

# **State Plan for Independent Living (SPIL) for District of Columbia for 2017-2019**

## **General Information**

Designated Agency Identification

State:District of Columbia

Agency:Rehabilitation Services Administration, DC Dept. on Disability Services

Plan for:2017-2019

Submitted in fiscal year:2016

View grant [90IS0061-01](#) 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 on Disability Services - Rehabilitation Services Administration

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.

n/a -

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.

DC 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 Andrew Reese, Interim Director.

## 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 funds. Yes

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](#) and [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, 2016.

#### Section 9: Signature for SILC Chairperson

Name Elver Ariza-Silva

Title Chairperson

Signed? No

Date signed

#### Section 9: Signature for DSU Director

Name Andrew Reese

Title Interim Director

Signed? No

Date signed

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

Is there a Separate State Agency for Individuals Who Are Blind? No

Name

Title

Signed? No

Date signed

## **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: Advocacy

Goal Description:

The DSE, the SILC, and the CIL, will collaboratively provide active support for the equal opportunity, self-determination, and self-respect for people living with disabilities ensuring they have the greatest possible degree of independence in the District of Columbia.

Goal Name: Education

Goal Description:

The DSE, the SILC, and the CIL will merge their efforts to ensure persons with disabilities in the District of Columbia are aware of the resources, services and benefits available for them to take next steps in education, training, community involvement and gainful employment among others. Likewise, educational workshops will be provided to private and public agencies in regards special needs of people with disabilities and how they benefit using their services.

Goal Name: Outreach

Goal Description:

The DSE and SILC will work cooperatively with the CIL to ensure and expand the availability of high-quality person-centered IL services District-wide, to individuals of all racial and ethnic backgrounds and disability groups while maintaining ongoing relationships for support with other agencies District-wide.

Goal Name: Organizational Development

Goal Description:

The DSE, SILC and CIL will collaboratively to support and strengthen the agencies, organizational structure in order to provide an effective IL service delivery system for District

residents with disabilities. The SILC will work toward obtaining adequate membership, meet the laws, understand the IL philosophy and work toward meeting the goals that are in the regulations.

## 1.2 Objectives

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

Goal(s) from Section 1.1	Objective to be achieved	Time frame start date	Time frame end date
	Objective I - The DSE representative on the Assistive Technology Advisory Committee and a SILC Advocacy Committee representative will attend all advisory committee meetings in order to be aware of and promote the utilization of services available through the University Legal Service Assistive Technology Programs. Annually, it will inform the community about these services through collaborative SILC planned outreach activities..	10/01/2017	09/30/2019
	Objective II - The DSE will collaborate with the DCCIL, the SILC and the SRC to develop a scope of work needed to procure a contractor to implement mandated 2017 - 2019 Comprehensive Statewide Needs Assessments; and to ensure that the needs assessment addresses un-served and underserved populations in the city verifying findings of current DSE and DCCIL service delivery as it relates to independent living services; and indicates needed improvement to the quality and accessibility of independent living services in Washington, DC.	10/01/2017	09/30/2019
	Objective III - Objective - The SILC will raise awareness and advocate for the creation of an outreach and education campaign on maintaining safety in the community. The SILC will advocate to the Mayor, on behalf of persons with disabilities, to ensure that persons with disabilities are considered in all aspects of emergency planning legislation and policy implementation in the District of Columbia	10/01/2017	09/30/2019
	Objective IV - The DSE and the DCCIL will work together to develop and distribute client satisfaction surveys to assess the views of people receiving independent living services in the District of Columbia. The DSE, DC SILC and DCCIL will jointly review survey and Agency IL contract monitoring results, and the DC SILC will advise the DSE and DC CIL in the latter two entities implementation of upgrades and	10/01/2017	09/30/2019



	Objective V - The DCSILC, with support from the DSE and the DCCIL will conduct annually a minimum of 4 quarterly general public meetings, 1 consumer forum, and 1 public hearing to elicit public comments and recommendations regarding the provision of services. The DCSILC will monitor and advise on the planning of an annual Consumer Forum that is cosponsored by the DCCIL and the DSE. The Forum purpose will be to bring together DC public and private service providers and consumers. The information derived from this event directs IL services provided by the DSE and DCCIL as well as providing the DCSILC with a guide for IL service monitoring and individual and systems advocacy. The funding for this event is shared by the DCCIL and the DSE.	10/01/2017	09/30/2019
	Objective VI - The DCSILC, with support from the DCCIL will re-establish, update and improve a website to include initiation and development of announcements for and about cross-disability activities which highlight local persons with disabilities (that achieve or promote the independent living philosophy).	10/01/2017	09/30/2019
	Objective VII -The DSE and the DCCIL will create new outreach brochures for community distribution in various languages and accessible formats. The DC SILC will monitor and advise the DSE and DCCIL on the brochures creation to ensure they are written in person-centered language and that they effectively address the IL needs of District residents with disabilities.	10/01/2017	09/30/2019
	Objective VIII - The DSE will identify additional IL service providers, (particularly for independent living skills training) and ensure that there are performance measures included in agreement that require providers to demonstrate understanding of the IL philosophy.	10/01/2017	09/30/2019
	Objective IX - The DCSILC in collaboration with the DSE and DCCIL, will provide board member training opportunities to improve knowledge of the Independent Living Philosophy, Title VII Regulations and the 5 core independent living service objectives: information and referral, peer counseling, advocacy, transition and independent living skills training.	10/01/2017	09/30/2019
	Objective X - The SILC will advise the DSE and other District government and community agencies how to achieve an IL services and supports system that ensures planning for independence across the lifespan. The SILC will advocate for city-wide implementation and education to support and campaign to improve transition planning for people who are	10/01/2017	09/30/2019

	on track for discharge from institutional or other restrictive settings to a less restrictive setting or their natural home. The SILC will monitor such planning to ensure that it person-centered thinking is the focus of all such planning.		
	<p>Objective XI The DCCIL, in collaboration with the DCSILC, will develop a housing resource guide that would include the how tos in search of housing; teaching consumers to become their best advocates; a checklist that covers the A-Z in pursuit of housing from how to secure the most updated information to how to make that first telephone call.</p> <p>The DCSILC and DCCIL will advocate for improved housing opportunities for people with disabilities and provide testimony in reference to that before the Mayor and DC Council.</p>	10/01/2017	09/30/2019
	Objective XII - The DCCIL will develop a computer literacy program for emerging populations with disabilities in the District, emphasizing basic keyboarding skills, understanding of Word, and the various search engines for research.	10/01/2017	09/30/2019
	<p>Objective XIII The DCCIL will provide education and peer support in the following areas:</p> <p>YES Peer Group</p> <p>The NW Peer Group</p> <p>AHEAD (A Hispanic Empowerment and diversity Group)</p> <p>The Anacostia Peer Group</p> <p>Women Who are Blind and Visually Impaired Peer Group</p> <p>TBI Peer Group (ACIL)</p> <p>Deaf and Hard of Hearing Peer Group</p> <p>Women Who are Blind and Visually Impaired Peer Group</p> <p>Men Who are Blind and Visually Impaired Peer Group</p> <p>The Men's Cross-Disability Peer Group</p> <p>The Women's Cross-Disability Peer Group</p>	10/01/2017	09/30/2019

	<p>A Family "Benefits Impact" Peer Group</p> <p>Newly Employed Peer Group</p> <p>Braille Peer Training Class</p> <p>DCCIL will continue to build partnerships with DCPS which will include but is not limited to outreach to create awareness about DCCIL services, and integrating DCCIL Youth-Support Groups into DCPS.</p>		
	<p>Objective XIV--Recent CSNAs have continued to indicate that although multicultural and diverse populations of the District of Columbia are growing in numbers, this populations grouping . Additionally, the DSE, DC CIL, and DC SILC will work with WIOA Unified State Plan stakeholders to strengthen the IL network of available services across the lifespan to better meet the needs of all populations inclusive of accessibility, transition, housing, job readiness and employment.</p>	10/01/2017	09/30/2019
	<p>Objective XV- Beginning in FY 2013, the DSE began efforts to expand the number of locations where it provides direct services, in order to expand the number of people receiving both VR and IL services. There are now forty-five offices which conduct intake interviews and meet with consumers face-to-face. For IL services, the DSE determines eligibility and completes the IL plan (or documents the waiver), Then refers to either the CIL or CLB for IL skills training and peer support. Beginning in FY 2017, rather than referring people to the DCCIL and Columbia Lighthouse for services, the DSE will grant funds to these agencies, to allow for eligibility and IL service plan development to be completed by these agencies, thereby moving people more seamlessly into services.</p>	10/01/2017	09/30/2019
	<p>.</p> <p>Objective XVI - - N/A</p>	10/01/2017	09/30/2019
	Objective XVII -N/A	10/01/2017	09/30/2019
	Objective XVIII N/A	10/01/2017	09/30/2019

## 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 following populations have been designated for targeted outreach efforts: - DC Residents with Traumatic Brain Injuries (TBI) - Asians- Ethiopians - Latinos - DC Residents whose income falls below the federal poverty guidelines, as set by the Department of Health and Human Services. In December 2014, San Diego State University conducted a Statewide Needs Assessment for the DSE. In this needs assessment, a number of groups were identified as unserved or underserved in the District. The DSE and the CIL will both ensure additional outreach to these groups. In the District, both Latinos and Asians were identified as underserved groups. In addition, the District has a large population of Ethiopians, who are not currently being served in numbers consistent with their number in the community.

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

The CIL's office in Southeast DC serves Anacostia(Ward 8). In addition, the CIL has offices in Ward 5 and in Ward 1. Ward 1 has a high concentration of Latinos and Asians. The DSE has been working over the past 3-years to increase the number of outreach locations where it provides services. It currently has agreements with 45 government agencies and 45 private non-profit service providers, in 45 different offices, to provide intake interviews and meet with clients in offices in the client's community. The DSU is monitoring new referral numbers at each of these sites to ensure that these outreach efforts are effective. The DSU is focusing on expanding outreach in wards 7 and 8; and expanding outreach to the Office of Asian Affairs, and agencies in the community serving Latinos. Although the focus of this outreach is primarily providing intake for VR services, counselors can accept referrals for IL services as well, and the IL counselor is available, as needed to meet with clients in any of these outreach locations.

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

Additional, the following initiative will be undertaken in support of the identified priority population:

Research by the DSE to identify additional vendors who are able to provide varied independent living skills training for all disability types. Collaborate with citywide service providers to promote additional peer counseling to include, but not limited to transition, asset development and housing services.

The SILC and the CIL will advise district government agencies' efforts in facilitating PWDs' transition from institutions (e.g., nursing homes and intermediate care facilities) and will advise DSE on its compliance with the District's implementations of the Olmstead Plan.

### **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 - 2017 Approximate 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	76150	181850		52000
Title VII Funds Chapter 1, Part C			829761	10000
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)				
Other Federal funds - other				
Non-Federal funds - State funds		55000		
Non-Federal funds - Other				
Total	76150	236850	829761	62000

Year 2 - 2018 Approximate 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	65150	199850		30000
Title VII Funds Chapter 1, Part C			829761	10000
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)				
Other Federal funds - other				
Non-Federal funds - State funds		55000		
Non-Federal funds - Other				
Total	65150	254850	829761	40000

### Year 3 - 2019 Approximate 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	65150	199850		30000
Title VII Funds Chapter 1, Part C			829761	10000
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)				
Other Federal funds - other				
Non-Federal funds - State funds		55000		
Non-Federal funds - Other				
Total	65150	254850	829761	40000

### 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.**

For FY 2017, the sources of funds include Part B funds (\$305,000), local match in the amount of 30,000; chapter 2 funds in the amount of \$225,000, plus local match in the amount of \$25,000; and part C funds in the amount of \$839,761. The agency charges local match funds first, then carryover Part B and chapter 2, then current year Part B and chapter 2.

Part B Funding allocated to support the SILC Resource Plan is outlined in 5.1 below. The Resource Plan for FY 2017 is 76,150; for 2018 and 2019 it is 65,150. This anticipates some initial expenses for technical assistance to establish the SILC website, with a reduced amount in the subsequent two years for website management.

Outlined below are how Part B funds, chapter 2 funds and part C funds will be used to further each of the objectives identified above:

Objective I - The DSE representative of the Assistive Technology Advisory Committee and a SILC Advocacy Committee representative will attend all advisory Committee meetings.

A DSE representative and a SILC representative will serve on the AT advisory board. The cost associated with this is minimal, in that the DSE representatives salary costs associated with time spent on this activity will be charged to IL. These advisory committee meetings occur on a quarterly basis. The total direct costs for services provided by the DSE are outlined in Section 1.3B(2).

Objective II 2017-2019 Comprehensive Statewide Needs Assessment - The SILC and SRC will coordinate on the 2017 - 2019 Comprehensive Statewide Needs Assessment. We anticipate that the SILC share of the cost will be approximately 10% of the total cost of the needs assessment. The most recent needs assessment cost approximately 150,000. Therefore, the Part B share of this should be approximately \$15,000. These are Part B funds, referenced under "Other SPIL Activities."

Objective III Campaign on maintaining safety in the community....The SILC will develop the safety in the community education plan. The only funds required will be Part C salary related to DCCIL time spent on this objective.

Objective IV - Develop and distribute client satisfaction surveys....The costs associated with this will be administrative costs charged to Part B, by the DSE, for staff time and postage to distribute and collect surveys, as well as costs charged to Part C for staff time for the DCCIL to collaborate on the surveys. The SILC members will accomplish this objective as part of their duties.

Objective V - Conduct annually a minimum of 4 quarterly general public meetings, 1 consumer forum and 1 public hearing....The SILC meeting expenses are included in the Resource Plan, which uses Part B funds. The Consumer forum will use Part B and Part C funds to cover the cost of renting the space, providing lunch and doing outreach to advertise the event, identified above under Other SPIL activities. The total cost of the forum will be approximately \$35,000, \$25,000

charged to Part B, and \$10,000 charged to Part C. The cost for interpreters and CART services for the forum are included in the SILC resource plan.

Objective VI - The SILC Resource Plan in its first year will require some additional funds in order to establish its website, a reduced amount will be required in the two subsequent years to maintain the website.

Objective VII - New Outreach brochures for community distribution. The costs associated with developing, translating and producing updated brochures will be charged to Part B funds in FY 2017; this is estimated to cost approximately \$7000.

Objective VIII - The DSE will identify additional service providers ....There will be no cost associated with recruiting providers. However, the DSE will reserve \$10,000 from Part B and \$10,000 from Chapter 2 funds to make additional providers of IL and ILOB services available. Currently, the District relies entirely on the DCCIL, Columbia Lighthouse for the Blind and DSE agency staff to provide all independent living skills training.

Objective IX What is the cost associated with providing for SILC training and technical assistance The SILC anticipates minimal cost for SILC member training and technical assistance, not exceeding the annual resource cost of \$1,000 per year. The Workforce Innovation and Opportunity Act of 2014 (WIOA) P.L. 113-128, transfers SILS and CILS funded under Title VII, Chapter 1 of the Rehabilitation Act of 1973 from USDE to USDHHS. To improve member knowledge and advance organizational development. SILC members are required to participate in several WIOA sessions as offered by ACL and will gain the historical SILC prospective from sessions offered through Independent Living Research and Utilization (ILEU). Most ILRU sessions are free. In cases where ILRU Webinars requires a minimal charge, SILC members will participate as a group taking advantage of the DSE or DCCIL in-kind conferencing space and or equipment. as offered by ACL and will gain the historical SILC prospective from sessions offered through Independent Living Research and Utilization (ILRU). Most ILRU sessions are free. In cases where ILRU Webinars requires a minimal charge SILC members will participate as a group taking advantage of the DSE or DC CIL in-kind conferencing space and or equipment.

Objective X The SILC will advise the DSE and other District government and community agencies. There are no costs associated with this objective

Objective XI Developing a housing resource guide. The DCCIL will use Part C funds to support this program.

Objective XII Develop a computer literacy program for emerging populations. The DCCIL will use Part C funds to support this service.

Objective XIII The DCCIL will provide educations and peer support. The DSE will provide \$60,000 from Part B funds and the DCCIL will use \$77, 340 Part C fund to fund staff salaries for peer support groups.



Objective XIV Recent CSNAs have continued to indicate that although multicultural and diverse populations of the District of Columbia are growing in numbers, these population groupings remain underserved and underserved. The SILC, CIL and DSE will develop an outreach plan that will include an aggressive get to know us by collaborative stakeholders and service providers to alleviate the growing numbers of this grouping. Additionally, the DSE, DCCIL and the DCSILC will work with WIOA Unified State Plan stakeholders to strengthen the IL network of available services across the lifespan to better meet the needs of all populations inclusive of accessibility, transition, housing, job readiness and employment. The DSE will use approximately \$5000 in IL service funds (see 1.3(b)(3) below) to provide the Language Line Service for the DCCIL, to ensure the availability of IL services to people who are non-English or limited English proficient, included under "Other SPIL activities above.

Objective XV DSE began efforts to expand the number of locations where it provides direct services. The DSE will grant (under existing human care agreements) \$60,000 Chapter 2 funds to CLB and \$25,000 Chapter 2 funds to the DCCIL, for independent living skills training (including eligibility, plan development and case management); and will grant \$20,000 Part B funds to CLB and the DCCIL for independent living skills training. The DSE will continue to provide services directly under Part B and Chapter 2. However, it will focus primarily on the provision of IL services, as part of vocational rehabilitation plans, charged to 110 funds; and will continue to provide services under Chapter 2 directly.

**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.**

The DSE provides IL services both directly by DSE staff and indirectly through contracts with private community based providers. These services are provided directly by the DSE, in that there are an AT specialist, an orientation and mobility specialist and a VR counselor who provides all IL services. Beginning in FY 2017, the DSE will grant funds to the two largest IL service providers (i.e., Columbia Lighthouse for the Blind and the DC Center for Independent Living). This will allow for these two providers to determine eligibility, develop IL plans or waivers, provide case management and continue provision of IL skills training, and other core IL services, allowing for people to more quickly move from referral into services. The DSE will also continue to develop IL plans and refers clients for services. The DSE monitors the quality of services provided through regular contact by the referring counselor, as well as regular visits by DSE contract monitors for all services provided through the use of Part B or Chapter 2 funds. The DSE also coordinates with the DC Office on Aging to provide services to older persons who are blind, as well as older persons who are deaf and hard of hearing. All services provided by community agencies, with IL funds, are done with either a blanket purchase agreement or a human care agreement. In developing these agreements, the DC Office of Contracts and Procurements ensures that the contracted service is necessary, and not duplicative of other available services. DSE and the CIL are both represented on the DCSILC, and work together to ensure the effective and efficient use of IL resources in the District.

Utilizing Part B funding the following providers in coordination with the DSE will provide at least one of the following five core services

Columbia Lighthouse for the Blind: IL skills, to include intake, eligibility, development of plan or waiver and case management Chapter 2 funds \$60,000; Part B funds - \$20,000.

DSE MOU with MLK DC Public Library Adaptive Services: NFB Newsline Support : \$17000 in Part B funds. These funds support one part-time staff person at MLK Library, who does outreach to make people aware of this service and provides assistance with establishing the service at their home. The cost of the Newsline is paid for through the use of 110 funds, and is included in the state VR plan.

The DSE provides support for staff at three senior center in the District to ensure the integration of services for people who are blind or deaf. Two senior centers work with people who are blind; one works with people who are deaf. The senior center provides for transportation), recreational activities, health promotion, socialization, self-advocacy, lunch at the center, technology training, and ASL classes. Additional independent living skills training are also provided to Senior Center participants by CLB, through its agreement with the DSE, funded by Chapter 2 funds. The funds transferred from the DSE to the DC Office on Aging total \$128,958, which includes \$39,478 in Part B funds and \$89,480 in Chapter 2 funds. The costs associated with the provision of IL skills training by CLB are included in the amount indicated above, which is transferred through a grant to CLB (i.e., \$60,000 Chapter 2 funds and \$20,000 Part B funds). The cost for transportation for two of the three centers is included in the funds transferred to DCOA; the cost for the third center is funded by the DSE, using Chapter 2 funds, with human care agreements with the DCCIL and other private contractors at a cost of \$7500.

**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.**

The DSE provides office space, and equipment, including desk, telephone and computer to the SILC staff person as in-kind support.

The DSE covers the cost of printing and postage for the DCSILC.

The DSE provides a mechanism for payment to non-government staff whose duties are determined by the SILC Chair and membership.

The DSE promotes SILC Role and Responsibility, SPIL Information Gathering, and SILC Financial Responsibility and Resource Planning to the membership annually, when possible it is provided as an in-kind DSE expense.

The DSE, SILC and CIL will coordinate annual planning, with the DSE, SILC and CIL funding the Consumer Forum. The information from this yearly event will assist in the identification of unserved and underserved population in the District of Columbia.

The DSE will provide IL services funds in the amount of \$5000 to provide Language Line services to the CIL in order to ensure that the CIL is able effectively serve people who are non-English proficient or have limited English proficiency (included under "Other SPIL Activities" above).

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

N/A

## **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.**

Provide for independent living services to persons with severe and persistent cross disabilities, by addressing the needs of un-served and underserved persons with disabilities within the Latino, and multicultural populations of the District of Columbia.

Provide counseling, guidance, information and referral, and self-advocacy training utilizing effective evaluation assessment tools which will lead to heightened consumer empowerment.

Conduct IL training, housing modification requests, physical and or mental restoration, therapeutic treatment, transportation, reader and/or sign language interpreter accessibility, assistive aids and devices, transition training and other services related to enhancing and promoting the philosophy of Independent Living.

**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.**

The DSE and the SILC worked closely with the CIL in developing the SPIL objectives. The CIL Director sits on the SILC. In addition, at least two CIL employees attend each SILC meeting; also a member of the CIL is a member of the SILC Executive Committee - in her personal capacity. The DSE, SILC and CIL met together and jointly developed the goals and objectives for the SPIL, taking into account the priorities and objectives established by the CIL.

## **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 was reconstituted in FY 2013; it increased the frequency of its meetings in January, 2013, in order to increase the coordination of activities between the SILC, the CIL and the DSE, in order for the SILC to establish working committees to focus on accomplishing the goals of the SILC. In FY 2016, the Mayors Office of Talent and Appointments identified a number of new

SILC members. However, the SILC is still in need of additional members, particularly community members with disabilities, who are not employed by either the CIL or the state agency. In addition, the SILC needs additional members who have the time to devote to accomplish the goals of the SILC. There is currently a small core of dedicated members who accomplish the primary work of the SPIL. The SILC is attempting to recruit additional members, and will work with MOTA in order to have these new members appointed, once they have been identified.

The SILC will work with the CIL and its Board to redefine strategies, curriculum and communication regarding persons with disabilities and the ever-pressing affordable and accessible housing issues via meetings, brown bag lunch forums, neighborhood community meetings and conferences.

The DC SILC will coordinate with the DSE and the SRC to develop a scope of work for the Comprehensive Statewide Needs Assessment for 2017-2019; the SILC will ensure that the scope of work includes identifying communities that are un-served or underserved in terms of provision of independent living services and evaluating the quality of independent living services currently being provided by the DSE and contracting agencies.

The DCSILC will work with the SRC to establish a "feedback loop" for the RSA from the community so that RSA is kept abreast of community suggestions and concerns, and includes the community members when developing solutions.

The DCSILC and the CIL will advocate for the full inclusion of persons with disabilities in the emergency planning in the District of Columbia.

With the passing of the Disability Protection Rights Act of 2006, which established the Office of Disability Rights, the DCSILC will monitor the implementation of the DC Olmstead plan.

Raise awareness for improved reliable and accessible modes of taxicab transportation for persons with disabilities with these stakeholders: DSE, DCSILC, DCCIL, Metropolitan Washington Council of Governments - Access for all Committee, Transportation Policy Board; WMATA; DC Taxicab Commission.

Promote public input of fully accessible taxicab transportation.

Provide information and referral about DSE, DCSILC and DCCIL and their respective IL services to persons with disabilities at SCPS education and career fairs held specifically for youth participants.

Partner with other community agencies and stakeholders to promote additional transition to work and/or independent living activities for youth with disabilities.

The DCCIL will continue to work with established partners as follows: DC Housing Authority, DC Housing Finance Agency, DC Housing and Community Development, National Council on Independent Living, DC Share (a DCCIL expansion partner), University Legal Services -

Housing and Advocacy Unit, Washington Metropolitan Area Transit Authority, and Council of Governments (Transportation Division), Office of Human Rights - specifically the Language Access Coalition, Office of Latino Affairs, Office of Asian and Pacific Islander Affairs and the DC Board of Elections to promote accessible voting processes.

The DCSILC has monthly public meetings throughout the year. The DSE has a Quality Assurance and Compliance Unit with monitors on staff, who make scheduled and unscheduled visits to IL service providers to facilitate a positive outcome for clients.

The DSE maintains a cross referral system with the DCCIL and the One Stop Centers in the District. The Department of Employment Services One Stop Centers (American Jobs Centers) personnel are trained to identify persons with significant disabilities who may benefit from VR or IL services.

Satisfaction and assessment surveys are conducted regularly; information gathered from these surveys serves to close any gaps in services that are identified. If disparities are recognized in any of the programs areas, subsequent objectives and specific goals are developed, implemented and services provided.

## **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.

The DSE will actively coordinate with the DC CIL to alleviate replication of program services to IL, ILOB and VR consumers in the following areas;

- o special education : The DSE works closely with DC Public Schools and DC Public Charter Schools to provide pre-employment transition services to students with disabilities, and to ensure that students are referred for vocational rehabilitation, independent living and developmental disability support services, as appropriate. The CIL coordinates with DCPS, DCPCS and DCRSA to provide peer mentoring to transition age youth. These services are provided both in schools and at the CIL office.

- o vocational education: The DCCIL will develop a computer literacy program for emerging populations with disabilities in the District that emphasizes basic keyboarding skills, understanding of WORD, and the various search engines for research

- o developmental disabilities services The Developmental Disabilities Administration is an administration under the Department on Disability Services along with the Rehabilitation Services Administration. Therefore, interagency consumer referrals for VR and IL services are regularly exchanged between the two administrations. In addition, the Department on Disability Services has a Memorandum of Agreement with the Child and Family Services Agency that

specifically identifies the process for referral and transition from the foster care system to the DDA or IL or VR systems.

- o public health : The DSE IL specialist will refer IL as appropriate, consumers to the DCCIL Nutrition classes for people with disabilities.

- o mental health: The DC CIL will develop a support group for Family with TBI. The DSE is part of the Human Services cluster of agencies, as is the Department of Behavioral Health. The coordination occurs at the Deputy Mayor level to ensure that necessary coordination of services between human services agencies occurs.

- o The DCCIL has developed a number of peer support groups, including:

YES Peer Group

The NW Peer Group

AHEAD (A Hispanic Empowerment and Diversity Group

The Anacostia Peer Group

TBI Peer Group (ACIL)

Deaf and Hard of Hearing Peer Group

Women Who are Blind and Visually Impaired Peer Group

Men Who are Blind and Visually Impaired Peer Group

The Men's Cross-Disability Peer Group

The Women's Cross-Disability Peer Group

A Family "Benefits Impact" Peer Group

New Employed Peer Group

Braille Peer Training Class

DCCIL will continue to build partnerships with DCPS which will include but is not limited to outreach to create awareness about DCCIL services, and integrating DCCIL Youth peer-Support Group into DCPS.

- o housing: The DCCIL is organizing a peer housing Advocacy group to speak to the issues around the lack of affordable and accessible housing in the District.

o transportation: As a DSE IL Human care provider, the DSE will coordinate with the DC CIL to utilize their transportation services in assisting IL and ILOB consumers on an individual case basis. In addition, the Director of the DCCIL serves on the DC taxicab commission to address concerns regarding access to cabs for persons with disabilities.

o veterans services: The DCCIL and the DCSILC, shall partner and participate in cross disability community meetings, boards and commissions that promote empowerment, independence, and self-sufficiency through independent living services availability. The DSE provides outreach to the DC Office of Veterans Affairs.

o programs under XVIII of the Social Security Act - In providing IL services, a counselor first conducts an assessment and gather information from the consumer regarding types of insurance he or she receives or may be eligible for. The IL counselor considers all federal and state programs that may be used to support the individual (e.g., Medicaid, Medicare) before utilizing Part B IL program funding.

## **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.

The DSE works with two community partners, Columbia Lighthouse for the Blind (CLB) and the Prevention of Blindness, as well as coordinating with the DC Office on Aging, in providing services to older persons who are blind. The DSE also directly provides some services, including orientation and mobility training, AT assessments and assistance with using AT equipment. The DSE has a VR Specialist who works with older persons who are blind. This VR Specialist refers persons for assessment to determine eligibility for services; she then develops an IL plan with the individual, and identifies appropriate services, either at the DSE or in the community. In addition, the DSE assists persons in purchasing necessary AT equipment.

## 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).

<b>Table 2.1A: Independent living services</b>	<b>Provided by the DSU (directly)</b>	<b>Provided by the DSU (through contract and/or grant)</b>	<b>Provided by the CILs (Not through DSU contracts/ grants)</b>
Core Independent Living Services - Information and referral	Yes	No	Yes
Core Independent Living Services - IL skills training	Yes	Yes	Yes
Core Independent Living Services - Peer counseling	No	No	Yes
Core Independent Living Services - Individual and systems advocacy	No	No	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	No	No
Rehabilitation technology	Yes	Yes	No
Mobility training	Yes	Yes	Yes
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	Yes	Yes	Yes
Personal assistance services, including attendant care and the training of personnel providing such services	No	Yes	No



Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services	Yes	No	Yes
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	Yes	No	Yes
Education and training necessary for living in the community and participating in community activities	No	No	Yes
Supported living	No	No	No
Transportation, including referral and assistance for such transportation	No	Yes	Yes
Physical rehabilitation	No	No	No
Therapeutic treatment	No	No	No
Provision of needed prostheses and other appliances and devices	No	No	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	Yes
Services for children with significant disabilities	Yes	Yes	Yes
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	Yes	Yes	Yes
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future	No	No	Yes
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	Yes	No	Yes
Other necessary services not inconsistent with the Act	Yes	Yes	Yes

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 CIL and DSE, with advice and input from the DC SILC and as informed by the recently-completed, independently-conducted Comprehensive Statewide Needs Assessment for VR Services, have identified the following priority populations needing IL services in the District:

- Residents of the Anacostia region of Southeast DC
- DC Residents with Traumatic Brain Injuries (TBI)
- Asians
- Ethiopians
- Latinos
- DC Residents whose income falls below the federal poverty guidelines, as set by the Department of Health and Human Services.

The DSE and CIL will undertake the following initiatives in support of these priority populations:

- Research to identify additional vendors who are able to provide varied independent living skills training for all disability types. Collaborate with citywide service providers to promote additional peer counseling to include, but not limited to transition, asset development and housing services.

The DSE will explore the feasibility of sharing the language line with the SILC and the CIL.

The SILC will advise District government agencies efforts in facilitating PWDs transition from institutions (e.g., nursing homes and intermediate care facilities) and will advise DSU on its compliance with the Districts implementation of its Olmstead Plan.

The SILC will advise the DSE, CIL, The Department of Behavioral Health (DBH), Department of Health Care Finance and local medical community outreach organization in the latter entities provision of health education to individuals with disabilities who have co-occurring chronic illnesses (e.g., diabetes, heart disease, HIV) to promote healthy living and prevent disease progression.

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.

The DSE purchases services for the client. However, where possible, comparable benefits are used such as, Medicare, Medicaid or other local medical insurance. For clients using Medicare or Medicaid, or receiving SSI or SSDI, no financial needs test applies. The DSE does apply financial participation rules consistent with 29 DCMR 124.

## 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 DSE, through Blanket Purchase Agreements, Human Care Agreements, Memoranda of Understanding and Grants utilizes resources from public and private agencies to provide the needed IL five core services for DCRSA clients. DCRSA works closely with the following agencies.

The D.C. Center for Independent Living will provide cross disability IL services in peer counseling (including for transition age youth), IL skills training and advocacy training.

Deaf Reach provides the peer support for VR and IL clients who are deaf and hard of hearing.

DDS/RSA has an MOU with the Office on Aging to provide independent living services, lunch, transportation specialized AT and communication supports that will enhance the clients level of participation in community living, advocacy and peer support activities for older deaf and hard of hearing persons at a Senior Day Center who are 60 years of age and older.

The Columbia Lighthouse provides blind-specific five core services for independent living in addition to; case management services, orientation and mobility services to blind and visually impaired persons who may also have other disabling conditions across the life span, including infant and toddlers, youth in transition, working age adults, and to seniors 55 years of age and older.

The DSE has an MOU with DC Public Libraries to pay for the individual who does the live channel for the Newslines; and provides information when consumers call with questions about information provided in the Newslines. The cost of this MOU is \$17,000 per year.

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.

N/A

## **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.

RSA recognizes two centers for independent living in DC:

- District of Columbia Center for Independent Living, Inc. 90IL019302

- o Funding Source: IL Part C

- o Geographic Area Served: DCCIL & the NW satellite serves the NW, NE, SW & parts of the SE sector of the city

- o Priority Population: All ages, all disabilities in the District of Columbia

- District of Columbia Center for Independent Living, Inc. 90IL019302

- o Funding Source: IL Part C

- o Geographic Area Served: ACIL serves the Anacostia region of SE

- o Priority Population: Traumatic brain injured & all other ages and disabilities in the District of Columbia

DCCIL has three locations :

- The Main located at 1400 Florida Avenue, NE, Suite 3; Washington, DC 20002

The Anacostia Center Interim Site - Temporary Locations - at 100 M Street, SE, Suite 664, Washington, DC 20020

- The NW Satellite @ GWUL located at 2901 14th Street, NW, Ground Floor, Washington, DC 20009

### **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 DCCIL, in collaboration with the SILC and DSE established the need to develop a satellite office in NW to serve multicultural and other emerging populations with disabilities in the area. There is a specific need identified in the current needs assessment to provide more outreach in providing VR and IL services to the Latino population in the District. The Northwest office is solely supported by the DCCIL Part C funds. Additional funding will be required for this office to continue to exist and support the important services identified in the previous SPIL. The DCCIL will need to engage in more collaboration and planning with the DSE and DCCIL to maximize the potential of this office.

DCCIL recognizes underserved and un-served boundaries with West to 16th street, to North of Military road/Missouri Avenue and East to North Capitol to South of H street.

The concentration of Hispanic, Ethiopians, Caribbean Islanders, Africans who live in part of Ward 1 and Ward 2, also DCCIL recognizes their presence in North of Riggs road to West of North Capitol to East of Eastern Avenue; these areas cover Wards 4, 5 and 6.

Both CILs combined cover the entire District of Columbia.

The prior SPIL had identified an area of the District, which had a high concentration of Hispanics as an area that was underserved. Based on this, the CIL established its NW satellite office. The finding that this group was underserved continues to be an issue, consistent with the findings in the 2013 CSNA.

Officially the entire District is covered under the two current grants, but the NW sector of the city is underserved.

Additional Part C funding above COLA would be used to maintain all current locations including the NW satellite; the percentage of additional funds should be allocated proportionately.

If the current DCCIL grant were terminated, we would recommend that there be one Main/DCCIL grant to cover the entire District and establish satellites in critical service areas to meet the needs of minorities and other emerging populations with disabilities throughout the District of Columbia.

### 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 SILC currently has one staff support person. She is located at the DSE. The DSE provides the office space, desk, chair, computer and telephone, as well as phone and internet service, as in-kind support. The staff person answers directly to the Chairperson of the SILC.

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

The IL Program at the DSE is located within the Blind Services Division. Although IL services may be provided by any one of the thirty eight VR counselors in the DSE, there are staff specifically dedicated to provision of IL and ILOB services, as well as VR services to persons who are blind or visually impaired, in the Blind Services Division. The Administrator of the Blind Services Division is responsible for the administrative oversight of the IL program. The Blind Services Division will have the following employees during the 2017-19 period of this SPIL: one AT specialist, one orientation and mobility specialist, one blind rehabilitation specialist, one IL/ILOB Specialist (CRC), two VR Specialists, one rehabilitation assistant, one clerical assistant, and the Administrator of Blind Services. Additionally, the DSE has established a comprehensive Human Care Agreement format that must address the four core IL service components for all community providers with DSE contracts that provide IL services to consumers. External reviews through the DSU Office of Quality Assurance and Compliance are conducted quarterly on all IL HCA providers to ensure that full compliance and client satisfaction with services being provided is well documented.

## **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.

The SILC will attempt to establish a legal entity into which funds can be transferred from the DSU to support to the resource plan. Each year, the SILC will have the following expenses, to be supported by the resource plan:

50,000 Clerical Staff Support

150 NCIL Organizational Dues - Annual

500 local travel

2,000 meeting expenses (this includes a stipend of \$60 to attend SILC meetings, for members who are not employed)

2,000 NCIL Conference Registration (5 participants)

5,000 Interpreter Services and CART services

1,000 SILC Training

1,000 On-going cost of maintaining website

3,500 SILC Congress (2 attendees plus cost for PCA services)

In addition, in the first year of the SPIL, the SILC will have the following one-time expenses:

11,000 IT consulting to develop the SILC website

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 currently has no structure in place that allows it to independently manage the funds in the resource plan. Therefore, these funds are currently managed by the Office of the Chief Financial Officer, within the District government, administered by the DSE. The DSE pays the SILC staff person, through a contract with a temporary agency, that pays salary, benefits and workers compensation. For other SILC related expenses, the DSE submits requests for payments, when appropriate, to OCFO, which issues payment, either to individual SILC members, as reimbursement for expenditures or to providers (e.g., cost of travel or lodging for conferences).

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

n/a

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

n/a

## 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 has been established in the District of Columbia by Mayors Order 2010-105 as an Independent Commission. This is in compliance with 34 CFR 364.21, and Section 795 of the Rehabilitation Act. Although the SILC staff person works is located at the DSE, in office space, and using equipment provided as in-kind support by the DSE, she is supervised directly by the Chairperson of the SILC

## 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.

Nominations for membership on the SILC are made to the Office of Boards and Commissions. Appointment to the SILC is made by the Mayor. The Chairperson of the SILC is elected by the members of the SILC. The SILC established committees and officers, including an executive committee. All officers were elected by the membership of the SILC. Committee chairs were appointed by the SILC Chairperson.

## 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.

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 currently has one staff person, a clerical assistant. This person works out of an office located at the DSE. The DSE provides office space, equipment, including desk, chair, computer and telephone. However, the SILC chairperson is responsible for the direct supervision of this employee. Although located at the DSU, the employee works exclusively for the SILC.

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

- 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.

As indicated above, although the DSE provides office space to the SILC staff person, she answers to the SILC Chairperson. Because of the current legal situation of the SILC having no mechanism to receive funds, the payment to the temporary agency that pays the staff person is done by the DSE. The SILC will establish an agreement with the Quality Trust for People with Disabilities to act as fiscal agent, until the SILC is able to establish a separate 501(c)(3) to receive resource funds for the SILC. Currently, the Director of the DSE signs the approval for the time for the staff person each week. Although the SILC staff person works in office space at the DSU, provided as in-kind support, she is supervised by the SILC Chairperson, and has no responsibilities within the DSE.

## **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.

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

All DSE staff has been trained in the IL philosophy and in the provision of IL services. All VR counselors have a Masters Degree in rehabilitation counseling or another counseling field. There are 40 VR counselors in the VR Division; all VR counselors accept IL referrals and have been trained in the provision of IL services. The DSE has one IL counselor devoted exclusively to providing IL services. This person is a certified rehabilitation counselor, with a Masters Degree in Rehabilitation Counseling. Each Quarter during a unit staffing meeting with counselors and the supervisor of that unit or during a monthly held agency wide All Hands Meeting, special speakers and experts in the field of independent living and advocacy related services will be scheduled to present to the staff regarding the impact of at least one or on how all five core IL services authorized under Title VII of the Rehabilitation Act impact VR outcomes for consumers with significant disabilities, particularly for transition age youth who are leaving high school and wish to live independently in the community. Opportunities will be available for several VR counselors to attend the Annual Community IL and Youth Forum that is held in partnership with the DC Center for independent Living and the National Council on Independent Living annual conference that is held in Washington DC.

All service providers that are contracted for the provision of services to IL clients must meet state qualifications as outlined in the Human Care Agreement. The DSE only contracts with providers that are able to meet these qualifications. Once the Human Care Agreement is established, the DSE has external monitors who visit the agencies periodically to ensure continued compliance with these requirements.

As described above, the District is very progressive in providing services to limited English proficient speakers and non-English proficient speakers, as mandated by the DC Language Access Act. In addition, persons who are blind are provided information in their choice of format -Braille, audio tape, computer compatible software, large print. Deaf or hard of hearing clients receive ASL interpreter services, listening devices, audio loops and CART services.

The DSE has received extensive in-house staff development training from a consultant in all aspects of the case management process including IL services. As part of the DSEs 2016 City Plan, it will be developing policies and procedures in Independent Living Services. After the

policies and procedures are approved, refresher training on each topic area will be provided to all staff.

Mayors Order 85-85 requires contractor compliance with affirmative action in employment for a broad category of individuals, including persons with disabilities.

- 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.

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.

- 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.

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.

- 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.

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.

## 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.

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.

The District of Columbia Office of the Chief Financial Officer maintains appropriate fiscal controls, in compliance with District requirements and federal contracting requirements. The District was monitored by RSA in February, 2013. Included in the monitoring report was an evaluation of the fiscal integrity of the program. In addition, RSA is subject to an independent audit to ensure compliance with federal fiscal and accounting procedures.

### 6.3 Recordkeeping, Access and Reporting

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

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

The DSU assigns a contract administrator to monitor each private provider compliance with all provisions of the contract with the DSE, as well as all regulatory requirements. Contract administrators visit the facilities they monitor and review records to ensure compliance. All payments must be approved by a contract administrator before being processed by the Business Services Unit.

DC-RSA submitted its 704 Report on December 28, 2012, for FY 2012. The report was reviewed by RSA and required some corrections. The corrected report was filed on May 28, 2013.

DC-RSA had its monitoring visit in January, 2013. The DSU allows access to the Commissioner, Comptroller General or any of their fully authorized representatives for the purpose of conducting this or any other necessary audits or reviews.

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

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

- 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.

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.

### 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.

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

The DSU assigns a contract administrator to monitor each private provider compliance with all provisions of the contract with the DSU, as well as all regulatory requirements. Contract administrators visit the facilities they monitor and review records to ensure compliance. All payments must be approved by a contract administrator before being processed by the Business Services Unit.

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

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- 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.
- 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.
- 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.
- 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.

## 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.

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 DSU and the CIL develop IL plans with persons receiving services, except in circumstances where the individual has signed a waiver stating that the plan is unnecessary. All clients receiving IL services will have a plan of services developed that will result in a valued or measurable outcome for the client. The client may modify the plan of services if needed as a result of health related change, including clients that receiving IL services through a community provider Human Caner Agreement. All plans must be reviewed and signed by the DSU IL specialist and then entered into the agency System 7 Case Management System.

#### 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.

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.

#### 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.

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.

The District has established regulations, consistent with the federal requirements of 34 CFR 354.56, to safeguard the confidentiality of all personal information in client files. These regulations are found at 29 DCMR 118.

## 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
	The DSE and the CIL in collaboration with the SILC will develop and distribute consumer satisfaction surveys to evaluate the effectiveness of information and referral services, effectiveness of outreach campaigns for housing, service availability, and transition services. Consumer surveys are distributed via US mail to individuals after case closure, along with a stamped return envelope. The Quality Assurance Unit collects the results and analyzes them.
	The SILC will work with the DSE and the SRC in developing a solicitation for the 2014-16 Comprehensive Statewide Needs Assessment, which will evaluate the effectiveness of services, the quality of service delivery, and effectiveness of the collaboration between service providers.
	The DSE has external monitors who evaluate the quality of services provided by contract agencies. These monitors visit each agency at least quarterly to ensure compliance with the provisions in the agency's contract. The monitors have developed a monitoring tool that tracks the requirements outlined in the Human Care Agreement with a provider to determine the extent to which the agency is meeting the requirements of these agreements. Based on the results of these reviews, the DSE has a variety of interventions if performance concerns exist, including providing technical assistance to the agency, suspending referrals for services to allow the agency to correct deficiencies or referring to the DDS Office of Contracts and Procurement with a recommendation for formal action to be taken regarding the contract, either suspending or termination for failure to comply.
	The SILC has established active committees which meet regularly, on at least a monthly basis. The Service Needs/Monitoring and Evaluation Committee will be responsible for overseeing the implementation of outreach and education activities under the SPIL.
	The Director of the DSE, the Director of the CIL and the Chairperson of the SILC will meet quarterly to evaluate the progress of the organizations in coordinating services, and finalizing a system that provides for independence of the SILC.
	The SILC has established active committees which meet regularly, on at least a



	monthly basis. The Advocacy Committee will be responsible for overseeing the implementation of advocacy activities under the SPIL.
	The SILC has established active committees which meet regularly, on at least a monthly basis. The State Plan Committee will be responsible for developing the state plan and overseeing its implementation.
	The SILC has established active committees which meet regularly, on at least a monthly basis. The Finance Committee will be responsible for assisting in the development of and overseeing the implementation of the SILC Resource Plan.

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

### 8 State-Imposed Requirements

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