

Bush 2011-2013 SPIL DRAFT 03/10/10
STATE: DISTRICT OF COLUMBIA

STATE PLAN FOR
INDEPENDENT LIVING
(SPIL)

Chapter 1, Title VII of the Rehabilitation Act of 1973, as Amended
STATE INDEPENDENT LIVING SERVICES (SILS) PROGRAM
PART B
CENTERS FOR INDEPENDENT LIVING (CIL) PROGRAM
PART C

FISCAL YEARS 2011-2013

Effective Date: October 1, 2010

Draft 03/10

TABLE OF CONTENTS

Part I: Assurances

Section 1: Legal Basis and Certifications.....	3
Section 2: SPIL Development.....	4
Section 3: Independent Living Services.....	6
Section 4: Eligibility.....	6
Section 5: Staffing Requirements.....	6
Section 6: Fiscal Control and Fund Accounting.....	7
Section 7: Recordkeeping, Access and Reporting.....	7
Section 8: Protection, Use and Release of Personal Information.....	7
Section 9: Signatures.....	8
Part II: Narrative	
Section 1: Goals, Objectives and Activities.....	9
1.2 Objectives-34 CFR 364.42 (a)(1)and (d); 34 CFR 364.32; 34 CFR 364.33	
1.2 A Objectives to be achieved and the time frame for achieving them	
1.2 B Describe the steps planned regarding outreach to populations in the State that are un-served or underserved by programs under Title VII, including minority groups and urban and rural populations	
Financial Plan- 34 CFR 364.42(a)(2) and (3); 34 CFR 364.29	

1.3A Financial Plan Narrative and Tables

1.3B(1) Specify how the part B, part C and Chapter 2 (Older Blind) Funds, if applicable, Will Further the SPIL Objectives

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.

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.

1.3B(4) Provide any Additional Information about the Financial Plan, as appropriate

1.4A Describe how the SPIL objectives are consistent with and further the purpose of Chapter 1 of Title VII

1.4B Describe how the SPIL objectives, the DSU and the SILC considered and incorporated, where appropriate, the priorities and objectives established by centers for independent living.
Cooperation, Coordination and Working Relationships among various Entities.
Coordination of Services-34 CFR 364.27
Independent Living Services for Individuals Who are Older Blind

Section 2: Scope, Extent, and Arrangements of Services.....25

2.1A Check the Appropriate Boxes in the SPIL Instrument Table.....

2.1B Describe any Service Provisions Priorities, including Types of Services or Population...

2.1C If the State Allows Service Providers to Charge Consumers for the Cost of IL Services, Specify the Types of IL Services for Which Costs May Be Charged....

2.2 Arrangements for State-Provided Services – 34 CFR 364.43 (d) and (e)

2.2A If the DSU will Provide any IL Services Identified in Section 2.1A through Grants....

2.2B If the State Contract with or Awards a Grant to a Center for the General Operations...

Section 3: Design for the Statewide Network of Centers.....28

Existing Network – 34 CFR 364.25

Expansion of Network – CFR 364.225

Section 723 States Only – 34 CFR 364.39

3.3A If the State follows an Order of Priorities for Allocating Funds Among Centers...

3.3B Describe How the State Policies, Practices, and Procedures Governing the Awarding....

Section 4: Designated State Unit (DSU).....30

4.1A Administrative Support Services – 34 CFR 364.4; 34 CFR 364.22(b)

4.2 Describe the Administrative Support Services to be Provided by the DSU...

4.1B Describe Other DSU Arrangements for the Administration of the IL Program....

Section 5: Statewide Independent Living Council (SILC).....30

Resource Plan – 34 CFR 364.21(i)

5.1A Describe the Resource Plan Prepared by the SILC in Conjunction with the DSU...

5.1B Describe How the Following SILC Resource Plan Requirements will be Addressed...

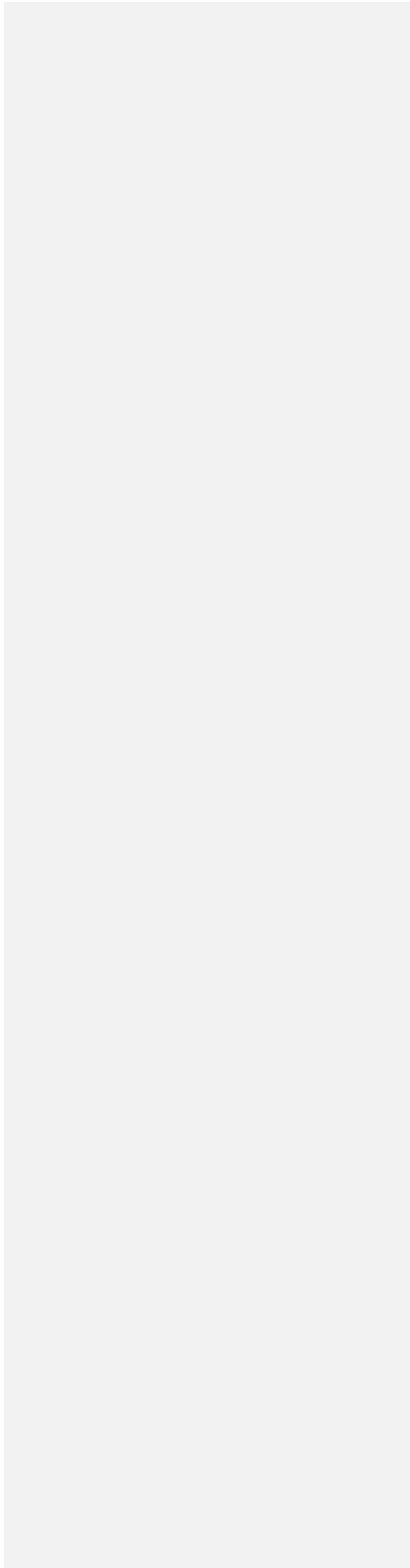
5.2 Establishment and Placement – 34 CFR 364.21(a)

5.3 Appointment and Composition – 34 CFR 364.21(b)-(f)

5.4 Staffing – 34 CFR 364.21(j)

Section 6: Service Provider Requirements.....34
Staffing – 34 CFR 364.23; 34 CFR 364.24; 34 CFR 364.31
Fiscal Control and Funding Accounting – 34 CFR 364.34
Recordkeeping, Access and Reporting – 34 CFR 364.35; 34 364.36; 34 CFR 364.37
Eligibility – 34 CFR 364.40; 34 CFR 364.41
Independent Living Plans – 34 CFR 364.43©
Client Assistance Program (CAP) Information – 34 CFR 364.30
Protection, Use and Release of Personal Information – 34 CFR 364.56(a)

Section 7: Evaluation.....34
Section 8: State-Imposed Requirements.....35



PART I: Assurances

State of: Washington, DC

Section 1: Legal Basis and Certifications

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 State Independent Living Services (SILS) and Centers for Independent Living (CIL) Programs is District of Columbia Rehabilitation Services Administration (DCRSA) in accordance with 34 CFR 76.104(a)(1) and (2); 34 CFR 364.22(a)

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 is N/A. Indicate N/A if not applicable. 34 CFR 76.104(a)(1) and (2); 34 CFR 364.20(d) and 364.22©

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© of the Act in the State is District of Columbia Statewide Independent Living Council (DCSILC). 34 CFR 364.21(a)

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 District of Columbia, and have adopted or otherwise formally approved the SPIL. 34 CFR 76.104(a)(7); 34 CFR 364.20(c) and (d)

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. 34 CFR 76.104; 34 CFR 80.11©

1.6 The SPIL is the basis for State operation and administration of the program. All provisions of the SPIL plan are consistent with State law. 34 CFR 76.104(a)(4) and (8)

1.7 The representative(s) of the DSU and, if applicable, of the separate State agency authorized to provide VR services to individuals who are blind, who has/have 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/are: Roy Albert, Deputy Director, District of Columbia Rehabilitation Services Administration . 34 CFR 76.104(a)(5) and (6)

Section 2: SPIL Development

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;
and

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. 34 CFR 364.20(f)

The DSU and SILC conducted 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 other revisions to the approved State Plan. 34 CFR 20(g)(1)

The DSU and SILC provided:

Appropriate and sufficient notice of public hearings was provided at least 30 days prior to the conducted public meetings, through electronic mail (e-mail), flyers, posted notices, newspaper listings in daily and community papers, public service announcements and by direct mail to consumer constituency groups. Public Hearings were held on Friday, January 22, 2010 and Friday, April 23, 2010 from 1:00pm to 4:00pm.

(b) Public Hearings were held at the Washington Metropolitan Area Transit Authority (WMATA) Headquarters, in the Jackson Graham Building at 600 5th Street NW, Washington, D.C. 20001 in the first floor board room. This location is centrally located and easily reached via public bus and rail. Alternative format for distributed information include American Sign Language (ASL) Interpreters, CART services, Audio- loops, audio recordings, Braille and/or large printed materials.

(c) The DSU, DCSILC in conjunction with District of Columbia Center on Independent Living distributed public hearing notices, informational flyers and agendas are distributed for circulation along with the approved State Plan in alternate formats for individuals who rely on alternative modes of communication. 34 CFR+ 20(g)(2)

The DSU and SILC have established local mandates that provide written guidelines that detail procedures for conducting public meetings in accordance with the following requirements:

The DSU and SILC shall provide:

Appropriate and sufficient published notice of the public meetings at least 30 days prior to the scheduled public meeting through various media available to the general public, such as newspapers and public service announcements, and through specific contacts with appropriate constituency groups and organizations identified by the DSU and SILC.

Reasonable accommodations are provided to individuals with disabilities who rely on alternative modes of communication during the public meetings. Routine accommodations include the provision of American Sign Language (ASL) Interpreters, CART services, audio-loops, and Braille and large print materials.

Public meeting notices are composed and published a minimum of 30 calendar days prior to the public hearings in conjunction with the proposed State Plan. The proposed State Plan is routinely distributed in alternate formats to ensure accessibility to individuals who rely on alternative modes of communication. 34 CFR 364.20(g)(2)

At public meetings to develop the State Plan, the DSU and SILC identify those provisions in the SPIL that are State-imposed requirements that are required to comply with the regulations in 34 CFR parts 364, 365, 366, and 367. 34 CFR 364.20(h)

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. 34 CFR 364.28

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. 34 CFR 364.20(e)

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. 34 CFR 364.43(b)

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. 34 CFR 364.43©

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:

- (a) The availability of the CAP authorized by section 112 of the Act;
- (b) The purposes of the services provided under the CAP; and
- (c) How to contact the CAP. 34 CFR 364.30

3.4 Participating service providers meet all applicable State licensure or certification requirements. 34 CFR 365.31©

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, 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.

(b) The determination of an individual's eligibility for IL services under the SILS and CIL programs meets the requirements of 34 CFR 364.51. 34 CFR 364.40(a), (b) and (c)

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. 34 CFR 364.41(a)

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. 34 CFR 364.41(b)

Section 5: Staffing Requirements

5.1 Service provider staff includes personnel who are specialists in the development and provision of Independent Living (IL) services and in the development and support of centers. 34 CFR 364.23(a)

5.2 To the maximum extent feasible, a service provider makes available 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 who apply for or receive IL services under Title VII of the Act 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. 34 CFR 364.23(b)

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. 34 CFR 364.24

5.4 All recipients of financial assistance under Parts B and C, 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. 34 CFR 364.31

Section 6: Fiscal Control and Fund Accounting

All recipients of financial assistance under Parts B and C, 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. 34 CFR 364.34

Section 7: Recordkeeping, Access and Reporting

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

- a) The amount and disposition by the recipient of that financial assistance;
- b) 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. 34 CFR 364.35(a) and (b)

7.2 All recipients of financial assistance under Parts B and C, Chapter 1 of Title VII of the Act will submit reports that the Commissioner determines to be appropriate with respect to the records that are required by 34 CFR 364.35 and .36

7.3 All recipients of financial assistance under Parts B and C, Chapter 1 and Chapter 2 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. 34 CFR 364.37

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). 34 CFR 364.56(a)

Section 9: Signatures

After having carefully reviewed all of the assurances in sections 1 – 8 of this SPIL, the undersigned hereby affirm that the State of District of Columbia is in compliance and will remain in compliance with the aforementioned assurances during 2011-2013 three-year period of this SPIL.

The effective date of this SPIL is: October 1, 2010 (year)

SIGNATURE OF SILC CHAIRPERSON

DATE

ROBERT COWARD

NAME OF SILC CHAIRPERSON

SIGNATURE OF DSU DIRECTOR DATE
ROY ALBERT, DEPUTY DIRECTOR

NAME AND TITLE OF DSU DIRECTOR

SIGNATURE OF DIRECTOR OF THE SEPARATE STATE AGENCY FOR INDIVIDUALS WHO ARE BLIND DATE
NAME AND TITLE OF THE DIRECTOR OF THE SEPARATE STATE AGENCY FOR INDIVIDUALS WHO ARE BLIND

PART II: Narrative

Section 1: Goals, Objectives and Activities

Goals and Mission 364 CFR 364.42(b)(1):

(a) Mission

The Department on Disability Services/Rehabilitation Services Administration (DDS/RSA)(herein also known as the DSU or Designated State Unit) in cooperation with the District of Columbia Statewide Independent Living Council (DCSILC) and the District of Columbia Center for Independent Living (DCCIL) shall provide comprehensive Independent Living (IL) services for persons with significant disabilities. The customized independent living services will promote and empower individuals with disabilities; development their full potential, independence and self sufficiency in the home and/or community. Individualized Independent Living Services include but are not limited to evaluation assessment tools, counseling and guidance, advocacy which will lead to heightened consumer control, IL training, housing modification as related to the provision of independent living services, physical and or mental restoration and therapeutic treatment,

(b) Goals

The Department on Disability Services/Rehabilitation Services Administration and the District of Columbia Statewide Independent Living Council (DCSILC in collaboration with the District of Columbia Center for Independent Living (DCCIL) shall provide comprehensive outreach services through educational marketing strategies to District of Columbia residents with significant disabilities through cross disability partnerships and expanding communication by public meetings, planned activities and forums. coalition building and partnership expansion efforts with other entities.

1. The Department on Disability Services/Rehabilitation Services Administration (DSU) and the District of Columbia Statewide Independent Living Council (DCSILC) in collaboration with the District of Columbia Center for Independent Living (DCCIL) shall develop and implement a citywide Independent Living Needs Assessment which will update, fully identify the current unserved and underserved persons with significant disabilities. Independent Living Services will then be examined and restructured to improve services to the unserved and underserved District of Columbia residents

2. The Department on Disability Services/ Rehabilitation Services Administration (DSU), the District of Columbia Statewide Independent Living Council (DCSILC) and in collaboration with the District of Columbia Center for Independent Living (DCCIL) shall initiate a network of Government and private stakeholders to develop a service delivery criterion to expedite identification of affordable/accessible housing to persons with significant disabilities.
3. DCSILC and DCCIL members will partner with the District of Columbia Housing Authority, District of Columbia Department of Community Development, District of Columbia Housing Finance Agency and the District of Columbia Housing Counseling Agencies to advocate on behalf of persons with significant disabilities to city legislators to develop strategies to eliminate the one to five year waiting list for rental and home purchase programs.
4. The Department on Disability Services/Rehabilitation Services Administration (DSU), in collaboration with the District of Columbia Center for Independent Living (DCCIL) shall coordinate to ensure that the District of Columbia Statewide Independent Living Council (DCSILC), is a consumer driven autonomous body in compliance with Title VII of the Rehabilitation Act and with District of Columbia Legislation.

.2 Objectives-34 CFR 364.42 (a)(1)and (d); 34 CFR 364.32; 34 CFR 364.33

1.2 A Objectives to be achieved and the time frame for achieving them

Year 2011 The DDS/RSA and the SILC shall:

- Develop a cross disability accessible website www.dc.gov that will provide information and guidance to those persons with significant disabilities seeking the availability of independent living services through the DDS/RSA webpage.
- Update and improve the website www.dcsilc.org initiate and develop web announcements for and about cross disability activities which highlight local persons that achieve or promote independent living services.
- Initiate services to serve more deaf/blind consumers which have been identified as a growing population of unserved and underserved group in the District of Columbia
- Identify additional funding sources during fiscal.
- Promote the passage of current District of Columbia Mayor's Order regarding DCSILC composition financial autonomy and board member recruitment guidelines.
- Develop cross disability communication networks by attending holding public and community events at recreational facilities, health agencies, and schools, places of worship and nursing homes or assisted living facilities.
- Partner and participate in cross disability community meeting, boards and commissions that promote empowerment, independence, and self sufficiency through independent living services. Work with youth, seniors and community organizations
- Establish a Needs Assessment task force initiated by DDS/RSA, DCSILC through collaboration with the State Rehabilitation Council.
- Develop a RFP to hire a company to administer the Needs Assessment.
- Promote staff and board member training opportunities to improve knowledge of the Independent Living Philosophy, Title VII Regulations and the Four Core IL service objectives information and referral, peer counseling, advocacy and independent living

skills training through the George Washington University for Counseling Research & Education, Technical Assistance & Continuing Education Center, Region 3

- Review statistical measures to improve service delivery to IL clients and revise current service standards and program qualification standards in conjunction with the George Washington University for Counseling Research & Education, Technical Assistance & Continuing Education Center, Region 3.
- Provide training for staff and the community about the Independent Living Services offered by DDS/RSA in collaboration with the George Washington University for Counseling Research & Education, Technical Assistance & Continuing Education Center, Region 3.
- Identify and partner with local housing authorities, governmental entities, legislative bodies and other entities' who are knowledgeable about District of Columbia housing issues facing persons with significant disabilities.
- Provide technical support in accordance with the American with Disabilities Act, the Fair Housing Act and local guidelines to District of Columbia city planners, building developers and legislators who are interested in building multi-income and accessible housing.
- Develop and distribute client satisfaction surveys to assess how consumers view the IL service delivery process
- Identify and contract with additional local vendors that provide independent living skills and 4 core services to expedite IL service delivery.

Year 2012 The DDS/RSA and the SILC shall:

- Promote education about the concepts of "Universal Design and Visitability" toward the full societal inclusion of persons with disabilities in the home and the community.
- Create A-How-To Information Guide for distribution to the community that will promote understanding of local housing requirements for persons with significant disabilities.
- Continue cross disability communication networks. building
- Partner and participate in cross disability community meeting, boards and commissions that promote empowerment, independence, and self sufficiency through independent living services.
- Develop market strategy to locate an executive director for the DCSILC
- Research and evaluate possible location for DCSILC move.

Year 2013 The DDS/RSA and the SILC shall:

- Provide services to the identified unserved and underserved residents
- Recruit and hire additional rehabilitation counselors with independent living skills training knowledge.
- Reorganize operational structures to maximize the delivery of services and track outcomes to access if the needs of individuals with significant disabilities are met.
- Develop and distribute self assessment tools to measure progress.
- Create A-How-To Information Guide for distribution to the community that will promote understanding of housing requirements for persons with significant disabilities.
- Create functional websites that will provide an opportunity for consumers to interact with DCRSA and DCSILC through blogs, surveys and other links that provide direct service access.
- DCSILC relocation independent of the DSU.

Year 2011 the DCCIL shall:

Provisions shall be made for clients in the Older Blind Program who are in need of a low vision examination. Recommendations from the examination shall be noted and the client shall be counseled as to the results.

Initiate a wider footprint to cover the northwest quadrant of Washington, DC to meet the needs of the unserved and underserved emerging populations.

Identify additional funding sources during fiscal.

Identify a location, rental facility and personnel structure during fiscal year 2011. and begin Initiating the relocation of DCCIL satellite office by fourth quarter of fiscal year 2011. in Wards 1 and 4.

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. This section of the SPIL must:

(1) Identify the populations to be designated for targeted outreach efforts

- a. The DSU/DCSILC/DCCIL continues to actively provide outreach services for the
 - m. emerging populations in the District of Columbia. The targeted outreach populations that have been identified are the Asian, Latino, and Ethiopian communities.
 - b. The District government is committed to serving all residents including non-English
 - n. or limited-English proficiency (LEP), persons who are deaf, hard of hearing, blind, or who have low vision. DSU/DCSILC/DCCIL will collaborate with community-based organizations (CBO) to provide information and subsequent services.
 - c. Contact will be made with CBOs such as Education Organization for United Latin
 - o. Americans (EOFULA); Executive Office of the Mayor, Office of Community Affairs, Office of Latino Affairs (OLA); Asian Service Center (ASC), Commission on Asian and Pacific Islander Affairs (CAPIA); Ethiopian Community Services and
 - p. Development Council (ECSDC) and the Ethiopian Community Center (ECC)
 - d. Through the Language Access Act of 2004, the DSU must make language assistance, translation of documents, and other printed material accessible and available to individuals with limited English skills. Also, posted multilingual
 - q. signage will be expanded upon and continue to be posted within the DSU/DCSILC/DCCIL satellite divisions, branches and office settings.
 - r. (See Attachment 1.)
 - e. The Executive Office of the Mayor established a District of Columbia Language Access Implementation Plan (LAP) that provides translation tools and identifies key
 - s. personnel to staff to ensure meaningful access to the full array of city services that are available to District of Columbia residents regardless of one's ability to communicate in English.
2. Identify the geographic areas (i.e. communities) in which the targeted populations reside.

- t. According to the 2000 Census data, in the District of Columbia an estimated two-thirds are Spanish speaking, have Limited English Proficiency (LEP) and reside in Wards 1, 4, and 5.
- u.

The remaining one-third who speak limited English are of Asian and African descent and primarily reside in Ward 1 and 2.

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

The DSU will address the needs of individuals with significant disabilities from minority and multicultural backgrounds by informing clients of the availability of language assistance at no cost to them. When DSU counselors and staff encounter a LEP client with disabilities, they will know to brief the client of the availability of language services and provide literature in their native and mode of communication method.

The following steps may be used by staff to identify the language service needs of individuals seeking vocational rehabilitation or Independent Living services:

Use the "Language Identification Card and Number" provided to each agency by the Language Line to assist in dialect or language identification.

Ask client to identify the language on the multilingual poster displayed throughout the DSU reception areas and offices.

If client is accompanied by an English speaker, ask the English speaker for help in identifying the primary language spoken by the client.

If the client is hard of hearing or deaf, a staff person may write a note asking the person how she/he can assist her/him. The DSU has a full-time Sign Language Interpreter working in the Field Service Division and several personnel that are proficient in American Sign Language (ASL) interpreting. Individuals with disabilities seeking information about our vocational rehabilitation services also

have the option to speak to Spanish speaking workers within the designated ward areas between the hours of 8:15 am and 4:45 pm.

- e. The DC Rehabilitation Service Administration's Field Service Division, continues to be an important focus in our effort to meet the needs of the ever changing population diversity within identified wards of the

Washington, DC area with on-site bilingual staff; translation and interpreter services;

and, service brochures/posters that have been translated into Spanish, Chinese (Traditional), Vietnamese, Korean, and Ethiopian (Amharic). DC/RSA also provides a

core of direct services to these populations that include: orientation to the vocational rehabilitation services system (in Spanish, Chinese and ASL);

vocational evaluation; psychological evaluation; medical evaluation; and counseling and guidance.

- f. Use of Family and Friends as Interpreters. DC/RSA staff informs all individuals with LEP of their right to no-

charge language assistance. The use of family and friends is discouraged because of issues of competency, confidentiality, and potential conflict within the

client/family/friend relationship. The use of family and friends is allowed only after an offer of free language assistance has been offered, and the refusal of translation

services is documented. No minor children are allowed to act as interpreters.

- g. For the upcoming fiscal years, the DSU will continue to focus on issues affecting our multicultural clients, as well as continue to outreach through public events and forums and provide

technical support and services to community-based organizations that work with the Asian and Pacific Islander, Hispanic, and Ethiopian populations; as well as with other unserved and underserved communities.

1.3 Financial Plan- 34 CFR 364.42(a)(2) and (3); 34 CFR 364.29

a. In year one (1) DCCIL will:

Aggressively increase its outreach efforts to the un-served and underserved populations through their participation in community events.

Target the main site along with the Older Individuals Who are Blind Program (OIB) located in Ward 5 and on the boundary line of Ward 6 and target the Anacostia Center for Independent Living (ACIL), which is the satellite office located in Ward 8. Extend outreach efforts to individuals with disabilities residing in each of the other five wards in the District of Columbia.

Increase its outreach efforts to Hispanic, Asian and Caribbean Islanders.

Develop brochures and other relevant materials in the preferred languages of clients at approximately \$1,000.00 per translation.

Identify agencies already serving these populations and compile a directory including points of contact.

Network with community-based organizations to establish a productive relationship with those agencies.

Collaborate with the District of Columbia Statewide Independent Living Council (DCSILC), the DSU and the Mayor's Committee on Persons with Disabilities (MPCD) to host educational forums for consumers in unserved or underserved populations with a cost of \$500.00 Postage, and \$2,000.00 for Food totaling \$2,500 and ensure participants in these forums are informed about the three basic goals of the Independent Living Program:

- a. To provide community-based services for persons with significant disabilities.
- To promote full integration of persons with significant disabilities into the community.
- To assist persons with significant disabilities to become more independent and self sufficient.

Improve its housing initiatives by having three DCCIL staff members train to become National Federation of Housing Counselors and certified DC Metropolitan Housing Counselors. Approximately \$4,200.00 will be needed for purchase of housing manuals and the examination cost for the three staff.

8. Spearhead a housing advocacy network with the Director of the District of Columbia Housing Authority to increase the availability of accessible/affordable housing for persons with disabilities. Annual local travel cost will be \$1,000.

Visit several organizations that provide workforce development training and job placement to do an on-site observation and information sharing for the purpose of informing potential consumers and other agencies about DCCIL services and establishing resources for job placement services for consumers.

Attend at least six events in the DC Public School (DCPS) System such as Parent Teacher Association (PTA) meetings, Parent-Teacher (PT), Transition and Back to School Night conferences. The purpose of the visits is to educate the parents and students of the services DCCIL offers.

Develop an outreach program for transition from school to work for youth with disabilities. Examine the feasibility of establishing an additional satellite site in the Northwest sector of the city. Collaborate with organizations implementing the Workforce Development Initiative. Facilitate four Job Readiness Workshops per year that will:

- (a) Be held at the center's main office and will run for 10 consecutive weeks.
- (b) Target consumers who request assistance in becoming employable; and
- © Will cover topics that include resume writing, effective job searching, dressing for success, interviewing skills, and job retention.

Host two Train the Trainers peer counseling groups per year that will each run for 12 consecutive weeks,

(a) Consist of consumers with varied disabilities and will be held at the center. The purpose will be to teach consumers to be advocates and leaders for themselves and their peers in the community.

(b) Approximately \$1,000.00 annually for refreshments and graduation ceremony.

Collaborate with the DC Disability Equipment Recycling Program, to provide outreach as well as assistive technology services.

As an intermediate step, expand the DCCIL to Northwest by setting-up a mini satellite unit that share facilities with DC SHARES and cost approximately \$250.00 per month for cell phone.

17. Work with RSA to ensure the utilization of local agencies, organizations and facilities in the administration of the independent living rehabilitation services program.

- b. In year two (2) DCCIL will:

Continue to participate with consumers and other agencies that advocate and Promote Independent Living services in conjunction with the District of Columbia Statewide Independent Living Council (DCSILC) which identifies consumer service needs, develops and evaluates program objectives and ensures the services provided are the services needed by the citizens in the District of Columbia.

Continue to expand its efforts to establish and maintain cooperative agreements with other public entities such as Office on Aging. At the present time, the DSU has cooperative agreements with or utilizes the services and facilities of the following District of Columbia agencies:

Income Maintenance Administration (IMA)
Developmental Disabilities Administration (DDS/DDA)
Department on Mental Health (DMH)
District of Columbia Public Schools (DCPS)
Department of Employment Services (DOES)

Organize community meetings in neighborhoods predominantly populated by the unserved and underserved populations.

Educate staff working with individuals with disabilities who are unserved or underserved.

5. Continue its outreach efforts to provide services to individuals who are deaf or hearing impaired along with cross disabilities in collaboration with DC Deaf Reach and other such programs, to provide individualized independent living skills, and advocacy services to consumers.

Establish a pilot program that will offer supportive services to be instituted for older individuals who are both hearing and visually impaired.

6. Assist consumers in applying for HUD and District of Columbia Government grant dollars to provide subsidized housing for District residents.

Apply to the US Federal Emergency Management Administration (FEMA) for funding to assist consumers in acquiring and maintaining stable accessible housing including: assisting with rent deposits; moving expenses; buying adaptive equipment; and making accessibility modifications. Continue its vigorous outreach to individuals with traumatic brain injury, persons with spinal cord injury and to individuals with developmental disabilities.

Develop plans to reach individuals who are deaf and are recovering from drug/alcohol abuse and are unable to benefit from Alcoholics Anonymous meetings without available interpreter services.

Form a liaison with the University of the District of Columbia (UDC), home health agencies and consumers to provide them with training to assist Personal Care Attendants (PCA's) to become more sensitive care takers.

Develop an outreach activity for landlords to educate them on the grants and tax incentives available to them for assistive technology reimbursement.

c. In year three (3) DCCIL will:

Expand outreach efforts to international organizations such as embassies and the World Bank. Attend PTA meetings and attend "Back to School Night" in collaboration with the DC Public Schools (DCPS) to inform the public on DCSILC and DCCIL services.

Spearhead a youth forum to inform parents and/or guardians of children with disabilities on services, benefits and products that are available to them and their children.

Develop and implement with DC employers a 10-week internship program for youth and young adults with disabilities to provide gainful employment skills.

Teach self advocacy and systems advocacy to parents and children with disabilities to address such issues as the need for affordable/accessible housing; appropriate education for all students with disabilities, IDEA; transportation; and

personal care attendant services; as well as to gain knowledge of pertinent legislative issues.

Expand and improve its initiative to deliver Independent Living services to children and youth with disabilities.

Refer children and youth with disabilities to legal service providers such as the Juvenile and Special Education Clinic of the David Clark School of Law at the University of the District of Columbia, to promote advocacy on issues beyond our scope of practice and legal services.

Institute a Personal Care Attendant Management class designed to foster better communication between the PCA and the consumer.

Reestablish the on-site Independent Living Skills Training Center

Supplement and hire skilled travel training professionals

Purchase household equipment and supplies to be used during client training

Establish a fee for service

Review existing paradigms for IL Skills for use at the DCCIL

In accordance with recent data published by the Brookings Institution and DCCIL's collaborative association with the Language Access Coalition one in five Metropolitan Washington residents is foreign born. Metropolitan Washington has similar shares of Latin America (39%) and Asian (35%) immigrants. However, nearly half of District of Columbia immigrants come from Latin America (48%). The majority of Latin American immigrants in the District reside in the Adams Morgan/Columbia Heights areas. The LEP median income is \$15,786 and the Non-LEP median

income is \$35,417 which further indicates that this population qualifies as unserved and/or underserved.

Far too many LEP/NEP residents remain isolated or must inappropriately rely on children, relatives and friends to interpret their daily social, business or medical affairs.

DCCIL plans to establish a LEP/NEP program that will provide language access training for District of Columbia residents. The language access course will take place in the DCCIL (Main Office) and will be one of the initial training options available at the DCCIL (Pending Satellite Office) located in Adams Morgan/Columbia Heights. The DCCIL will partner with other associates of the Language Access Coalition to establish, regulate and address this populations needs.

Establish language access training course for Limited English Proficient (LEP) unserved and underserved residents.

Research requirements for bilingual certified interpreters.

Establish a referral employment data base for bilingual certified interpreters.

Purchase language accessible CIL brochures and audio tapes for community outreach. Purchase adaptive equipment needed to make public forums accessible to cross disability participants.

Collaborate with other stakeholders to distribute community outreach materials in several languages to meet the needs of the District of Columbia's multi-cultural populations.

Reprint current CIL brochure in a minimum of four (4) languages other than English, i.e. Spanish, Mandarin, Cantonese, Amharic, French, etc. Purchase adaptive equipment for hard of hearing and visually challenged consumers Provide CART services when feasible Provide American Sign Language Interpreters when feasible

Establish office computer skills training courses for consumers that need to expand or supplement current peer and other training courses (Main and Anacostia Offices). The computer skill courses should include basic computer skills: how to access the internet, resume building skills and job application procedures onset and follow-up, applicant interview techniques and skills to correspond with your application. Additionally, the CIL may be able to utilize its collaborative relationship with the District of Columbia Department of Employment Services in this endeavor.

Utilize consumers that have attained these skills as co-instructors or mentors

Recruit volunteers to assist new consumers trying to attain the same skills

Purchase training supplies

Increase community outreach by scheduling additional educational forums that will highlight Independent Living Program service availability. Introduce community stakeholders that complement the DCCIL's service provision. Partner with public and private organizations that provide similar or complementary services to provide outreach at recreational, medical and community centers.

Provide training and best practices to staff and volunteers about independent living programs

Schedule staff presentations and exhibits at outreach forums

Purchase adaptive devices for distribution that advertise DCCIL services and provide contact information, i.e., ergonomic pens and key holders, fitness bands, magnifiers, leg lifters, jar openers, medical diary, pill holders, etc.

Advocate with DCRSA and DCSILC to Establish an additional satellite office in the Northwest quadrant to serve the expanding un-served and underserved Hispanic population (ARRA funds).

The plan calls for maintaining the Main Office in Northeast which will serve Wards 2, 3, 5 and 6. The Anacostia satellite office will continue to serve Wards 7 and 8, and the new Northwest satellite office will serve Wards 1 and 4. Therefore, the two satellite locations will be within the city limits and comply with the standards and assurances set forth in Section 725 of the Act. The projected initial cost to set up a Center in the Northwest quadrant of the city is approximately \$200,000.00. The projected cost thereafter will be approximately \$200,000.00 per year. Increase its services to people with disabilities by establishing an additional center for Independent Living satellite office to meet the needs of emerging multicultural populations in Wards 1 and 4. Expand existing services at CIL Main Office located at 1400 Florida Avenue, NW by opening another satellite Office in the Northwest quadrant, preferably the Adams Morgan (Wards 1 & 4) area of Washington DC. The northwest quadrant houses the highest multicultural population of non-English speaking residents (Latino, Asian, and African).

To add an additional DCCIL satellite office in this location would increase services to the District's largest emerging populations. It would also reduce the number of consumers who use the Main Office on Florida Avenue and allow residents to seek services in their own neighborhoods. It would also allow more operating space to reinstate the Independent Living Skills program at the Main DCCIL site.

- Consultant fee to locate feasible real estate for rental
- Facility Rental
- Projected Utility Cost
- Furniture
- Equipment Supplies
- Relocation and/or moving expenses
- Hire multicultural bilingual staff

1.3 Financial Plan – 34 CFR 364.42 (a)(2) and (3); 34 CFR 364.29

1.3A Financial Plan Narrative and Tables

DDS/RSA has expanded Independent Living certified counselors through all of the services provided to persons with significant disabilities. IL services have been updated and are now incorporated and directed by Program Instruction Manual.

Part B funds are primarily expended on “Human Care Agreements” for supplying Independent Living services. These contracts address primarily the vendors and contractors the DSU has negotiated with (i.e. DCCIL Columbia Lighthouse for the Blind).

The Statewide Independent Living Council (DCSILC) receives \$75,000 annually for support and administrative costs, such as, secretary, equipment, office supplies, travel stipends, interpreter services, and National Federation for the Blind (NFB) \$26,016 plus other miscellaneous items.

The Older Blind grant of \$225,000 is contracted out to the DC Center for Independent Living to employ a director, secretary and part-time staff members who provide services such as mobility training, transportation, peer counseling and coordination, low vision examinations. Most services are provided by staff, whose salaries total \$124,519. The OIB must purchase low vision examinations that are estimated to cost between \$300 and \$400 per assessment.

The DC Center for Independent Living grant of \$743,007 is used to provide core services to consumers. Personnel costs item totaling \$294,483; office rent and

utilities are approximately \$37,344; and expenses such as transportation, supplies, consumer supplies, telephones, etc. are budgeted at \$40,000. The remaining budget is for the provision of services to consumers.

Additionally, ARRA funds upon receipt will enhance and expand services in the following areas :

- Reestablish on-site IL Skills Training Center (\$120,000)
- Opening satellite CIL (\$200,000)
- Establish LEP/NEP program (\$20,000)
- Purchase language accessible CIL outreach materials (\$13,965)
- Establish office computer skills training courses, including purchase of computers and software (\$7,500)
- Increase community outreach (\$3,500)

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

Year 1

Sources	Approximate Funding Amounts and Uses			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds				
Chapter 1, Part B	75,000	301,477		26,016
Chapter 1, Part C			743,007	
Chapter 2, Individuals Who are Older Blind		225,000		
Other Federal Funds				
Sec. 101(a)(18) of the Act (Innovation and Expansion)				
Other				
Non-Federal Funds				
State Funds		68,497 (combination of salary, benefits)		
Other				

Year 2

Sources	Approximate Funding Amounts and Uses			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds				
Chapter 1, Part B	75,000	301,477		26,016
Chapter 1, Part C			743,007 (sum does not reflect new location funding op.-See	

			DCCIL Year 3 pp. 16)	
Chapter 2, Individuals Who are Older Blind		225,000		
Other Federal Funds				
Sec. 101(a)(18) of the Act (Innovation and Expansion)				
Other				
Non-Federal Funds				
State Funds		68,497 (combination of salary, benefits)		

Year 3

Sources	Approximate Funding Amounts and Uses			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds				
Chapter 1, Part B	75,000	301,477	743,007 007 (sum does not reflect new location funding op.-See DCCIL Year 3 pp. 16)	
Chapter 1, Part C				
Chapter 2, Individuals Who are Older Blind		225,000		
Other Federal Funds				
Sec. 101(a)(18) of the Act (Innovation and Expansion)				
Other				\$364,965.00 (ARRA)
Non-Federal Funds				
State Funds		68,487 (combination of		

		salary, benefits)		
--	--	-------------------	--	--

The DSU contracts with the DCCIL to service the Older Blind grant, which also staffs a Certified Rehabilitation Counselor (CRC) to monitor the program and to assure that the mission, goals and objectives of the program are met. The DSU and DCCIL have formal face to face and teleconference meetings to assure that funds are being used specifically for individuals with significant disabilities that will facilitate them in becoming better-abled, independent, self-sufficient and self-reliant. In addition, satisfaction surveys and needs assessments are conducted by the DSU and DCCIL to identify any gaps in the programs.

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

DCCIL receives funding directly from Title VII, Part B funding streams and is essentially financially independent from the DSU. However during last fiscal year the DCCIL had the opportunity to work extensively with DDS/RSA and DCSILC to plan city wide service enhancements thorough the American Recovery and Reintervention Act of 2009. That collaborative earned the city an additional \$365,000 to institute needed service delivery provisions.

Additional services will include a new satellite center in an unserved and underserved quadrant of the District of Columbia, life skills training, additional peer and advocacy counseling, expand travel, literacy and mobility training.

1.3B (3) Not applicable-see 1.3B(2)

1.3B(4) Not applicable

1.4A Describe how the SPIL objectives are consistent with and further the purpose of Chapter 1 of Title VII.

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

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

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

Expand a satellite CIL to the Northwest quadrant, to augment and develop outreach and coordination efforts surrounding the ever pressing issues related to affordable and accessible housing, training of landlords surrounding housing modifications, increased ASL and/or translation language services, youth transition programming and exposure to a varied audience that will be trained in job readiness skills.

1.4 B Describe how the SPIL objectives, the DSU and the DCSILC considered and incorporated, where appropriate, the priorities and objectives established by centers for independent living.

In preparation of the 2011-2013 SPIL the DDS/RSA, DCSILC and DCCIL with the assistance of the George Washington University for Counseling Research & Education, Technical Assistance & Continuing Education Center, Region 3 and other stakeholders developed a State Plan Time Line for what became the DDS/RSA SPIL Development Team. This Group met several times during the year to train in and complete SPIL development composition. Several collaborating planning sessions were held at the DSU with DCSILC and the DCCIL to establish:

- a. The emerging priorities
- b. expansion of the DCCIL
- c. housing issues inclusive of modification of existing structures and protocols;
and
- d. translation of printed material and documents. DSU, DCSILC and DCCIL subsequently had, and are in continuing negotiations through teleconference calls, meetings and planning sessions with the respective stakeholders that are involved in the facilitation of the stated issues and concerns.

Continuing DDS/RSA, DSILC, and DCCIL partners and stakeholders are: DC Housing Authority (DCHA), DC Housing Finance Agency (DCFHA), DC Housing and Community Development Agency (DC- DHCD, National Center for Independent Living (NCIL), DC Share (DCCIL expansion partner), University Legal Services-Housing Advocacy Unit (ULS), Washington Metropolitan Transit Authority (WMATA), Office of Human Rights (OHR), Office of Latino Affairs, Office of Asian and Pacific Islander Affairs, Office on Aging, and others.

1.5 Cooperation, Coordination and Working Relationships among various Entities. The DCSILC and DCCIL will continue to collaboratively expand, develop upon, and augment CIL services and effectively enforce changes in public policy regarding independent living operations.

This specific mission will be accomplished through: increased communication with the DC City Council and its subcommittees, namely the Committee on Human Services;

Public testimony, and joint testimonial partnerships before the Council of the District of Columbia.

DCSILC will also work with the CIL and its board to redefine strategies, curriculum and communication regarding persons with disabilities and the ever-pressing affordable and accessible local housing issues via meetings, brown bag lunch forums and conferences

In addition to partnering with stakeholders to initiate a task force on housing concerns, great effort will be paid to the troubled paratransit system, which Washington Metropolitan Area Transit Authority (WMATA) and its subcontractors provide to persons with significant disabilities.

Advocate for additional accessible and affordable housing for people with disabilities in the District of Columbia through collaboration with: DCSILC, DCCIL DCHFA/Resource Training Center, ULS, DCDHA, DCDHCD, Freddie Mac, US Department of Housing and Urban Development (HUD).

Increased public awareness of available home purchase opportunities for persons with disabilities will be achieved through direct e-mail messaging regarding seminars and workshop notifications, utilizing the DCSILC & DCCIL web site to disseminate information; community, local and national (The Washington Post) print placement notices (calendars) and articles, advertisements, broadcast (radio, television, cable), public service announcements (PSA) and public affairs programming.

Develop and implement a collaborative advocacy-training model to assist persons with disabilities to purchase more homes in the unserved and underserved Wards (7 and 8) of the District of Columbia working with Stakeholders including DCSILC, DCCIL, DSU, DCHFA/Resource Training Center, Marshall Heights Housing Counseling Agency, ULS, DCDHA, DCDHCD, Freddie Mac, US Department of Housing and Urban Development (HUD).

Through public awareness, education and advocacy, increase the number of persons with disabilities exposed to the potential of applying for the first time home buyers assistance program offered by DHCD and increase their successful home purchases

Advocate for the full inclusion of persons with disabilities in the emergency planning, training, engagement of and certification for the Citizens Emergency Response Team (CERT) training models in the District of Columbia with the assistance of: DCSILC board members, DCCIL board members, CERT stakeholders and certified training staff.

Work in partnership and with DC Department of Health, DCSILC, DCCIL, DSU, DOH and the Developmental Disabilities Administration (DDA) to strengthen federal or local legislation which will serve to improve the scope of personal care services for persons with disabilities.

Assist in the drafting of legislation and subsequently testifying as well as advocating for the passage of a local MICASSA Bill, on behalf of individuals in nursing homes who can live independently with effective guidance from the DCSILC and DCCIL.

With the passing of the Disability Protection Rights Act of 2006, which established ODR, the DCSILC will be an active partner in the establishment of the rules and regulations that will be written as it pertains to Olmstead.

Expanding advocacy for improved reliable and accessible modes of taxicab transportation for persons with disabilities with these stakeholders: DSU, DCSILC, DCCIL, Metropolitan Washington Council of Governments (COG) -Access for All Committee, Transportation Policy Board Committee (TPB); WMATA.

Promote public input of fully accessible taxicab [public] Transportation.

Establish collaborative transportation peer counseling sessions in conjunction with DCSILC, DCCIL, DCPS, and MATA/Paratransit-Rider Education Programs

To advocate for improved health and wellness opportunities for persons with disabilities in partnership with DCSILC & DCCIL websites, the District of Columbia local Hospital Network (i.e., Howard University Hospital, George Washington Georgetown University Hospital, etc.) National Federation for the Blind (NFB), and trade publications targeting people with disabilities.

Organize a series of public outreach forums to address health and wellness issues. Promote public education of health and wellness issues by listing information of planned events on websites that serve persons with disabilities.

Develop advocacy programs for persons with disabilities that promote youth participation in partnership with: DCSILC, DSU, DCCIL, DCPS System, DC Department of Employment Services (DOES), Department of Human Services (DC-DHS), and Department on Disability Services (DDS).

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

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

Partner with DCPS/Office of Special Education to advocate for alternatives to the “certificate of completion” that is currently given to many students in DCPS with disabilities at completion, rather than a high school diploma.

Provide public forums to update citizens with disabilities about the varied services to persons with disabilities.

Discuss with consumer the transition of the District of Columbia Rehabilitation Services Administration (DC/RSA, aka DSU) from the Department of Human Services to the Department on Disability Services and its impact on persons with disabilities. Inform consumers about the difference between the newly created DC Office of Disability Rights (ODR) and the new Department on Disability Services (DDS).

The DCCIL will continue to work with established partners as follows: DC Housing Authority (DCHA), DC Housing Finance Agency (DCFA), DC Housing and Community Development (DCHCD), National Council on Independent Living (NCIL), DC Share (a DCCIL expansion partner), University Legal Services –Housing and Advocacy Unit (ULS), Washington Metropolitan Area Transit Authority (WMATA) and Council of Governments (Transportation Division), Office of Human Rights specifically the Language Access Coalition (OHR) , Office of

Latino Affairs, the Office Asian and Pacific Islander Affairs and the DC Board of Elections to promote accessible voting processes.

When the Adams Morgan/Columbia Heights satellite CIL is opened it will be financed through the revitalized Independent Living Skills Program – fee for services; and received rental fees from shared space for fee with another disability agency i.e. SILC, Deaf Pride. The new CIL satellite will collaborate with the DC Language Access Coalition to promote a series of activities and training courses to eliminate LEP/NEP (limited English proficient/non English proficient) in those unserved and underserved neighborhoods.

DCCIL will apply for new grants and joint ventures that will finance services to persons with disabilities. The DCCIL will also continue to work with its board to promote fund raisers and donations through its 501©3 status. The DCCIL will research fee for service programs that can identify additional funding streams. One such opportunity may be to provide Department of Justice and Access Board compliance guidelines in accordance to American with Disabilities Act as a fee for service transactions. (ARRA)
Coordination of Services-34 CFR 364.27

As stated in 1.3 B(1), the DSU, DCSILC and DCCIL formal and informal meetings take place on many occasions throughout each fiscal year to identify, discuss and evaluate service provisions. Specifically, the DSU has three program monitors who make scheduled and unscheduled visits to the Independent Living service providers to facilitate a positive outcome for the client.

The DSU-IL unit also provides information and referral to community based organizations (CBO) to complement VR core services and thereby avoid unnecessary duplication of state and other federal funding of services.

The VR Monitoring Team conducts site visits to training related programs and service providers, contractors and vendors, as well as colleges and universities, to evaluate their operations, ADA Compliance measures, best practices and duplication of services efforts, and review contract quality assurance measures.

The DSU maintains a cross-referral system with DCCIL and the One-Stop Centers in the District of Columbia. The Department of Employment Services (DOES) One- Stop Center personnel are trained to identify individuals with significant disabilities who may benefit from either vocational rehabilitation services or the independent living programs.
Independent Living Services for Individuals Who are Older Blind

The DSU, as a part of the personnel structure, has a certified counselor, who regularly monitors the Older Individuals who are Blind (OIB) program to assure the program goals are met.

Satisfaction and assessment surveys are conducted annually. The information gathered from these surveys serve to close any gaps in service that are identified. If disparities are recognized in any of the program areas, subsequent objectives and specific goals are developed, implemented and services provided.

- c. The certified counselor that monitors the program performs regular site visits to the DCCIL, interviews participants, and reports the findings to the program coordinator. A client identification system was established and case

documentation reports initiated.

Section 2: Scope, Extent and Arrangement of Services

Scope and Extent – 34 CFR 364.42 (b)(2)(3); 34 CFR 364.43 (b); 34 CFR 364.59(b)

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 (1): 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, as follows:			
Information and referral	√	√	
IL skills training	√	√	
Peer counseling	√	√	
Individual and systems advocacy	√	√	
Counseling services, including psychological, psychotherapeutic, and related services	√	√	
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)	√	√	
Rehabilitation technology		√	
Mobility training		√	
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services		√	
Personal assistance services, including attendant care and the training of personnel providing such services		√	
Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services			√
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	√	√	

Education and training necessary for living in the community and participating in community activities		√	
Supported living			
Transportation, including referral and assistance for such transportation		√	
Physical rehabilitation		√	
Therapeutic treatment		√	
Provision of needed prostheses and other appliances and devices		√	
Individual and group social and recreational services		√	
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		√	
Services for children with significant disabilities	N/A	N/A	N/A
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		√	
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future			√
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities			√
Other necessary services not inconsistent with the Act	√		

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

Persons with severe and persistent mental illness are the largest disability category in the DSU, ranging from 29.8 percent to 31 percent. A major focus will be to expand the providers of psychological and psychotherapeutic services.

Increased awareness is needed regarding how cross disabilities impact the mental capacity of individuals to, for example, function daily and travel (local and/or distances). The DSU and the DCSILC are involved with the National Capital Region Transportation Planning Board, which addresses customer service. Sensitivity training will be suggested as a training tool to bus drivers,

paratransit, subway, station managers and front line transportation employees that provide direct service for people with disabilities.

2.1C Payment of Services

The DSU purchases services for the client, however, where possible, comparable benefits are used such as Medicare, Medicaid and other local medical insurance providers. In these cases, no financial needs test applied.

2. Service providers are required through the DSUs, Human Care Agreements (contract analysis keep records of, type of services requested, services provided and hour of service provided). Comprehensive vouchers are submitted to the DSU for subsequent payment.

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 District of Columbia Rehabilitation Services Administration through cooperative agreements, memorandums of understanding and human care agreements utilizes resources from public and private agencies to provide needed services for DC/RSA clients. DC/RSA works closely with the following agencies.

Green Door has an agreement with DC/RSA to provide comprehensive independent living services to persons with severe and persistent mental illness. The target population is adults eighteen years of age and older with a primary diagnosis of severe persistent mental illness, a significant number of whom have a co-existing diagnosis of substance abuse. Many of these clients are African American, Latino or Asian.

Green Door is a model psychosocial program and certified by the International Center for Clubhouse Development. Program services that are included, but not limited to: Counseling, Peer/family counseling, educational program/advocacy, continuing education, guidance counseling, pre-vocational skills, basic education and literacy (General Education Development) training, life skills and information and referral for numerous support services.

Deaf Reach provides independent living services for persons who are deaf or hard of hearing.

New Life, INC. provides independent living skills and recreational services for young wheelchair users.

Lt. Joseph P. Kennedy Institute provides vocational and work adjustment training and work placement services to assist transitioning youth in preparing for the world of work, completing vocational evaluations and assessments, work adjustment training, supported employment, job placement and follow along support.

2.2B State contracts with or awards a grant to a center for the general operation.

Not applicable

Section 3: Design for the Statewide Network of Centers:

3.1 Existing Network-34 CFR 364.25

3.1A. 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 District of Columbia Center for Independent Living's Board of Directors oversees two Centers for Independent Living Grants: The Anacostia Center for Independent Living Grant and the Main or DC Center for Independent Living Grant. Both centers promote and practice the independent living philosophy of consumer control of the center regarding decision making service delivery, management and establishment of the policy and direction of the center; self-help and self-advocacy; development of peer relationships and peer role models, and equal access of individuals with significant disabilities to society and to all services, programs activities, resources and facilities, whether public or private and regardless of the funding source.

DCCIL provides services on a cross-disability basis with an emphasis on individuals with significant disabilities from underserved and unserved populations.

Independent living goals are selected by the individual and the center attempts to facilitate those goals by working to increase the availability and the quality of community options and providing the four core services of information and referral, peer counseling, advocacy and independent living skills training in combination with other independent living services

DCCIL collaborates with other community organizations to increase their knowledge, understanding and capacity to work with people with significant disabilities. The Center has been very active in its efforts to create and develop funding streams other than its existing funding.

2. The DC Center for Independent Living stands ready to provide the requisite assurances that it is an eligible center designed and operated within local communities and governed by a Board whose membership is constituted by a majority of people with significant disabilities
3. The DCCIL practices sound fiscal management as evidenced by four consecutive years of auditing by a non-federal audit with no audit findings.
4. The center advances qualified individuals with significant disabilities and a majority of its decision makers and staff is people with significant disabilities. The Center faithfully files the Annual 704 Performance Report.

3.2 Expansion of Network:

- a. The D.C. Center for Independent Living recognizes the need to expand its network by creating a satellite facility to provide independent living services to an increasing number of Hispanic residents in the Northwest quadrant of the District of Columbia. Currently the center serves a disadvantaged population of blacks through the ACIL in Anacostia and the Main in northeast Washington, D.C. The Board of DCCIL proposes to establish a new satellite office in northwest and maintain the existing accessible northeast location. This would increase the overall staff of the DC Center for Independent Living to 26 staff from the existing number of 19 staff (Main-10; OIB-4; ACIL-5). The additional staff would include 5 independent living specialists and 2 support staff. The projected number of

individuals with disabilities to be served by the DCCIL network is 1000. This will require the establishment and maintenance of a minimum number of 80 consumers /CSRs per independent living specialist.

- b. The DCCIL has, in the past 3-4 years removed itself from a high risk status, completed the A-133 audits with no audit findings, and become a major player in providing services to people with disabilities in DC. The Center's expertise is sought and staff and the Executive Director are members of the key committees that focus on the lives of people with significant disabilities in the District of Columbia.

Section 4: Designated State Unit (DSU)

4.1A Describe the administrative support services to be provided by the DSU for the SILS (Part B) program.

The Independent Living Support Foundation, a nonprofit entity, was created to Support the financial work of the District of Columbia Statewide Independent Living Council.

- a. The office is staffed by a part-time organizational specialist and a full-time administrative assistant to maintain and respond to the needs of the Council, and to provide information to the public. A part-time bookkeeper maintains the financial records. With additional resources, we are planning for these positions to become full-time or to hire an executive director.
- b. The three year budget will reflect the expanded functions of the staff. The funding will come from the Department on Disability Services/Rehabilitation Services Administration (RSA) and any other funding streams identified through research.
- c. Presently, the Department on Disability Services/RSA is the funding base for the Council. They provide \$75,000 for staffing, equipment, office supplies, travel, telephone service, computer internet services, mandated miscellaneous stipends and support. The in-kind contributions are office space, furniture, utilities, copying, faxing, and technical assistance from staff. This primary resource will be used to leverage other funding opportunities through grants and or scholarships which are currently being researched.

4.1B N/A

Section 5: SILC

- 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.

PLANS FOR THE PROVISION OF RESOURCES TO THE STATEWIDE INDEPENDENT LIVING COUNCIL

Prior to 2010 the Independent Living Support Foundation, a nonprofit entity, was created to support the financial responsibilities of the District of Columbia Statewide Independent Living Council (DCCSILC) because District of Columbia legislation was revise for city operated boards

and commissions under Executive of the Mayor of the District of Columbia in conjunction with the DC Office of Grants and Partnerships. Thereby rescinding the DCSILC's abilities to which allowed its chair and board members to directly receive and/or distribute federal/local grant monies directly.

Subsequently, the DCSILC has annually has agreed through a Memorandum of Understanding with the ILSF that the ILSF receive and distribute funding on the DCSILC's behalf. The DCSILC Chair and selected Board members direct the expenses and obligations incurred by the DCSILC. On going DCSILC financial requirements included office staff, office equipment, liability insurance, audits, furniture supplies and venues for outreach. Office space was received from the DSU as an in-kind contribution.

In accordance with the 2011-2013 Resource Plan the DCSILC Resource Plan will comply with changes in the District of Columbia as outlined by Mayor's Oder 2010-XX, submitted on May, 2010 Mayor Adrian Fenty for approval. This Mayor's Order will establish the DCSILC as a Commission whose purpose is to promote a philosophy of independent living, which includes consumer control, peer support, self-help, self-determination, equal access and individual and systems advocacy, in order to maximize the leadership, empowerment, independence and productivity of individuals with disabilities and the integration and full inclusion of individuals with disabilities into the mainstream of society.

This District of Columbia Mayor's Order will clarify the role of the DCSILC and include its federally mandated responsibility to ensure proper direct expenditure of funds and use of the resources that it receives as outlined in its annual resource plan. The DDS/RSA, DCSILC and the DCCIL have discussed and planned for the eventual discontinuance to have a third party disburse DCSILC monies. The Independent Living Support Foundation has agreed to relinquish its financial management on behalf of the DCSILC.

During the 2011-2013 SPIL, the DCSILC shall accomplish the following legal and regulatory requirements with the collaboration and support of the DDS/RSA and the DCCIL as follows:

- Achieve financial autonomy by dispersing grant monies as mandated
- Achieve a cross disability consumer driven controlled staff and board as mandated by creating an ongoing recruitment process to ensure full membership compliance
- Achieve the development of a personnel and financial board that will be charged with hiring and DCSILC Executive Director and identifying a facility to house staff and provide consumers community outreach, advocacy, information and referral.

During 2010 DCSILC Staff were part-time organizational specialist, a full-time administrative assistant to maintain and respond to the needs of the Council, and to provide information to the public and a part-time bookkeeper to maintain the financial records necessary for audit purposes.

The three year budget will reflect the expanded functions of the staff. The funding will come from the Department on Disability Service/Rehabilitation Services Administration (RSA) and any other funding streams identified through research. Presently, the Department on Disability Services/RSA is the funding base for DCSILC usually providing provide \$75,000 for staffing, equipment, office supplies, travel, telephone service, computer internet services, mandated miscellaneous stipends and support. The in-kind contributions are office space, furniture, utilities, copying, faxing, and technical assistance from staff.

The \$75,000 is currently used to carryout all annual SILC functions and activities as outlined in the SPIL.

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

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

The District of Columbia SILC has established the Independent Living Support Foundation (ILSF) a 501 C (3) entity to conduct all fiduciary functions and support of the DCSILC Board and its members. The ILSF is responsible for all administrative services, i.e. contracted part time personnel (administrative assistant, organizational consultant and bookkeeper) office supplies, equipment, telephone, computer web and internet services including upkeep and maintenance, liability insurance and annual audit services.

5.1C Non-inclusion of conditions or requirements in the SILC resource plan that may compromise the independence of the SILC

DSU previously named Department of Human Services/Rehabilitation Services Administration transitioned to the Department on Disability Services Rehabilitation Services Administration effective June 30, 2007. At this time the DCSILC receives many in-kind services from the DSU that value almost as much as the \$75,000 we receive annually. The DCSILC advocacy and outreach activities would be greatly jeopardized if the in-kind services from the DSU ended.

5.1D. Reliance, to the maximum extent possible, on the use of resources in existence during the period of implementation of the State plan.

The DC SILC has to the maximum extent possible fostered leadership skills that endorse research of grants and or scholarships for persons with disabilities.

Through the establishment of the Independent Living Support Foundation component of the DCSILC we have afforded our council the ability to grow and to investigate other funding streams. However, to date we have not identified another permanent funding stream as consistent as the DSU.

Describe how the establishment and placement of the SILC ensures its independence with respect to the DSU and all other State agencies.

The SILC will be responsible for the proper expenditure of funds and the use of resources it receives under the SILC Budget.

No conditions or requirements are included in the SILC Budget that will compromise the independence of the SILC.

While assisting the SILC in carrying out its duties under the SPIL, staff and other personnel assigned to the SILC under the SILC budget will not be assigned duties by the DSU or other agency or office of the State that would create a conflict of interest.

Appointment and Composition – 34 CFR 364.21(b) – (f)

Describe the process used by the State to appoint members to the SILC who meet the composition requirements in section 705(b).

- The SILC may receive requests from the CIL, DSU, community activist and other stake holders that advocate for and on behalf of persons with disabilities.

- However, the DCSILC board membership appointments are confirmed and serve at the pleasure of the Mayor of the District of Columbia
- (DC) in accordance with regulations established by Mayor's Order 93-148, dated
- September 29, 1993. The District of Columbia Mayor's Executive Office of Boards and Commissions issues guidance, instruction and organizes swearing in ceremonies at the DCSILC's request.
- SILC executive board members and officers are elected in accordance with guidelines as described in the DCSILC bylaws and in accordance with guidelines as issued by the Mayor's Executive Office of Boards and Commissions.

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 District of Columbia Statewide Independent Living Council (DCSILC) is comprised of individuals with disabilities, parents and guardians of individuals with disabilities; advocates of and for individuals with disabilities; representatives from private business and organization that provide services for individuals with disabilities; least one director and other representatives of centers for independent living; and ex officio non-voting member representative from the District of Columbia Rehabilitation Services Administration and other RSA or State agency representatives that provide services for individuals with disabilities. An eligibility requirement is that all DCSILC board members reside in or be employed by the District of Columbia. Mandatory quarterly meetings are publicized throughout the DC community network with specific emphasis on the disability collaborative service provider network. All meetings are open to the public. 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. DCSILC members submit request for leave of absence rather than create a conflict of interest while assisting in SILC in carrying out any duty that would be considered a conflict of their employment.

Section 6: Service Provider Requirements

6.1 Describe how the following service provider requirements will be met:

a. Staff

The District of Columbia's staff is been trained in the IL philosophy and in the provision of independent living services. Independent Living Counselors may have a Master's Degree in Rehabilitation Counseling or a related Counseling discipline. Center staff is certified in services

Formatted: Font color: Blue

Formatted: Line spacing: At least 16 pt

for the blind. The Vocational Rehabilitation (VR) Counselor total number is 39. All vocational counselors accept independent living referrals.

Formatted: Font: Bold, Underline

All service providers that are contracted for the provision of services to independent Living (IL) clients must meet state qualifications as outlined in the “Human Care Agreements.” As described in section 1.2B, the District is very progressive in providing services to persons with ~~non~~Non-English Proficiency (NEP) or Limited English Proficiency (LEP) speaking as mandated by the District of Columbia Language Access Act. In addition, persons who are blind are provided information in their choice of format –Braille; audio tape; or computer compatible software, electronics, or accessories. Hearing impaired/deaf clients receive ASL interpreter services, listening devices, audio loops and CART services as well computer DC/RSA staff or contracted interpreters.

b. Staff Development

~~DDS/RSA has organized an extensive in-house staff development program training from a training consultant in all aspects of the case management process including Independent Living services. The agency is in the process of promulgation of the Policy and Procedure manual which was spearheaded by the development of a comprehensive Policy Manual which outlines definitive service delivery procedures for vocational rehabilitation, supported employment, independent living, and transition services. DDS/RSA is in the process of implementing the recently approved and finalized Policy Manual.~~

Formatted: Strikethrough

Formatted: Strikethrough

Formatted: Strikethrough

Formatted: Strikethrough

DDS/RSA has upgraded its computer systems by implementing an electronic case management system Liberia.

DDS/RSA is also working in combination the George Washington University for Counseling Research & Education, Technical Assistance & Continuing Education Center, Region 3 to assist the DCSILC to full compliance by providing organizational training, Title VII regulations, and board management.

c. Client Assistance Program

All clients are informed about the Client Assistance Program at intake, during plan development and at case closure. Based on consumer choice clients remain informed about the availability of the Client Assistance program. All clients/participants are given client assistance information that explains the program, the purpose of the program and the name and telephone number of the individual to contact should they have difficulty or need further clarification. Information is given in accessible formats.

Section 7: Evaluation

7.1A 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. 34 CFR 364.38

The DCSILC, DCCIL through collaboration with DDS/RSA share customer satisfaction evaluations/surveys which have been distributed and collected from several annually held consumer forums, workshops and community venues. These events provide a guideline for service

delivery and program enhancement monitoring. This information provides cues about identification of unserved and underserved persons with significant disabilities.

The District of Columbia SILC is responsible for monitoring, reviewing, and evaluating the implementation of the State Plan for Independent Living (SPIL). The DC/SILC will utilize five evaluation components to ensure compliance with the requirements of Section 15. They include: Submit an Annual 704 Report to RSA in conjunction with DDS/RSA. The DC/SILC will prepare information for that part of the report that applies to the council.

Publish and distribute an Annual Resource Report. The Annual Resource Report will review council activities and successes over the previous year. It will be distributed to interested parties on the council's current mailing list. The submitted report will provide a combination of narrative, statistical, and fiscal information annually.

Participation at site reviews of Centers for Independent Living Services. DCSILC selects a board representative to participate in DCCIL official site review. Usually, that representative participates in the official site review along with a DDS/RSA selected staff person. It is important to distinguish DCSILC's role in this process. DCSILC does not monitor the DCCIL it monitors the implementation of the State Plan for Independent Living (SPIL). The DCSILC then utilizes the information gained from each site review to promote model best practices and identify potential technical assistance or training requires needed to improve and promote quality independent living services. Additionally, this past year has afforded the DDS/RSA, DCSILC, DCCIL to collaborate more often because of the American Recovery and Revitalization Act, 1990 (ARRA) has force service providers to take a very close look at the services we provide and how to enhance them to promote the independence and self sufficiency of person with disabilities. As stakeholders we have the same goal promote the best independent living services available to person with the most significant disabilities in the District of Columbia.

Full council review of the progress on the SPIL. DCSILC reviews the progress of the SPIL prior to scheduled public forums and is instrument in providing public access to the SPIL document a minimum of 30 days before the forum. DCSILC schedules four quarterly general council meetings each year. At each meeting the council reviews SPIL goals and objectives as a prerequisite to planning events. All quarterly DCSILC meetings are open to the public. Quarterly meetings are published in the District of Columbia Register, annually. The meeting schedule is distributed to the public at the beginning of the calendar or fiscal year. The publication schedule usually coincides with the distribution of the Annual Report which is submitted to the Mayor of the District of Columbia.

Annual review of audited financial statement. DCSILC will review its financial statements quarterly and initiate a full audit once each year through a private accounting firm, as requested by DDS/RSA. A copy of the annual audit will be reviewed by the full membership at the appropriate general membership meeting. An Official copy of the prepared audit will be forwarded to DDS/RSA to be placed on file for review as needed. DCSILC members will consult the prior years' audit when developing the current years' Resource Plan.

Participation and review of DCCIL Board. DDS/RSA, DCCIL, DCSILC have committed to work collaboratively to fully comply with mandates as stated by the Title VII of the Rehabilitation Act. Currently, each entity will continue work with the DCSILC and the DCCIL boards as well as the State Rehabilitation Council which represents DDS/RSA.

DDS/RSA, DCSILC and DCCIL will organize board members and staff in the development a fresh needs assessment to identify the unserved and underserved; update their web/blogs/electronic sites; and sponsor joint forums and public hearings to promote outreach and enhance community communication settings. Success of these and other collaborations will ensure the full participation and reevaluation of the DDS/RSA, DCCIL and the DCSILC provide the community exposure needed to attract new advocates, partners and stakeholders. Additionally, quarterly meetings of both the DCSILC and the DCCIL will provide review to board members regarding the current 2011-2013 SPIL implementation and status.

Section 8: State-Imposed Requirements

8.1A Identify any State-imposed requirements contained in the provisions of this SPIL. Indicate N/A if not applicable.

Affirmation Action

- The District of Columbia requires that all individuals are treated equally as noted in the
- Mayor's Order 2002-175, Notice of Non-Discrimination.
- Fiscal Accountability
- The administration has systems in place and qualified staff that control the disbursement of funds, and prepare fiscal reports. Records are available for audits upon request.
- Eligibility
- All individuals with a significant disability in need of independent living services are evaluated and provided services. Case records are documented both electronically and hard copy.
- The Non-Discrimination Mayor's Order applies to all individuals in the District of Columbia.
- Independent Living Plans
- Independent Living Plans are developed with the consumer utilizing informed choice. The case documentation contains: goals, objectives, provider of service(s) and time-frames for completion. The consumer receives a signed copy of the ILP which also contains the client's and agencies rights and responsibilities.
- Protection, Use and Release of Personal Information
- Policies and procedures are in place to safeguard all consumer information as required by 34CFR 364.56(a).