers are consistent with 34 CFR 366.37 and 366.38.

N/A

## Part II: Narrative: Section 4 - Designated State Unit (DSU)

4.1 Administrative Support Services

4.1A Describe the administrative support services to be provided by the DSU for the SILS (Part B) program and, if the State is a Section 723 State, for the CIL (Part C) program.
Refer to the SPIL Instructions for additional information about administrative support services.

The DSU (Department for Aging and Rehabilitative Services) provides the administrative support of the State Independent Living Services (SILS) Part B program by developing and disseminating grant packages and awards, processing payments of Part B funds, tracking expenditures, tracking measurable outcomes, assuring compliance with state policies and procedures, and providing both fiscal and programmatic technical assistance. Administrative support also includes site visit reviews, audits as necessary, and staff training to both the SILC and the CIL staffs as requested. The IL Program Director’s position is supported by state general funds.

4.1B Describe other DSU arrangements for the administration of the IL program, if any.

Programs funded under Chapter I, Part B are carried out through a grant with each of the fifteen Centers for Independent Living, as delineated in Goal II. Grants are administrated by the Department for Aging and Rehabilitative Services (DARS). Report data and outcomes are shared on a quarterly basis with the SILC. Program efforts are systems advocacy in nature and are coordinated with the State?s Office of Community Integration, and the eighteen other State Agencies which share in the responsibilities of Virginia?s Olmstead Plan.

## Part II: Narrative: Section 5 - Statewide Independent Living Council (SILC)

5.1 Resource plan

5.1A Describe the resource plan prepared by the SILC in conjunction with the DSU for the provision of resources, including staff and personnel, made available under parts B and C of chapter 1 of title VII, section 101(a)(18) of the Act, and from other public and private sources that may be necessary to carry out the functions of the SILC identified in section 705(c). The description must address the three years of this SPIL.

* Refer to the SPIL Instructions for more information about completing this section.

For more information click the icon.

Funding for the SILC Resource Plan is utilized to carry out the statutory duties outlined in Section 705(c) of the Rehabilitation Act. Specifically, the resource plan expenditures include lodging, meals, and mileage to enable Council members and staff to attend quarterly meetings;training costs for staff and members; reasonable accommodations such as sign language interpreters and personal assistance services; equipment, postage, supplies, copier, printing and telecommunications. The salaries for the SILC Administrator and the administrative assistant are paid through state match funds.

Sources and Amounts (from SILC Resource Plan) - Year 1:

Title VII Funds, Chapter 1, Part B - $38,357

Other Federal Funds, Section 101 (a)(18), I&E - $35,410

Non-Federal Funds, State Funds - $47,146 (Title VII Part B State G/F match)

Sources and Amounts (from SILC Resource Plan) - Year 2:

Title VII Funds, Chapter 1, Part B - $38,357

Other Federal Funds, Section 101 (a)(18), I&E - $30,410

Non-Federal Funds, State Funds - $47,146 (Title VII Part B State G/F match)

Sources and Amounts (from SILC Resource Plan) - Year 3:

Title VII Funds, Chapter 1, Part B - $38,357

Other Federal Funds, Section 101 (a)(18), I&E - $30,410

Non-Federal Funds, State Funds - $47,146 (Title VII Part B State G/F match)

5.1B Describe how the following SILC resource plan requirements will be addressed.

* The SILC's responsibility for the proper expenditure of funds and use of resources that it receives under the resource plan.

The SILC determines an annual budget for the resource plan and all programs which are guided through the SPIL, in concert with DSU partner(s). Expenditures are paid and tracked through the DSU as the Fiscal Agent. All financial transactions and record-keeping are made in compliance with applicable EDGAR fiscal and accounting requirements, as well as applicable DARS financial policies and procedures. All SILC financial reports and records are subject to audits and compliance reviews, and are reconciled on a monthly basis by the Administrator. The Administrator also has the responsibility of obtaining departmental approvals of all resource plan expenditures in advance. Invoices are paid within 30 days of receipt.

The SILC Executive Committee and full Council monitor the resource plan and programmatic budgets through quarterly reports which are presented at the SILC meetings. Grants and contracts are made according to the SPIL and are monitored by both the SILC and the two DSUs. All Virginia SILC meetings are open to the public and the corresponding supporting documents are available for the public?s review. Comments from the public about any budgetary or spending concerns are taken and considered.

* Non-inclusion of conditions or requirements in the SILC resource plan that may compromise the independence of the SILC.

The Council is well-informed about resource plan fiscal matters, because the budget is discussed at each quarterly meeting and is a set item on the agenda. Verbal reports are supplemented with written quarterly financial statements. In addition, a Cooperative Agreement has been established between DARS and DBVI to:

1) Identify and assure the autonomy of the Statewide Independent Living Council

2) Identify and assure fiscal responsibility for and autonomy of the Statewide Independent Living Council Administrator (Staff to the SILC)

3) Identify the responsibilities of non-voting members of the SILC who represent DARS and DBVI, including fiscal and programmatic responsibilities

4) Identify the fiduciary responsibilities of DARS when accepting Title VII, Part B funds of behalf of the State

5) Identify independent living services responsibilities of DBVI and DARS.

The agreement states, "DARS and DBVI fully support the necessary autonomy of the Statewide Independent Living Council as cited and mandated in both State and Federal Code." The agreement covers a three year period commensurate with the new SPIL.

* Reliance, to the maximum extent possible, on the use of resources in existence during the period of implementation of the State plan.

The 2014-2016 SPIL goals and objectives were developed based on realistic and conservative financial projections. The SILC also carefully considered the SPIL criteria with input from the public, feedback obtained from the CIL network and staff, and in light of the current economic climate in the state and nation. The SILC, through the SPIL, will utilize limited funding to continue system change advocacy efforts and to sustain the network of the CILs. These efforts are already in place within the CIL network and obviously resulting in positive impacts on the lives of Virginians with disabilities. Based on limited staffing and funding levels, the resource plan is consistent with available resources and its goals/objectives are realistically feasible within the three-year SPIL period.

5.2 Establishment and Placement

Describe how the establishment and placement of the SILC ensures its independence with respect to the DSU and all other State agencies. Refer to the SPIL Instructions for more information about completing this section.

The SILC was created by an Act of the Virginia General Assembly in 1994 as outlined in Section 51.5-164 of the Code of Virginia:

? 51.5-164. Statewide Independent Living Council created.

The Statewide Independent Living Council is hereby created to plan, together with the Department, activities carried out under Title VII of the federal Rehabilitation Act of 1973 (29 U.S.C. ? 796 et seq.) and to provide advice to the Department regarding such activities. Membership and duties shall be constructed according to federal provisions. The Department shall provide staff support for the Council.

(1994, c. 81, ? 51.5-25.1; 2006, cc. 110, 169; 2007, cc. 473, 556; 2011, cc. 7, 166; 2012, cc. 803, 835.)

At the time of this SPIL?s filing, the DSU (DARS) is in the process of submitting a legislative proposal to update the language used in the State Code.

5.3 Appointment and Composition

Describe the process used by the State to appoint members to the SILC who meet the composition requirements in section 705(b). Refer to the SPIL Instructions for more information about completing this section.

Members of the Council are appointed by the Governor of Virginia. The SILC and the DSUs recommend nominees to the Secretary of the Commonwealth for the Governor to consider for appointment as vacancies occur. These recommendations are based upon membership and composition requirements defined in Title VII of the Rehabilitation Act Amendments of 1992. Yearly board profiles are submitted to the Secretary of the Commonwealth and contain detailed updates about membership composition and other pertinent matters. Other recommendations for appointments to the Council may be made from independent sources. Once the appointment is confirmed, a new member receives a comprehensive policy and procedures manual and attends an orientation session prior to voting at the first meeting. Existing members are invited to the orientations and may serve as mentors to assist in further developing a new member?s qualifications. The SILC Administrator also keeps in frequent contact with new members to ensure that they understand the material and to answer any pertinent questions. One Virginia SILC member is a CIL Director nominated by the Virginia Association of Centers for Independent Living, and two members serve as representatives from the DSUs.

The Chair of the Council is elected by the membership for a one year term with a limit of two terms. Council members are appointed for a three year term with the possibility of reappointment to a second three year term. No member may serve more than two consecutive terms. This process is outlined within the By-Laws of the Virginia SILC.

5.4 Staffing

Describe how the following SILC staffing requirements will be met.

* SILC supervision and evaluation, consistent with State law, of its staff and other personnel as may be necessary to carry out its functions.

The SILC Administrator is a state employee, and as such, all personnel rules and evaluation processes are conducted in accordance with the Commonwealth?s law. The Administrator is not associated with Independent Living Section within DARS. While the Assistant Commissioner of DARS is required to have sign-off authority on performance reviews and personnel issues of the Administrator position, the SILC Chairperson maintains oversight and supervision of the position, as related to Council activities, and completes an addendum which is part of the yearly performance evaluation.

The sole administrative assistant is also a state employee, and all personnel rules and evaluation processes apply. Oversight, maintenance and evaluations are conducted by the Administrator.

The current SILC staff will maintain a separate relationship from that associated with other DSU staff who provide services to the Council and/or serve as ex-officio SILC members.

* Non-assignment of duties to SILC staff and other personnel made available by the DSU, or any other State agency or office, that would create a conflict of interest while assisting the SILC in carrying out its duties.

According to the SILC?s Programmatic and Fiscal Policies and Procedures Manual, "The Executive Committee evaluates the performance of the Administrator and completes the evaluation form by the deadline set forth in the performance review cycle. The form is sent to the Administrator?s supervisor as an addendum to overall performance evaluation. The Employee Work Profile (e.g., job description) is reviewed and updated yearly by the Administrator. The Administrator?s immediate supervisor signs the profile and submits it to the Human Resources Unit of DARS." Additionally, the Administrator provides a written report of operational duties on a quarterly basis at each Executive Committee meeting. The Committee reviews and discusses the Administrator?s job duties to ensure that daily operational functions of the SILC are carried out appropriately. Adjustments are made if needed and submitted to the Administrator?s immediate supervisor.

## Part II: Narrative: Section 6 - Service Provider Requirements

Describe how the following service provider requirements will be met:

6.1 Staffing

* Inclusion of personnel who are specialists in the development and provision of IL services and in the development and support of centers.

Virginia has a network of 15 Centers for Independent Living which are fully compliant with the Standards and Assurances contained in Title VII of the Rehabilitation Act, as amended. Most all Independent Living money that comes to the Commonwealth is granted to the Centers and Satellite Centers. Each Center has separate grants through the Department for Aging and Rehabilitative Services (DARS) for Title VII, Part B program activity and State General Fund dollars. State dollars also include a portion of Program Income funds which are generated by Federal dollars. Within both Part B and State contracts, each of the 15 CILs are required to meet with Section 725 of the Rehabilitation Act, Standards and Assurances. Virginia?s monitoring and compliance mandates are met through each of the following:

CIL SITE VISIT REVIEWS -- DARS reviews 5 Centers each year using a modified version of the Federal CIL Site Visit Instrument. Follow up reviews as well as reviews responding to concerns are also conducted. The reviews include DARS fiscal and program staff as well as a Peer Reviewer from the Virginia Association of Centers for Independent Living (VACIL). After the review is published in final form, it becomes a public document. Personnel at all Centers are specialists in Independent Living. Additionally, IL Administrative staff at the DSU has several years of experience in Independent Living.

CIL 704 REPORT REVIEW - Each Center in Virginia, regardless of funding base, is required to complete a yearly 704 Report. Quarterly Reports, which are mandated by Grant Awards, are also generated by the 704 reporting format using Virginia?s CIL data collection system IOnline. The DARS Independent Living Office and the SILC review reports and use the data from the reports on a regular basis.

CIL SATISFACTION SURVEY - The DSU and the Network of CILs collaborate on a statewide CIL Consumer Satisfaction Survey at least once every 4 years. Data is analyzed by DARS Staff and shared with CILs, the SILC and often State legislators and policy makers.

CIL POLICY MANUAL - A CIL Policy Manual, generated by DARS, is shared with each CIL and contains State and Federal requirements well as compliance mandates. The Manual is reviewed and updated regularly.

CIL TRAINING AND TECHNICAL ASSISTANCE - DARS and the SILC collaborate about statewide CIL trainings on a regular basis. DARS also provides regular technical assistance as requested, or as required when concerns with a particular CIL occurs.

CONTRACTUAL SIGNOFF OF STANDARDS AND ASSURANCES - Each Center for Independent Living signs off on the Standards and Assurances when receiving state or federally funded Independent Living Grant Awards.

* Availability, to the maximum extent feasible, of personnel able to communicate (1) with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication devices, Braille, or audio tapes and (2) in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act.

Through Grant Awards each of Virginia?s 15 CILs is required to meet mandates in the following areas:

PERSONNEL ADMINISTRATION (Sec. 12(c), 704(m) of the Act; 34 DFS 364.23)

PERSONNEL DEVELOPMENT (Sec. 12(c), 704 (m) of the Act; 34 CFR 364.24)

AFFIRMATIVE ACTION (Sec.704(m)(2) of the Act; 34 CFR 364.31)

NONDESCRIMINATION (34 CFR 76.500)

* Establishment and maintenance of a program of staff development for all classes of positions involved in providing IL services and, where appropriate, in administering the CIL program, improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy.

Independent Living Services, funded by Federal Part C and Part B funds, State General Funds and other Federal Program funds, are provided by Centers for Independent Living that meet all personnel requirements cited within the Rehabilitation Act. Staff development is actively encouraged and reviewed by the DSU during the Site Visit process. Additionally funds are periodically provided by the DSU to both strengthen existing staff and also assist them in attaining new skills.

* Affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.

All Centers for Independent Living in Virginia, as well as both DSUs, have Affirmative Action Plans consistent with Section 503 of the Rehabilitation Act. Management Independent Living staff at both of Virginia?s DSUs are persons with disabilities who have a significant level of expertise in Independent Living.

6.2 Fiscal Control and Fund Accounting

* Adoption of those fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for funds made available through parts B and C of chapter 1 of title VII of the Act, in addition to complying with applicable EDGAR fiscal and accounting requirements.

Through individual award documents and the CIL Policy Manual, and, substantiated by regular Site Visits, each of the 15 Centers within Virginia?s CIL network is required to meet compliance with the Rehabilitation Act Title VII Standards and Assurances and also Financial Requirements set forth in (Sec 704(M)(3): 34 CFR 364-35) The Centers are also required to meet State fiscal standards and policies. Additionally all Centers submit two seperate quarterly fiscal reports, one for Part B grants and one for State grants. The fiscal reports are actively monitored by the DSU. The DSU maintains overall oversight and fiscal control for the Part B grant awarded to Virginia.

6.3 Recordkeeping, Access and Reporting

* Maintenance of records that fully disclose and document the information listed in 34 CFR 364.35.

Each of the 15 Centers for Independent Living is required to meet the following standards with regard to recordkeeping, access and reporting, as mandated by 34 CFR 364.35; CFR 364.36; 34 CFR 364.37.

Areas include:

MAINTENANCE OF RECORDS THAT FULLY DISCLOSE AND DOCUMENT INFORMATION LISTED IN 34 CFR 364.35.

SUBMISSION OF QUARTERLY AND ANNUAL PERFORMANCE AND FISCAL REPORTS AS DETERMINED BY BOTH RSA AND DARS.

ACCESS TO DARS AND RSA OFFICIALS TO INFORMATION LISTED IN 34 CFR 364.37, WITH REGARD TO AUDITS, EXAMINATIONS, SITE VISIT REVIEWS AND OTHER COMPLIANCE REVIEWS.

* Submission of annual performance and financial reports, and any other reports that the Secretary determines to be appropriate

Each Center for Independent Living is required to submit annual performance and financial reports (consistent with the Federal 704 Report) to DARS, with copies to the Statewide Independent Living Council. Information contained in 34 CFR 364.37 regarding State funded Centers for Independent Living that receive minimal Part B funding (under $30,000), is accessible by the Secretary through DARS (one of the two DSUs).

* Access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, for the purpose of conducting audits, examinations, and compliance reviews, to the information listed in 34 CFR 364.37.

Information contained in 34 CFR 364.37, regarding State funded Centers for Independent Living that receive minimal Part B funding (under $30,000), is accessible by the Secretary through DARS (one of the two DSUs).

6.4 Eligibility

* Eligibility of any individual with a significant disability, as defined in 34 CFR 364.4(b), for IL services under the SILS and CIL programs.

Through Grant Awards, each Center for Independent Living in Virginia?s CIL network is required to maintain compliance with the Rehab Act?s Section 725 Standards and Assurances and the following Federal requirements.

ELIGIBILITY (Secs.7(21)(B) and 703 of the Act; 34 CFR 364.51.

PROVISION OF SERVICES IN ACCORDANCE WITH THE INDEPENDENT LIVING PLAN, MUTUALLY AGREED UPON BY THE INDIVIDUAL WITH A DISABILTY AND THE CIL, UNLESS OTHERWISE WAIVED Sec. 364.52.

* Ability of any individual to seek information about IL services under these programs and to request referral to other services and programs for individuals with significant disabilities.

Through Grant Awards, each Center for Independent Living in Virginia?s CIL network is required to maintain compliance with the Rehab Act?s Section 725 Standards and Assurances with regard to the Four Core Services. The referral process is active through each local Center for Independent Living. Both the CILs and DSUs have strong and ongoing relationships with local, regional and statewide providers who serve people with disabilities.

* Determination of an individual's eligibility for IL services under the SILS and CIL programs in a manner that meets the requirements of 34 CFR 364.51.

Eligibility for Independent Living Service under the SILS and CIL program meets the requirements of 34 CFR 364.51. Eligibility follows Federal and State guidelines and assurance is established through Grant Awards and the CIL Policy Manual. During this SPIL DIRECT SERVICES will not be provided under SILS.

* Application of eligibility requirements without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability of the individual applying for IL services.

Application of eligibility requirements of all CILs in the Virginia CIL Network is met without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability. This is assured through the CIL Policy Manual as well as regular and routine Site Visits.

* Non-exclusion from receiving IL services of any individual who is present in the State and who is otherwise eligible for IL services, based on the imposition of any State or local residence requirement.

N/A

6.5 Independent Living Plans

* Provision of IL services in accordance with an IL plan complying with Sec. 364.52 and mutually agreed upon by the individuals with significant disabilities and the appropriate service provider staff unless the individual signs a waiver stating that an IL plan is unnecessary.

The provision of Independent Living services in accordance with an IL Plan complying with Section 364.52 is met by all Centers for Independent Living in the Virginia Network. Following established guidelines, Plans are mutually agreed upon by the person with a significant disability and the independent living provider, unless a waiver is signed stating that a Plan is not necessary. Review and follow up on this happens through the State Site Review Process.

6.6 Client Assistance Program (CAP) Information

* Use of accessible formats to notify individuals seeking or receiving IL services under chapter 1 of title VII about the availability of the CAP program, the purposes of the services provided under the CAP, and how to contact the CAP.

Through Grant Awards, each CIL is required to notify consumers served under Chapter 1, Title VII of the availability of the CAP program, using alternative formats as necessary or requested. This is monitored through the State Site Review Process.

6.7 Protection, Use and Release of Personal Information

* Adoption and implementation of policies and procedures meeting the requirements of 34 CFR 364.56(a), to safeguard the confidentiality of all personal information, including photographs and lists of names.

Through Grant Awards, each CIL in the network is required to maintain release of personal information compliance under 34 CFR 364.56.

## Part II: Narrative: Section 7 - Evaluation

Describe the method that will be used to periodically evaluate the effectiveness of the plan in meeting the objectives established in Section 1. The description must include the State's evaluation of satisfaction by individuals with significant disabilities who have participated in the program.

Section 7: Evaluation

|  |  |
| --- | --- |
| **Goal(s) and the related Objective(s) from Section 1** | **Method that will be used to evaluate** |
| Goal IGoal IIGoal IIIGoal IV | SPIL Implementation Timeline:One of the methods that the SILC employs to evaluate the effectiveness of the Plan is the SPIL Implementation Timeline, which tracks goals/objectives/tasks and is developed by the Operations Committee. The Committee is a standing committee of the SILC, consisting of nine members that meet on a quarterly basis. The timeline review is a permanent item on the agenda. The tracking is documented on a matrix and shared with SILC members and DSU representatives. The timeline specifies dates of reviews over a three-year period, tasks to be completed, and the responsible party/parties. |
| Goal IGoal IIGoal IIIGoal IV | CIL Consumer Satisfaction Survey: Surveys are conducted by the funding agency, the Department for Aging and Rehabilitative Services, approximately every few years. Surveys are mailed by the Department, with cooperation from CILs, and analyzed by the Department?s evaluation staff. At the time of this SPIL?s filing, a satisfaction survey is planned for late 2013. The survey will be made available on-line through accessible methods. |
| Goal IGoal IIGoal IIIGoal IV | Quarterly Progress Reports:At each quarterly meeting, SILC Committee members will provide updates on their assigned areas of the SPIL. The reports will focus on overall, statewide progress made toward the SPIL Goals on broad issues such as transportation, housing, accessibility, services to youth with disabilities and those individuals transitioning from nursing homes and other types of institutions. The results are documented onto work plan matrix, and subsequently, included in the 704 Reporting Instrument. These frequent and routine reports help the SILC to build a foundation of consumer needs and issues for the next SPIL cycle, providing the SILC with preliminary findings in which to draft the first SPIL for public commenting and consideration. |
| Goal IGoal IIGoal IIIGoal IV | Public input consisting of emails, survey responses, phone calls, and comments at meetings:Public input about the development and progress of the SPIL is accepted at any time, and this statement is posted on the Virginia SILC website. Input can be submitted using a variety of methods (such as email, written correspondences, or telephonically), depending on the needs and preferences of the individual. The email address, phone and fax numbers for the SILC Administrator are published and made available to the public. Feedback from the public outside of the regularly scheduled meetings is collected by the Administrator and forwarded to the most appropriate party, Committee, and/or the full Council for further consideration and action. |
| Goal IGoal IIGoal IIIGoal IV | Grantee Quarterly Reports:Grant awards will be monitored for measurable outcomes though the grantee quarterly reporting format. Measurable outcomes will be aggregated to assess policy and programmatic changes throughout the State. On a yearly basis, goals, objectives and tasks, as well as grant awards, will be evaluated to ensure that appropriate changes can be made for the following year?s tasks, thereby creating continuous monitoring and refining of the Plan. Additionally, the Part B Project Coordinator attends each SILC meeting and provides a progress report on Part B grant activities to the Council. Any questions or concerns about CIL Part B activities are addressed at this time between the SILC and the Coordinator in a proactive manner. |

## Part II: Narrative: Section 8 - State-Imposed Requirements

8 State-Imposed Requirements

Identify any State-imposed requirements contained in the provisions of this SPIL.

n/a