

SPIL Instrument - 2013 Extension

State: NEW YORK

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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 2019 to 2020

Effective Date: October 1, 2019

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PART I: Assurances

State of: New York

Section 1: Legal Basis and Certifications

- 1.1 The designated State unit (DSU) eligible to submit the State Plan for Independent Living (SPIL or the plan) and authorized under State law to perform the functions of the State under the State Independent Living Services (SILS) and Centers for Independent Living (CIL) programs is Adult Career and Continuing Education Services - Vocational Rehabilitation (ACCES-VR) (insert name of DSU). *34 CFR 76.104(a)(1) and (2); 34 CFR 364.22(a)*
- 1.2 The separate State agency eligible to submit the plan and authorized under State law to provide vocational rehabilitation (VR) services to individuals who are blind is N/A (insert name of separate State agency). Indicate N/A if not applicable. *34 CFR 76.104(a)(1) and (2); 34 CFR 364.20(d) and 364.22(c)*
- 1.3 The Statewide Independent Living Council (SILC) that meets the requirements of section 705 of the Act and is authorized to perform the functions outlined in section 705(c) of the Act in the State is New York State Independent Living Council, Inc. (NYSILC)
- 1.4 The DSU and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, and the SILC are authorized to jointly develop, sign and submit this SPIL on behalf of the State, and have adopted or otherwise formally approved the SPIL. *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(c)*
- 1.6 The SPIL is the basis for State operation and administration of the program. All provisions of the SPIL are consistent with State law. *34 CFR 76.104(a)(4) and (8)*
- 1.7 The representative of the DSU and, if applicable, of the separate State agency authorized to provide VR services to individuals who are blind, who has the authority under State law to receive, hold, and disburse Federal funds made available under the SPIL and to submit the SPIL jointly with the SILC chairperson is Kevin G. Smith, Deputy Commissioner (Name, title of DSU director) and N/A (Name, title of separate State agency director, if applicable). *34 CFR 76.104(a)(5) and (6)*

Section 2: SPIL Development

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

- The development and support of a statewide network of centers for independent living; 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)*
- 2.2 The DSU and SILC conduct public meetings to provide all segments of the public, including interested groups, organizations and individuals, an opportunity to comment on the State plan prior to its submission to the Commissioner and on any revisions to the approved State plan. *34 CFR 364.20(g)(1)*
- 2.3 The DSU and SILC establish and maintain a written description of procedures for conducting public meetings in accordance with the following requirements. The DSU and SILC shall provide:
- appropriate and sufficient notice of the public meetings (that is, at least 30 days prior to the 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 accommodation to individuals with disabilities who rely on alternative modes of communication in the conduct of the public meetings, including providing sign language interpreters and audio-loops; and
 - public meeting notices, written material provided prior to or at the public meetings, and the approved State plan in accessible formats for individuals who rely on alternative modes of communication. *34 CFR 364.20(g)(2)*
- 2.4 At the public meetings to develop the State plan, the DSU and SILC identify those provisions in the SPIL that are State-imposed requirements beyond what would be required to comply with the regulations in 34 CFR parts 364, 365, 366, and 367. *34 CFR 364.20(h)*
- 2.5 The DSU will seek to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under a project funded under chapter 2 of title VII of the Act and that the DSU determines to be effective. *34 CFR 364.28*
- 2.6 The DSU and SILC actively consult, as appropriate, in the development of the State plan with the director of the Client Assistance Program (CAP) authorized under section 112 of the Act. *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(c)*
- 3.3 All service providers will use formats that are accessible to notify individuals seeking or receiving IL services under chapter 1 of title VII about:
- the availability of the CAP authorized by section 112 of the Act;
 - the purposes of the services provided under the CAP; and
 - how to contact the CAP. *34 CFR 364.30*
- 3.4 Participating service providers meet all applicable State licensure or certification requirements. *34 CFR 365.31(c)*

Section 4: Eligibility

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

- 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 of chapter 1 of title VII of the Act will take affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act. *34 CFR 364.31*

Section 6: Fiscal Control and Fund Accounting

6.1 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will comply with applicable EDGAR fiscal and accounting requirements and will adopt those fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for those funds. *34 CFR 364.34*

Section 7: Recordkeeping, Access and Reporting

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

- the amount and disposition by the recipient of that financial assistance;
- The total cost of the project or undertaking in connection with which the financial assistance is given or used;
- the amount of that portion of the cost of the project or undertaking supplied by other sources;
- compliance with the requirements of chapter 1 of title VII of the Act and Part 364 of the regulations; and
- other information that the Commissioner determines to be appropriate to facilitate an effective audit. *34 CFR 364.35(a) and (b)*

7.2 With respect to the records that are required by *34 CFR 364.35*, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will submit reports that the Commissioner determines to be appropriate. *34 CFR 364.36*

7.3 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will provide access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, to the records listed in *34 CFR 364.37* for the purpose of conducting audits, examinations, and compliance reviews. *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 New York is in compliance and will remain in compliance with the aforementioned assurances during 2017 through 2019 (specify the three-year period covered by this SPIL).

The effective date of this SPIL is October 1, 2016 (year)

SIGNATURE OF SILC CHAIRPERSON 6/30/16
DATE

Susan J. Hoger, NYSILC Chair
NAME OF SILC CHAIRPERSON

SIGNATURE OF DSU DIRECTOR 6/30/16
DATE

Kevin G. Smith, Deputy Commissioner
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

1.1 Goals and Mission – 34 CFR 364.42(b)(1)

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

The goals and mission of the SPIL will address New York State's SILS and CIL programs during this cycle. This is based on decisions made and reflected in support narratives throughout the SPIL.

The mission of the SPIL is for “New Yorkers with disabilities to live independently and to participate fully in their community.”

Four goals are required to realize this mission:

- **Goal #1: The New York State Independent Living Council (NYSILC) will be an effective coordinating, monitoring, and evaluating entity for the SPIL.**
- **Goal # 2: People with disabilities will be actively involved in promoting disability rights in New York State.**
- **Goal # 3: Members of the Independent Living (IL) network will have their technical assistance and training needs met through a statewide event or initiative.**
- **Goal # 4: The IL network will effectively promote IL philosophy through systems advocacy and services.**

The objectives outlined in section 1.2A will detail how related activities and measurable results will impact New Yorkers with disabilities.

The SPIL mission, goals, and accompanying objectives reflect needs assessment and public input priorities (following a robust SPIL formulation process) and are consistent with the mission statements of the state plan partners:

- **As the SILC partner: NYSILC is an independent federally mandated state council that advances Independent Living philosophy through the network of CIL's and statewide partnerships by engaging in and supporting research, education, employment, community organization, advocacy, and systems reform.**
- **As a representative for the Federal CIL Director Partner (CIL Director Chosen by other CIL Directors): The Westchester Independent Living Center's (WILC's) mission is two-pronged: 1) assist individuals with disabilities to become as independent as they can be and 2) work within the community to provide education, disability awareness, and advocacy for the removal of barriers.**

- **And supported by the new single agency Designated State Entity (DSE):** The mission of the New York State Education Department (NYSED)/Adult Career and Continuing Education Services - Vocational Rehabilitation (ACCES-VR) is to assist individuals with disabilities to achieve and maintain employment and to support independent living through training, education, rehabilitation, and career development.

Last, the SPIL’s mission, goals, and objectives support many of the basic principles of the purpose of Title VII, Chapter 1 of the Rehabilitation Act of 1973, as amended (the Act). By their nature, they support and promote Independent Living philosophy, consumer control, peer support, self-help, self-determination, and equal access. A major focus of this plan is based on the importance of individual and systems advocacy. Successful individual and systems advocacy leads to results, and concurrently, maximizes the leadership, empowerment, independence and productivity of individuals with disabilities, including significant disabilities. The ultimate goal is for our peers to achieve integration and full inclusion into mainstream American society.

The SPIL mission, goals, and objectives for the SPIL 2017-2019 have been summarized in the table below.

New York SPIL 2017-2019 Summary of SPIL Mission, Goals, and Objectives
<u>Mission</u>
New Yorkers with disabilities live independently and participate fully in their community
Goal #1: NYSILC will be an effective coordinating, monitoring, and evaluating entity for the SPIL.
<ul style="list-style-type: none"> • Objective # 1: NYSILC will demonstrate its operational effectiveness and capability to develop, monitor, and evaluate the SPIL.
Goal # 2: People with disabilities will be actively involved in promoting disability rights in New York State.
<ul style="list-style-type: none"> • Objective # 2: New Yorkers with disabilities will be actively engaged in promoting disability rights through the support of a Statewide Systems Advocacy Network (SSAN) and a statewide coordinator working with priorities identified in the NYSILC statewide needs assessment.
Goal # 3: Members of the IL network will have their technical assistance and training needs met through a statewide event or initiative.
<ul style="list-style-type: none"> • Objective # 3 Increase attendance and involvement of attendees from the IL network, including affiliated stakeholders, by providing support for a statewide independent living training conference.
Objective carried over from the previous SPIL 2014-2016 with unspent Title VII, Part B funds:
<ul style="list-style-type: none"> • Objective # 4: Develop and establish a database and interface that will compile, analyze, and interpret data from the statewide network.
Goal # 4: The IL network will effectively promote Independent Living philosophy through systems advocacy and services.
<ul style="list-style-type: none"> • Objective # 5: Address priority unserved/underserved populations and issues by

providing one (1) \$72,000 demonstration grant opportunity that can be evaluated by the council, be held to its own unique set of deliverables (outcomes), and subsequently provide a best practices manual for the benefit of the statewide IL network.

Objective carried over from the previous SPIL 2014-2016 with unspent Title VII, Part B funds:

- **Objective # 6: Improve the capacity of the IL network to address priority unserved and underserved populations identified in the statewide needs assessment by providing ten (10) \$25,000 capacity building self-sustaining grant opportunities that can be evaluated by the council, disseminated, and documented for replication for the benefit of the network.**

1.2 Objectives – 34 CFR 364.42(a) (1) and (d); 34 CFR 364.32; 34 CFR 364.33

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

The objectives listed and described below are grouped by goals and flow according to the chart provided in Section 1.1. They will be described by supportive narrative. Other SPIL Support Criteria will follow and include a resource amount, funding source, timeframe for achievement, measurable indicators, action steps, eligible applicants, deliverables, reporting requirements, lead organization, and key partners. Specific evaluation criteria related to each objective will represent the measurable indicators/performance targets identified in the SPIL Evaluation Plan: Section 7, Attachment III, by plan year.

Goal # 1: NYSILC will be an effective coordinating, monitoring, and evaluating entity for the SPIL.

Objective # 1: NYSILC will demonstrate its operational effectiveness and capability to develop, monitor, and evaluate the SPIL.

Support was expressed for a strong state council during the public process. The impact of federal sequestration on the plan and NYSILC office was acknowledged this cycle. Objective # 1, NYSILC, relates to the effective operation of the council and its new duties, authorities (to be defined) and additional responsibilities. Support narrative about the council and its operations will be fully addressed in the SILC resource plan, Section 5. This will include a funding justification for the percentage of Part B funds to total budget and identification of new authorities.

This objective can be cross-referenced in the Financial Plan Table for the SILC Resource Plan, column 1, in the Section 1.3A chart. The DSE (ACCES-VR) will provide Innovation and Expansion (Sec. 101 I & E funds) to support the SILC resource plan for the first time. The Part B amount by year for this objective can be found in Attachment I (A) & (C), both as a specific line item and broken down by general lines. The overall amount of the NYSILC resource plan is also discussed in Section 5.1. The performance targets related to the measurable indicators for this objective can be found in the SPIL Evaluation Plan: Section 7, Attachment III, by plan year.

- **SPIL Support Criteria:**
 - **Resource Amounts:**
 - **\$1,108,047 (\$369,349 each year, 2017-2019 Part B funds).**
 - **Plus \$193,779 (\$64,593 each year, 2017-2019 Sec. 101 I & E funds provided by DSE).**
 - **Sub-Total of \$1,301,826 combined for 2017-2019, resulting in an annual contract amount of \$433,942.**
 - **An additional \$416,018 for 2020 in Part B funds, plus \$75,000 in Sec. 101 I & E funds provided by DSE for the data interface project (objective #4), for a combined 2020 total of \$491,018.**
 - **Total 4-year SILC resource plan: \$1,792,844 = \$1,524,065 Part B funds and \$268,779 Sec. 101 I & E funds.**
 - **See Section 1.3A Column 1, Attachment I (A) & (C).**
 - **Funding Source:**
 - **Title VII, Part B.**
 - **Section 101, I & E funds.**
 - **Timeframe for Achievement:**
 - **Each year through September 30, 2020**
 - **Measurable Indicators:**
 - **Number of full council meetings held during the year with a quorum.**
 - **Number of issues addressed by NYSILC committees.**
 - **Identify issues by action taken, successfully completed, and unresolved in quarterly contract.**
 - **Annual financial audit completed “unqualified” and 990 forms filed fully, accurately as documented.**
 - **Annual 704 Report completed with partners and submitted to ACL fully, accurately as documented.**
 - **Annual SPIL evaluation and report completed by evaluator and committees as documented.**
 - **CIL statewide consumer satisfaction survey and report completed by committee, network, and consultant as documented.**
 - **Statewide needs assessment and report completed by committee and consultant as documented.**
 - **Comprehensive fund development plan completed by committee and consultant as documented.**
 - **Percentage increase of resource development efforts above contract (all other sources).**
 - **Number of young adults participating in a training sponsorship.**
 - **Number of young adults volunteering at local ILCs and number of volunteer hours via training sponsorship.**
 - **Conduct a survey at contract yearend to assess impact.**
 - **Number of young adults actively participating in NYSILC’s youth leadership subcommittee.**
 - **Action Steps:**
 - **See narrative in Section 5.1A and B.**

- **Eligible Applicants:**
 - NYSILC.
- **Deliverables:**
 - NYSILC will submit a three-year contract based on the approved SILC resource plan to the DSE (NYSED/ACCES-VR). The executed contract will contain deliverables consistent with the duties, authorities, and responsibilities of the SILC consistent with the measurable indicators.
 - The NYSILC Executive Director and SPIL evaluator will conduct the annual evaluation for this objective with the Executive Committee.
- **Reporting Requirements:**
 - NYSILC will submit quarterly reports to the DSE to provide updated information related to the contract and deliverables. Segments of the quarterly reports will be utilized in the Annual 704 Report.
 - NYSILC will compile necessary data for yearend performance targets related to the specified measurable indicators before November of each year for the purposes of the annual evaluation and 704 Report.
- **Lead Organization:**
 - NYSILC.
- **Key Partners:**
 - DSE, NYSILC Executive Committee.

GOAL # 2: People with disabilities will be actively involved in promoting disability rights in New York State.

Objective # 2: New Yorkers with disabilities will be actively engaged in promoting disability rights through the support of a Statewide Systems Advocacy Network (SSAN) and a statewide coordinator working with priorities identified in the NYSILC statewide needs assessment.

The SSAN was identified as a clear priority during the public hearing and comment process. Objective # 2, SSAN, will be coordinated by a consumer-controlled, cross-disability, statewide, not-for-profit organization, with proven expertise in the coordination of statewide organizing and advocacy campaigns focused on systems change, and the development of an annual statewide agenda working with priorities identified in the statewide needs assessment. The coordinator will also have expertise in: providing statewide technical assistance to community-based disability organizations; statewide training and advocacy events; in-depth policy expertise in areas of health, long term care, housing, education, employment, transportation and other areas that impact people with disabilities; and will have established relationships with other statewide disability and related organizations and coalitions on systems change efforts. It should be noted that during the public hearings, individuals expressed great concern and need for affordable and accessible transportation and housing.

The DSE (ACCES-VR) will offer \$103,000 a year for four years in a grant opportunity for an organization to provide the SSAN coordination through competitive procurement. An additional \$20,000 will be provided to the coordination contract in year two to direct a

public education campaign fund for priority issues, such as a campaign to educate the public and our network about assisted suicide and ableism, promoting the positive aspects of living with a significant disability, making sure that peers are not misled or coerced into a choice to end their life, or an equivalent issue urgent to the IL community. The SSAN network will continue to expand its participation to CILs and SCILs that are not a part of the SSAN, and work with advocates to identify best practice opportunities to develop and share in various formats with the network. In addition, the coordinator will collaborate with NYSILC and its Public Policy Committee to find alignment and agreement on agenda issues connected to the statewide needs assessment and provide the council with consistent reports and support materials that help to substantiate the activity for evaluation purposes.

The SSAN will focus on strengthening efforts of the CIL and SCIL network in grassroots community organizing, developing local partnerships and coalitions, engaging in community education about issues impacting people with disabilities, local public education activities, and public testimony activities. The efforts of the SSAN will be directed by an Independent Living statewide agenda shaped by priorities identified in the statewide needs assessment. The impact of the SSAN will result in increased visibility and influence of CILs in local communities and documented achievement of significant statewide systemic change. During the activity, people with disabilities who are actively involved in the network will be organized to promote disability rights in New York State.

The DSE (ACCES-VR) will offer fifteen grant opportunities at \$30,000 per year for four years through a competitive RFP process. These SSAN contractors must be Centers for Independent Living (CILs) or Service Centers for Independent Living (SCILs) that are consumer-controlled, cross-disability, not-for-profit organizations with proven expertise in systems change directed by Independent Living philosophy.

This objective is cross-referenced in Section 1.3A, Column 4 “Other SPIL Activities” and Attachment I (A) & (B). The specific performance targets related to the measurable indicators for this objective can be found in the SPIL Evaluation Plan: Section 7, Attachment III, by plan year.

- **SPIL Support Criteria:**
 - **Resource Amount:**
 - **\$2,232,000 (\$553,000 Year 1, \$573,000 Year 2, \$553,000 Year 3, \$553,000 Year 4).**
 - **\$450,000 each year for 15 sites (\$30,000 each);**
 - **\$103,000 for annual coordination;**
 - **plus \$20,000 in Year 2 for a public education campaign fund.**
 - **Section 1.3A Column 4, Attachment I (A) & (B).**
 - **Funding Source:**
 - **Title VII, Part B.**
 - **Timeframe for Achievement:**
 - **Each year through September 30, 2020**
 - **Measurable Indicators:**
 - **Number of SSAN significant statewide systems changes.**

- **Number of local partnerships and coalitions established by the SSAN network.**
- **Number of educational alerts disseminated to local volunteers by the SSAN network.**
- **Number of local public education activities engaged in by the SSAN network.**
- **Number of grassroots organizing activities engaged in by the SSAN network.**
- **Number of oral or written public testimonies statements or letters provided, in response to a documented request, by the SSAN network.**
- **Number of CILs or SCILs without a SSAN contract voluntarily involved in the participation of the network.**
- **Demonstrate improved understanding by the ILC network of unique advocacy priorities and public education campaign issues.**
- **Action Steps:**
 - **The DSE will develop and distribute competitive bid applications regarding the coordination of the SSAN and the fifteen statewide SSAN contracts.**
- **Eligible Applicants:**
 - **SSAN Coordination: A consumer-controlled, cross-disability, not-for-profit organization, with proven expertise in the coordination of statewide organizing and advocacy campaigns focused on systems change, and the development of an annual statewide agenda shaped by priorities identified in the statewide needs assessment. It will also have expertise in providing statewide technical assistance to community-based disability organizations, coordinating statewide training and advocacy events, in-depth policy expertise in areas of health, long term care, housing, education, employment, transportation and other areas that impact people with disabilities, and have established relationships with other statewide disability and related organizations and coalitions on systems change efforts.**
 - **SSAN Providers: Centers for Independent Living (CILs) and Service Center for Independent Living (SCILs) in the New York State network.**
- **Deliverables:**
 - **SSAN Coordination (Annual Basis):**
 - **The SSAN Coordinator will direct and track the process whereby the collective SSAN network will achieve two (2) significant statewide systems changes per contract year consistent with the definition developed by the DSE, NYSILC, and SSAN coordinator.**
 - **The SSAN Coordinator will look to expand and voluntarily involve the participation of two (2) CILs or SCILs without SSAN contracts per year.**
 - **The SSAN Coordinator will develop a statewide disability agenda shaped by priorities identified in the statewide needs assessment. The coordinator will work with the NYSILC Public Policy Committee so that collaborative priorities are effectively**

developed and communicated.

- The SSAN Coordinator will facilitate statewide organizing and advocacy campaigns focused on systems change.
 - The SSAN Coordinator will receive an additional \$20,000 in year two (2018) to direct a public education campaign fund for priority issues, such as a campaign to educate the public and our network about assisted suicide and ableism, promoting the positive aspects of living with a significant disability, making sure that peers are not misled or coerced into a choice to end their life.
 - The SSAN Coordinator will provide statewide technical assistance to the SSAN sites and provide trainings and or advocacy events as needed.
 - The SSAN Coordinator will work with advocates to identify best practice opportunities to develop and share with the network.
 - The SSAN Coordinator will conduct a brief survey with SSAN staff and volunteers to determine the value of systems advocacy (i.e., feeling empowered, having control over one's life, etc.) to measure improved understanding (before/after) of advocacy priorities and public education campaign issues.
- **SSAN Providers (Annual Basis):**
- Each of the 15 SSAN providers will establish at least five (5) local partnerships and coalitions per contract year with organizations whose mission is consistent with Independent Living philosophy and addresses issues of concern to people with disabilities such as health, aging, poverty, housing, education, employment, and transportation. Such partnerships may be evidenced by: the regular exchange of information and/or shared decision-making between CILs, local organizations and coalitions; by CIL staff attending partnership organization meetings and trainings; by partner organization staff attending CIL meetings and trainings; by CIL staff who sit on local planning councils, advisory committees and boards of local organizations with missions consistent with the Independent Living philosophy, and by partner organization staff being represented on CIL boards and committees.
 - Each of the SSAN providers will respond to at least forty-four (44) educational alerts disseminated by the SSAN Coordinator on behalf of the network, and distribute them to the local volunteers in their network, keeping track of which alerts have been responded to and the level of response activity. This may include forwarding any significant communication that might be received in the process to the SSAN Coordinator related to the issue.
 - Each of the SSAN providers will coordinate or participate in at least twenty (20) public education activities per contract year at the local level about Independent Living and issues of concern to

people with disabilities. Such activities may include facilitating educational and training events at the CIL, presenting information at other organizations' events, and generating media hits in local newspapers, television, radio, newsletters and other local media outlets.

- Each of the SSAN providers will engage in at least six (6) local community-organizing activities or events per contract year, with the goal of engaging community members and volunteers in providing education about statewide issues impacting people with disabilities, including issues addressed in the statewide disability policy agenda shaped by priorities identified in the needs assessment.
- Each of the SSAN providers will provide at least six (6) oral or written public testimonies, statements or letters per contract year, in response to a documented request from the state legislature, state agencies, statewide councils, or other statewide public bodies.

○ **Reporting Requirements:**

▪ **SSAN Coordination:**

- The coordinator of the SSAN will submit a quarterly report to the DSE (ACCES-VR), which will update information related to the performance targets as well as the deliverables of the contract. The information will be shared with NYSILC and reviewed at full council meetings as part of the SILC monitoring process. The relevant committee may discuss a report in advance and have comments or recommendations for the council. The SSAN coordinator will prepare a yearend report that will summarize the total impact of the network and allow the SPIL objective to be evaluated by the NYSILC Public Policy Committee. The results will be reported in the Annual 704 Report submitted to ACL by NYSILC.
- The SSAN Coordinator will provide NYSILC with consistent reports, support materials, and any relevant information that helps promote and substantiate the activity of the SSAN for evaluation purposes.

▪ **SSAN Providers:**

- SSAN providers (sites) will report results (outcomes) to the SSAN Coordinator according to their contract. The information will be captured and highlighted in quarterly reports prepared by the coordinator and will be sent to the DSE (ACCES-VR). The SSAN Coordinator will summarize the collective results in an annual report.

○ **Lead Organization:**

- **Coordinator of SSAN.**

○ **Key Partners:**

- **DSE, NYSILC Public Policy Committee.**

Goal # 3: Members of the IL network will have their technical assistance and training needs met through a statewide event or initiative.

Objective # 3: Increase the attendance and involvement of attendees from the IL network, including affiliated stakeholders, by providing support for a statewide independent living training conference.

Support was expressed for the statewide IL conference during the public process. The most recent conference occurred in September 2015 in Troy. Objective # 3 will be designed to provide a statewide IL training conference featuring information and technical assistance regarding the most critical issues facing the IL community along with opportunities to generate ideas, learn best practices, and promote the IL philosophy. The conference will be offered to staff, board members, advocates, and stakeholders who work within the IL and disability rights community.

The DSE (ACCES-VR) will administer one (1) \$20,000 contract to support the conference, which takes place every two years. During this SPIL cycle, the conference will occur twice - during year one (2017) and year three (2019). \$5,000 will be utilized to support speaker's fees. The remaining amount will reduce the attendance cost of individuals from the IL network and increase statewide attendance. The financial support will also extend out to peers and affiliated stakeholders. The ability to reduce registration costs for 200 attendees will reduce barriers to participation and encourage statewide turnout. It should be mentioned that these costs are not a direct subsidy to individuals but are meant to lower the registration cost for individuals to attend. The intent is to reduce the registration by \$75 per person for 200 attendees.

The lead entity will track the types of individuals attending the conference on the registration form and their involvement or affiliation with the IL network (number of staff, board members, advocates, stakeholders, other). The lead entity for the conference will have attendees complete an evaluation with at least three (3) outcome questions to assess the impact of the conference. This objective is cross-referenced in Section 1.3A, Column 4 "Other SPIL Activities" and Attachment I (A) & (B). The specific performance targets related to the measurable indicators for this objective can be found in the SPIL Evaluation Plan: Section 7, Attachment III, by plan year.

- **SPIL Support Criteria:**
 - **Resource Amount:**
 - \$20,000 (\$20,000 Years 1 and 2).
 - \$5,000 for speaker's fees; \$15,000 to reduce registration costs for conference attendees.
 - Section 1.3A Column 4, Attachment I (A) & (B).
 - **Funding Source:**
 - Title VII, Part B.
 - **Timeframe for Achievement:**
 - Through September 30, 2019.
 - **Measurable Indicators:**

- **Number of people attending the IL conference with reduced registration costs.**
- **Number of people attending the IL conference with reduced registration cost sorted by IL involvement: staff, board members, advocates, stakeholders, other.**
- **Percentage of attendees satisfied with their overall experience at the statewide IL conference.**
- **Percentage of attendees who learned something useful at the statewide IL conference.**
- **Percentage of attendees who intend to implement a best practice or other idea at the local level.**
- **Action Steps:**
 - **The DSE (ACCES-VR) will execute a contract to support the coordination of a statewide IL training conference for the deliverables related to the objective in anticipation of year one (2017) and year three (2019).**
- **Eligible Applicants:**
 - **Entities with extensive experience in coordinating statewide IL network conferences. The lead entity will perform the duties of this objective and carry out the deliverables in a contract with the DSE.**
- **Deliverables:**
 - **The lead entity will hold the conference and provide backup documentation, such as the program, guest speaker, level of support, overall conference costs and evidence of the dollar amount used to support reduced registration fees for subsidized attendees to the DSE.**
 - **The lead entity will identify and communicate to NYSILC the best way to utilize and modify existing forms (e.g., registration and evaluation forms) to capture necessary data for the measurable indicators (outcomes).**
 - **The lead entity will have attendees complete an evaluation that includes the three (3) impact questions identified in the measurable indicators. This information will be summarized and sent to NYSILC per reporting requirements.**
- **Reporting Requirements:**
 - **The lead entity will submit a final report to the DSE and NYSILC that includes the conference program and any relevant support materials. The report will provide the data required for the measurable indicators for the objective for the purposes of the annual evaluation and 704 Report.**
 - **NYSILC will compile necessary data for yearend performance targets related to the specified measurable indicators before November of each year for the purposes of the annual evaluation and 704 Report.**
- **Lead Organization:**
 - **Lead entity for the IL conference.**
- **Key Partners:**
 - **DSE, NYSILC SPIL Committee.**

Objective # 4: Designate funds to develop and establish a database and interface that will compile, analyze, and interpret data from the statewide network.

Objective # 4 will be addressed over a four (4) year time period. The new database and interface is intended to synthesize common data fields and accepted areas of impact from a diverse statewide network of over forty (40) independent living centers with a variety of database programs.

When successfully created, centers will be able to upload their information into the data interface, which will subsequently transfer the collective data into a universal statewide database. Common data fields were identified to provide a foundation for the database, interfacing with at least seven (7) different databases utilized by the network. The product will collect non-enabling data and translate/tabulate results, allowing for trend analysis and use by all partners. It will analyze demographics such as type of disability, age level, race/ethnicity, and over time will be able to identify and determine gaps.

NYSILC's Database Workgroup was successful at creating a product description. The DSE and SPIL partners will address the uniqueness of the project related to the product description and the selection of a vendor. The DSE has agreed to provide support to the project once a vendor is identified and cost can be assessed. The NYSILC Database Workgroup will work with the vendor in the design of the product. Testing of the product will be performed once a prototype becomes available using the most appropriate year of statewide center network data. Feedback will be solicited and adjustments made. A report will be completed by NYSILC on the status of the database and the interface design based on the results generated from the center network's collective data. When the final product is complete, effort will be made to help facilitate the implementation of the data interface with centers. This will include training for the network regarding the product and process. In future years, NYSILC will support the ongoing function of the system and obtain technical guidance from the vendor when necessary.

This objective is cross-referenced in Attachment I (A) as footnoted with Sec. 101 I & E funds. The specific performance targets related to the measurable indicators can be found in the SPIL Evaluation Plan: Section 7, Attachment III, by plan year.

- **SPIL Support Criteria:**
 - **Resource Amount: \$75,000 provided to NYSILC resource plan in 2020 (amount already provided in NYSILC contract for 2019-2020).**
 - **Section 1.3A, Attachment I (A).**
 - **Funding Source:**
 - **Sec. 101 I & E funds provided by DSE in 2020.**
 - **Timeframe for Achievement:**
 - **Through September 30, 2020.**
 - **Measurable indicators:**
 - **Vendor selection process identifies a viable candidate capable of developing the product.**
 - **Partners confirm resource commitment necessary to support project.**

- **Number of centers testing the prototype of the statewide database and interface product, providing feedback related to the process.**
 - **Report on status of database and interface design based on collective center data and feedback completed as documented.**
 - **Percentage of centers that participate in training related to the product and process.**
 - **Successful launch of the statewide database and interface as documented.**
 - **Percentage of centers that successfully connect to the data interface and upload the first requested annual data.**
- **Action Steps:**
 - **NYSILC and the Database Workgroup will engage a vendor to develop a statewide database and interface product on time. Once a cost parameter is known, the group will have discussions with the DSE to confirm that the full amount is secured for the project. Verification must be documented.**
 - **Once the vendor is identified, the Database Workgroup, NYSILC, and the DSE will focus on the development and testing of the product. Communication and a clear work plan will maximize the group's time and effort toward the completion of the desired outcome. NYSILC will help facilitate the testing component of the prototype. NYSILC will report on the status of the database and interface design based on the results of the prototype testing.**
 - **NYSILC will work with NYAIL to announce and deliver the best possible training venue/platform for participants.**
 - **NYSILC will work with the vendor as the final product and database nears completion and launch, to address any system issues and/or send any communications to the network.**
 - **As the systems and process move forward, a committee will review reports for the statewide network and suggest improvements. The original Database Workgroup will expand its purpose and membership to include center staff.**
- **Selection Criteria:**
 - **Addressed above.**
- **Reporting Requirements:**
 - **The NYSILC Database Workgroup will share pertinent documentation and report out progress at full council meetings.**
 - **NYSILC will report on the status of the database and interface design based on the results of the prototype testing.**
 - **NYSILC will compile necessary data for yearend performance targets related to the specified measurable indicators before November of each year for the purposes of the annual evaluation and 704 Report.**
- **Lead Organization: NYSILC Database Workgroup, vendor of statewide database and interface product.**
- **Key Partners:**
 - **DSE, NYSILC Database Workgroup.**

Goal # 4: The IL network effectively promotes IL philosophy through systems advocacy and services.

- **Objective # 5: Address priority unserved and underserved populations and issues by providing one (1) \$72,000 demonstration grant opportunity that can be evaluated by the council, be held to its own unique set of deliverables (outcomes), and subsequently provide a best practices manual for the benefit of the statewide IL network.**

The public input and needs assessment processes clearly identified priority populations and issues for the network to address. Objective # 5 priority population and issue demonstration project looks to provide one (1) \$72,000 grant opportunity to the best proposal that addresses populations and issues prioritized during the needs assessment and public hearing processes. A successful proposal will identify ways to connect to one of the following unserved/underserved populations or set of populations: Lesbian, Gay, Bisexual, Transgender, Queer/Questioning, Intersex, or Asexual (LGBTQIA) community members with disabilities; veterans with disabilities; Hispanic/Latino, Asian, or Russian community members with disabilities; seniors with disabilities; youth and young adults with disabilities; Deaf/blind community members; or rural residents with disabilities. An outreach strategy will demonstrate how the applicant will connect with the identified group or groups through direct services and or systems advocacy. Enhanced value will demonstrate how the group(s) involved in the proposal will be actively engaged in one or both of the following priority issues: affordable, accessible transportation or affordable, accessible housing.

Since this is one (1) demonstration project based on the synergy of addressing various population(s) and issue(s) at the local level, each proposal will be held to its own unique set of deliverables and outcomes. The potential of local impacts and accomplishments will be more robust than general statewide benchmarks. The recipient will be expected to develop a best practices manual by the end of the project for the benefit of the statewide IL network. The manual will be submitted to NYSILC, who will distribute and archive the document. NYSILC will work with NYAIL to determine if the material can be delivered in a different format or training platform for participants.

This objective is cross-referenced in Section 1.3A, Column 4 “Other SPIL Activities” and Attachment I (A) & (B) with a footnote. The specific performance targets related to the measurable indicators for this objective can be found in the SPIL Evaluation Plan: Section 7, Attachment III, by plan year. As a new objective and opportunity, it should be noted that year one (2017) will focus on the timely development of the RFP, its distribution to eligible recipients, review of proposals, announcement of the award recipient, and issuance of the contract. The objective will be implemented in years two (2018) three (2019), and four (2020). A total commitment of \$216,000 is required for this objective (\$72,000 per year). \$0 funds will be required in 2017, \$72,000 in 2018, \$72,000 in 2019, and \$72,000 in 2020.

- **SPIL Support Criteria:**

- **Resource Amount:**
 - \$216,000 (\$72,000 per year).
 - \$0 (2017); \$72,000 (2018); \$72,000 (2019); and \$72,000 in (2020).
 - Section 1.3A Column 4, Attachment I (A) & (B).
- **Funding Source:**
 - Title VII, Part B.
- **Timeframe for Achievement:**
 - Years two (2018), three (2019), and four (2020).
- **Measurable Indicators:**
 - RFP issued to CILs and SCILs for priority population and issue demonstration project.
 - Award recipient notified of selection to receive a grant.
 - Contract executed for grant recipient.
 - Services are provided by the grant recipient that result in the unique set of annual outcomes/deliverables identified in the proposal.
 - The grant recipient will develop a best practices manual for the benefit of the statewide IL network and will submit it to NYSILC by end of project.
- **Action Steps:**
 - The DSU will develop and distribute a competitive RFP regarding the priority population/issue demonstration grant opportunity, assemble a review panel to select the best proposal, notify the award recipient, and execute a contract for the demonstration grant opportunity.
 - The NYSILC Monitoring & Evaluation Communicate with the grant recipient after reviewing quarterly reports. A dialogue will take place regarding the information provided in the final quarterly report and the uniqueness of their deliverables, in particular those that are related to the yearend evaluation for the objective, as well as for the 704 report.
 - NYSILC will communicate with the grant recipient grant recipient regarding the completion of the site's best practices manual when it nears completion.
- **Eligible Applicants:**
 - **Eligible Applicants: Centers for Independent Living (CILs) and Service Center for Independent Living (SCILs) in the New York State network.**
- **Deliverables:**
 - The grant recipient will define what unserved/underserved populations or set of populations they will connect with: LGBTQIA community members with disabilities; veterans with disabilities; Hispanic/Latino, Asian, or Russian community members with disabilities; seniors with disabilities; youth and young adults with disabilities; Deaf/blind community members; or rural residents with disabilities.
 - The grant recipient will define an outreach strategy that details how they will connect with the identified group(s) through direct services and/or systems advocacy.
 - The grant recipient will demonstrate how the group(s) involved in the proposal will be actively engaged in one or both of the priority issues: affordable, accessible transportation or affordable, accessible housing.

- The grant recipient will identify and be held to their own unique set of deliverables and outcomes.
- The grant recipient will develop a best practice manual and submit it to NYSILC by the end of the project for the benefit of the statewide IL network.
- Reporting Requirements:
 - The grant recipient will submit quarterly reports to the DSE (ACCES-VR) and will update information related to the unique performance targets on a quarterly and annual basis. The information will be shared with the NYSILC Monitoring & Evaluation Committee and at full council meetings for evaluation purposes.
 - NYSILC will compile the yearend performance targets data related to the specified measurable indicators before November of each year for the purposes of completing the annual evaluation and 704 Report.
- Lead Organization:
 - The grant recipient.
- Key Partners:
 - DSE, NYSILC Monitoring & Evaluation Committee.

This objective is carried over from the previous SPIL 2014-2016 with \$250,000 in unspent Title VII, Part B funds. Minor modifications have been made to the SPIL objective to provide updated information. It will be active during year one (2017) of the new SPIL.

Objective # 6: Improve the capacity of the IL network to address priority unserved and underserved populations identified in the statewide needs assessment by providing ten (10) \$25,000 capacity building self-sustaining grant opportunities that can be evaluated by the council, disseminated, and documented for replication for the benefit of the network.

Objective # 6 provide ten (10) IL network capacity building grants at \$25,000 each offered by the DSE (ACCES-VR) through a competitive RFP. The aim of these grants is to promote self-sustaining programs that conduct outreach to identified targeted unserved or underserved populations prioritized in the previous SPIL and statewide needs assessment. The following four (4) populations and issues were prioritized and combined into groups for this objective: 1) minorities with disabilities (emphasizing Hispanic/Latino & Asian communities) including immigrants with disabilities, 2) veterans with disabilities (emphasizing both male & female veterans) including homeless people with disabilities and related housing issues, 3) young adults with disabilities, and 4) nutrition & wellness, including medical/health care and most-integrated setting issues for people with disabilities.

In addition, these projects will be responsible for developing and submitting a “how to” technical assistance guide to NYSILC at the end of the three-year cycle (2017). These guides will be evaluated, documented, and decisions made for which ones will be replicated for dissemination to benefit the statewide network. This objective is cross-referenced in Attachment I (A) as footnoted with unspent Part B funds. The specific performance targets related to the measurable indicators can be found in the SPIL Evaluation Plan: Section 7,

Attachment III, by plan year.

- **SPIL Support Criteria:**
 - **Resource Amount: \$250,000 in year one (2017).**
 - \$25,000 per CBILCO site.
 - Section 1.3A, Attachment I (A).
 - **Funding Source:**
 - Unspent Title VII, Part B funds carried over from previously SPIL 2014-2016.
 - **Timeframe for Achievement:**
 - Year one (2017).
 - **Measurable Indicators:**
 - **Number of people served by identified target unserved/underserved population.**
 - **Number of community organizational contacts related to target populations that are developed as a result of outreach efforts.**
 - **Amount of new funding secured toward self-sustaining programs.**
 - **Number of self-sustaining programs.**
 - **Number of “how to” technical assistance manuals submitted to NYSILC.**
 - **Action Steps:**
 - **The NYSILC Outreach Subcommittee will communicate the collective results of the capacity building project’s yearend reports in preparation for the objective’s annual evaluation. Based on their recommendations, NYSILC will convene an ad hoc committee (appointed by the Chair), consisting of the NYSILC executive director, council members and CIL directors, to address the following elements related to this objective:**
 - **Define the components of the “how to” technical assistance guide.**
 - **Develop the criteria to evaluate the “how to” technical assistance guides when received.**
 - **Identify the various formats and ways the “how to” technical assistance guides can be documented and disseminated for the benefit of the statewide network.**
 - **The NYSILC office and Outreach Subcommittee will conduct a brief survey to ask the CBILCO projects about the value of community organizational contacts.**
 - **The NYSILC office will reach out to a sample of the CBILCO projects and help organize a small group willing to present a webinar about their projects to the IL network and other stakeholders.**
 - **Deliverables:**
 - **Each capacity building grant recipient will provide services to at least sixty (60) individuals from the target unserved/underserved population per year and track data to be reported on a quarterly and annual basis.**
 - **Each capacity building grant recipient will connect with at least five (5) community organization contacts each year to strengthen networking efforts and track data related to this deliverable that will be reported on a quarterly basis. Additional significant outreach efforts shall be noted in**

- narrative reports.
- Each capacity building grant recipient will identify the amount of funding they have attracted, earned, or realized toward a self-sustaining program on a quarterly and annual basis.
- By the end of the project, each capacity building grant recipient will indicate if they believe their program is self-sustaining in the final report.
- By the end of the project, each capacity building grant recipient will develop and submit a “how to” technical assistance guide to NYSILC that can be evaluated and documented according to the process developed for potential replication for the benefit of the statewide network.
- Reporting Requirements:
 - The grant recipients will submit quarterly reports to the DSU (ACCESS-VR), which will then update information related to the performance targets on a quarterly and annual basis. The information will be shared with the NYSILC Outreach Subcommittee and at full council meetings for evaluation purposes.
- Lead Organization:
 - Capacity building grant recipients.
- Key Partners:
 - DSE, NYSILC Outreach Subcommittee.

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:

- Identify the populations to be designated for targeted outreach efforts;
- Identify the geographic areas (i.e., communities) in which the targeted populations reside; and
- Describe how the needs of individuals with significant disabilities from minority group backgrounds will be addressed.

The New York State Independent Living Council, Inc. (NYSILC) Needs Assessment Committee (NAC), facilitated by consultant Alan Krieger of Krieger Solutions, spent seven months compiling data and survey information into a statewide needs assessment report to help identify needs important to New Yorkers with disabilities and the statewide IL network. The primary purpose was to help guide input for the formulation of the three-year Statewide Plan for Independent Living (SPIL) for 2017-2019.

The four (4) key questions NYSILC focused the needs assessment on were:

- 1) What geographic areas are most in need of IL services?**
- 2) What unserved/underserved ethnic, minority and disability communities are most in need of IL services?**
- 3) What are the most important unmet service needs for New Yorkers with disabilities who live, or wish to live, independently?**
- 4) What are the most important needs that should be addressed to strengthen New York’s independent living network?**

The final 2015 NYSILC Statewide Needs Assessment report is available at: <http://www.nysilc.org/images/NeedsAssesFinalRep.doc.pdf>.

Based on the 2015 NYSILC Statewide Needs Assessment the following unserved/underserved target populations and needs/issues were identified: veterans with disabilities, Hispanic/Latino community members with disabilities, youth/young adults with disabilities, and rural residents with disabilities; along with finance/paying bills, transportation, social opportunities, employment, and housing.

Eighty-four (84) individuals signed into four (4) public hearings across the state and helped identify public input priorities. Almost 200 pages of public comments were separately submitted. When considered with the needs assessment list, it created the following group of priority unserved/underserved populations and needs/issues for the SPIL 2017-2019:

- Priority unserved/underserved populations: LGBTQIA community members with disabilities; veterans with disabilities; Hispanic/Latino, Asian, or Russian community members with disabilities; seniors with disabilities; youth and young adults with disabilities; Deaf/blind community; or rural residents with disabilities.
- Priority needs/issues: affordable, accessible transportation; affordable, accessible housing; and living with a significant disability.

These groups and issues will represent the populations to be designated for targeted outreach efforts.

With the priority targeted outreach populations identified above, the needs of these groups and issues will be addressed through three (3) efforts in the current plan. Objective # 2, the SSAN, shapes its policy agenda with direction from the statewide needs assessment priorities. Objective # 5 looks to provide one demonstration grant opportunity for a project that successfully connects to any one (1) or combination of the unserved/underserved populations identified with the needs/issues identified above at one (1) location in the state. Objective # 6 capacity building seeks targeted outreach to the previous SPIL's list of unserved/underserved populations. The ten (10) projects will be funded for their final year of operation in 2017. They include AIM/Corning (youth with disabilities), ATI/Cortland (youth with disabilities), BILS/Bronx (healthy lifestyles/people with disabilities), STIC/Binghamton (veterans with disabilities), NCCI/Plattsburgh (healthy lifestyles and access/people with disabilities), PILS/Putnam (healthy lifestyles/people with disabilities), RCIL/Utica (minorities with disabilities), RILC/Rockland (youth with disabilities), WILC/White Plains (healthy lifestyles/people with disabilities), and WNYIL/Buffalo (youth with disabilities).

The geographic areas for the respective target populations are located throughout the state. CILs are established to address the needs of individuals with significant disabilities per the law as amended, and are positioned to address the unique needs of their community, including ethnic diversity. New York has a geographic distribution of approximately 19 million people with a statewide network of over forty (40) centers. About half of the residents live downstate (greater New York City high density), while the other half reside upstate (a mix of urban, suburban and rural). Most people with disabilities who are

minorities and have significant disabilities live in larger numbers downstate (greater New York City). This same population is geographically dispersed upstate with smaller concentrations in upstate cities. Both downstate and upstate CILs have developed competencies to accommodate the needs within their communities. RCIL/Utica is completing the last year of a capacity building project focusing on minorities with disabilities with outreach to the Russian, Bosnian, and Burmese communities. A best practices manual will be developed for distribution to the network. If the network expresses a need on the subject, cultural competency training can be scheduled as a webinar or at a conference breakout session.

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

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

1.3A Financial Plan Tables

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

- Insert additional rows for the specific funding sources and amounts expected within the categories of Other Federal Funds and Non-Federal Funds.

Year 1 (2017)

Sources	Approximate Funding Amounts and Uses			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds				
Chapter 1, Part B	369,349		N/A	573,000*
Chapter 1, Part C			3,924,457	
Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal Funds				
Sec. 101(a)(18)	64,593			

of the Act (Innovation and Expansion)				
Other				
ARRA Part C				
Non-Federal Funds				
State Funds			13,361,000	
Other				

***Other SPIL Activity amount \$72,000 less due to Objective # 5 planning during year one (2017).**

Year 2 (2018)

Sources	Approximate Funding Amounts and Uses			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds				
Chapter 1, Part B	369,349		N/A	645,000
Chapter 1, Part C			3,924,457	
Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal Funds				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	64,593			
Other				
ARRA Part C				
Non-Federal Funds				
State Funds			13,361,000	
Other				

Year 3 (2019)

Sources	Approximate Funding Amounts and Uses			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds				

Chapter 1, Part B	369,349		N/A	645,000
Chapter 1, Part C			3,924,457	
Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal Funds				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	64,593			
Other				
ARRA Part C				
Non-Federal Funds				
State Funds			13,361,000	
Other				

Year4 (2020)

Sources	Approximate Funding Amounts and Uses			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds				
Chapter 1, Part B	416,018		N/A	625,000
Chapter 1, Part C			4,329,443	
Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal Funds				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	75,000			
Other				
ARRA Part C				
Non-Federal				

Funds				
State Funds			13,361,000	
Other				

\$250,000 in unspent Part B funds will be carried over to this SPIL to address one objective in year one (2017) to complete Objective # 6 related to capacity building grant opportunities. Related SPIL budget information will be addressed in Attachment I.

Attachment I

A. Breakdown of Title VII, Part B Funds by SPIL Objectives per Year and Other Sources								
SPIL Objective #	Year 1 (2017)	Year 2 (2018)	Year 3 (2019)	Year 4 (2020)	= 4 Year Part B Total	Sec. 101 I & E	Unspent Part B	Adjusted 4 Year Total Part B Funds Plus Other Sources
# 1 NYSILC	369,349	369,349	369,349	416,018	1,524,065	64,593/ ea. yr. x 3 = 193,779 (yrs. 1-3) + 75,000 (yr. 4 = 268,779)	0	Part B total 1,524,065 + I & E total 268,779 = Total SILC resource plan 1,792,844
#2 SSAN	553,000	573,000	553,000	553,000	2,232,000	0	0	Part B total 2,232,000
# 3 IL Conference	20,000	0	20,000	0	40,000	0	0	Part B total 40,000
# 4 Data Interface Project	0	0	0	0	0	0	0	Funds for project Provided in SILC Resource plan 2020
# 5 Demonstration Project	0*	72,000	72,000	72,000	216,000	0	0	Part B total 216,000
# 6 Capacity Building Projects	0	0	0	0	0	0	250,000/ yr. 1	250,000 used to complete last year of contract (yr. 1)
Total	942,349	1,014,349	1,014,349	1,041,018	4,012,065	268,779	250,000	

*\$72,000 in unspent Part B funds will be carried forward to year four (2020) to complete Objective 5/demonstration project.

B. Breakout of Other SPIL Activities, 1.3 A Table, Column 4					
SPIL Objective #	Year 1 (2017)	Year 2 (2018)	Year 3 (2019)	Year 4 (2020)	= 4 Year Part B Total
#2 SSAN	553,000	573,000	553,000	553,000	2,232,000
# 3 IL Conference.	20,000	0	20,000	0	40,000
# 5 Demonstration Project	0*	72,000	72,000	72,000	216,000
Total	573,000	645,000	645,000	625,000	2,488,000

*\$72,000 in unspent Part B funds will be carried over to year one (2020) of the next SPIL to complete Objective # 5 demonstration project.

C. Breakout of SILC Resource Plan, 1.3 A Table, Column 1					
SPIL Objective # 1 NYSILC	Year 1 (2017)	Year 2 (2018)	Year 3 (2019)	Year 4 (2020)	= 4 Year Part B Plus I & E Total
Salaries	174,900	174,900	174,900	196,270	720,970
Fringe	48,972	48,972	48,972	56,918	203,834
General Operating	128,370	128,370	128,370	184,630	569,740
Equipment	0	0	0	0	0
Purchased Services	81,700	81,700	81,700	53,200	298,300
Total	433,942	433,942	433,942	491,018	1,792,844

1.3B Financial Plan Narratives

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

Title VII, Part C Funds represent the total annual direct federal funding of \$3,924,457 in support of New York's General CIL Operations in column 3. Other Federal Funds represent \$64,593 in Section 101 Innovation and Expansion funding utilized to supplement the SILC Resource Plan as indicated in column 1. Under non-federal funds, the ACCES-VR annual state match is identified in the General CIL Operations column 3 through the funding of \$13,361,000 in support of Service Centers for Independent Living (SCILs). These items are explained further below.

The Title VII, Part C funds were decreased since the last plan. While the twenty-four (24) CILs receiving funds realized a short-term benefit from the additional ARRA funds during the previous five (5) years, going into this plan they have and will continue to face a significant cut to accommodate the three (3) newest CILs in the appropriation. Strategies will need to be developed to address the needs of the CILs in Section 3.

The Other Federal Funds related to Section 101 Innovation and Expansion (I & E) funding is related to the SILC resource plan and is in reaction to a variety of concerns. Support was expressed for a strong state council during the public process. During the current plan, federal sequestration plus compliance with the State's Minority Women Business Enterprise (MWBE) program cut the SILC budget by a full-time staff position. The addition of the I & E funds will help the council meet its new obligations, restore its staffing structure, prepare for succession planning, and address other important considerations addressed in Section 5.

The Non-Federal Funds related to the ACCES-VR state match are connected to the Service Centers for Independent Living (SCIL) state funding, which is listed at \$13,361,000 (General CIL Operations). This appropriation received a \$1 million dollar increase for 2016. \$5,863,465 of this amount goes to eighteen (18) of the federally funded CILs in the network listed in the SPIL out of the twenty-four (24) federally funded CIL grants in the state (see Section 3.1). The centers include: AIM (Corning), ARISE (Syracuse), ATI (Monticello), Bronx Independent Living Services, Capital District Center for Independence (Albany), Center for the Disabled in New York (Manhattan), Center for the Disabled in New York (Queens), Center for Disability Rights, Harlem Independent Living Center, Resource Center for Independent Living (Utica), Resource Center for Independent Living (Herkimer), Regional Center for Independent Living, Independent Living Center of the Hudson Valley, Northern Regional Center for Independent Living, Southern Adirondack Independent Living, Westchester Center for Independent Living (White Plains), Westchester Center for Independent Living (Putnam), and the Western New York Independent Living Project. The remaining \$7,497,535 in State Funds goes to State Service Centers for Independent Living (SCILs) not identified in the federally funded network (also identified in Section 3.1). Over time, the DSE (ACCES-VR) has established these

additional eighteen (18) IL service providers to augment the state network through the delivery of complementary IL services. They comply with state IL standards (Regulations of the Commissioner of Education, Part 248) (Service Centers for Independent Living, NYS Education Law, § 1123-1124. As a result, they do not have to comply with Federal 725 regulations.

Overall, no Part B funds will be utilized to support General CIL Operations. No funds under the State Part B match are used for the operation of CILs or SCILs.

In order to allow for the timely development and issuance of a Request For Proposal (RFP), the announcement of the award recipient, the issuance of a contract for Objective # 5 priority population and the issuance of a demonstration project, a total commitment of \$216,000 is required for this objective (\$72,000 per year). However, \$0 funds are required in year one (2017) for the planning purposes described above, \$72,000 in year two (2018), \$72,000 in year three (2019), while \$72,000 in unspent Part B funds will be carried over to year one (2020) of the next SPIL to successfully complete this objective.

For the SPIL 2017-2019:

- Part B funds will support SPIL Objective # 1, NYSILC, for effective operation and resource planning.
- Part B funds will support SPIL Objective # 2, Statewide Systems Advocacy Network (SSAN) for sites and coordination.
- Part B funds will support SPIL Objective # 3, support a statewide IL conference twice in years one and three.
- Part B funds will support SPIL Objective # 5, priority population/issue demonstration project.
- State IL funds are used for a match purpose of Part B and are applied to augment federal support of one (1) CIL.
- If new Part C Federal funds become available above a COLA, they will be utilized as defined in Section 3.2 Expansion of Network.
- No Chapter 2 (Older Blind) funds are directly identified to further SPIL objectives.

For objectives carried over from the previously SPIL (unspent Title VII, Part B funds):

- Part B funds will support SPIL Objective # 4, statewide database/interface project.
 - \$75,000 in unspent Part B funds will be utilized during the SPIL to address the objective.
- Part B funds will support SPIL Objective # 6, capacity building grant opportunities (10 projects @ \$25,000).
 - \$250,000 in unspent Part B funds will be utilized in year one (2017) to complete the objective.

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.

Federal and state funding for CIL's and IL services is coordinated by the DSE (ACCES-VR). ACCES-VR currently administers state funds for forty-one (41) consumer controlled,

community-based, not-for-profit organizations recognized in New York State Education Law as Service Centers for Independent Living (SCILs). These SCIL's provide independent living services to those areas of the state that are unserved by the federal network of centers, and work to enrich the capacity in areas served by the federal CIL network to deliver independent living services. Eight (8) of these SCILs are administrated by an established CIL. ACCES-VR does not provide any federal funds to the state funded centers, which negates SCILs' obligations to meet Section 725 standards in Title VII of the Rehabilitation Act as amended.

The federally funded network consists of 16 CILs that receive the 24 Title VII, Part C grants identified in Section 3.1 Existing Network. Some receive multiple awards. Fifteen (15) of the sixteen (16) CILs noted above also receive state IL funds. Some also receive multiple state awards. The Tri-Lakes CIL in Saranac Lake is the only CIL in New York that receives only federal CIL funding. The general breakdown of Federal Part C and IL state appropriation funding for the CIL and SCIL centers was provided in 1.3 B (1). Specific amounts will be provided in Section 3.1.

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.

There are no recognized in-kind resources or obligations known at this time related to the support of the SILC resource plan, IL services and general CIL operations. However, ACCES-VR provides significant resources from Title I and other sources to competitively bid out and administer SPIL objectives.

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

This section defines the process on how to identify, reallocate, and expend unspent Title VII, Part B funds during the SPIL 2017 to 2019 cycle. The state plan partners need an efficient way to maximize these scarce resources. NYSILC will work with the DSE (ACCES-VR) to identify any unspent Part B amounts on an annual basis. At the beginning of each calendar year (January 1st), NYSILC will be notified of the amount of unspent Part B money.

Once the total amount of unspent Part B funds is known, the NYSILC SPIL Committee will make a recommendation of what projects to reinvest in based on existing SPIL projects and priorities:

- If \$216,000 is available, support of an additional priority population/issue demonstration project related to Objective #5 (at \$72,000 a year) will be offered. Once approved, communicated, and verified by ACCES-VR, they will select the next highest ranked proposal from the existing RFP competitive list (upstate/downstate - opposite of the first awardee). The DSE will announce the new award and execute the contract.**
- If \$90,000 is available, support of an additional SSAN site related to Objective # 2 (at \$30,000 a year) will be offered. Once approved, communicated, and verified by ACCES-VR, they will select the next highest ranked proposal from the existing RFP**

competitive list. The DSE will announce the new award and executive the contract.

- If less than \$90,000 is available, additional support will be offered for Objective # 4 related to the statewide database/interface project and / or any other SPIL priorities identified and supported by the resources available.

Based on the total amount of the unspent Part B funds, a combination of these projects and priorities is also possible. The NYSILC Executive Committee and or full council will confirm the SPIL Committee's recommendation. The federal CIL directors will review and confirm the approved recommendation. The DSE will follow through based on their administrative duties.

The full council will be informed when such action has taken place. Since action is intended to support existing SPIL projects and priorities, there will be no need for a public hearing or SPIL amendment. A public hearing and SPIL amendment will only be necessary if the planned use of unspent Part B funds is for an unknown or new use.

1.4 Compatibility with Chapter 1 of Title VII and the CIL Work Plans – 34 CFR 364.42(c) and (e)

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

As mentioned in Section 1.1, the SPIL's mission, goals, and objectives support many of the basic principles of the purpose of Title VII. By their nature, they support and promote Independent Living philosophy, consumer control, peer support, self-help, self-determination, and equal access. A major focus of this plan is based on the importance of individual and systems advocacy. Successful individual and systems advocacy leads to results, and concurrently, leads to maximizing the leadership, empowerment, independence and productivity of individuals with disabilities, including significant disabilities. The ultimate goal is for our peers to achieve integration and full inclusion into mainstream American society.

Objective # 1 supports the operation of the SILC, its duties, authorities (to be defined), and other responsibilities. NYSILC has an active council. SILC members and center staff in the network access the IL Philosophy & History Tutorial linked to via the NYSILC website (http://www.nysilc.org/~nysilc/il_philosophy/index.html) which supports IL philosophy and key concepts of purpose. In Section 5, one of the new authorities will define how the council will pursue statewide systems advocacy and leadership development, which looks to maximize leadership, empowerment, integration and inclusion.

Objective # 2, the SSAN network, promotes statewide systems advocacy and empowerment among New Yorkers with disabilities, while simultaneously promoting disability rights. As individuals learn skills (consistent with the purpose) and work on collective issues, they become empowered. In the end, individuals can utilize those skills in their daily lives. In 2015, the SSAN achieved some significant collective results that helped to increase independence in the community. Results included: a state equivalent of an ADA Title II bill

signed into law; a budget provision that included a 6% Federal Medical Assistance Percentage (FMAP) for Community First Choice to implement Olmstead in New York State; No Wrong Door funding secured through the Balancing Incentive Program (BIP); funding secured to cover overtime for home and personal care workers; and a \$1 million increase was realized for the state IL appropriation.

Objective # 3 promotes IL philosophy by sponsoring training at a statewide IL conference for peers in the network. The program and trainings are fully accessible and inclusive of diverse groups.

Objective # 4, carried over from the previous SPIL with unspent Title VII, Part B funds, looks to address a statewide database/interface project. Even though the objective is technical assistance in nature and does not have a direct connection to the purpose, its goal is to provide a process to interpret the data from the statewide network so that partners and the public can have a better understanding and appreciation for the unique impact that CIL services, advocacy and philosophy has to offer.

Objective # 5, priority population/issue demonstration project embraces the concepts of the purpose by asking the project to work with priority populations and issues through a strategy of outreach, advocacy and / or services.

Objective # 6, carried over from the previous SPIL with unspent Title VII, part B funds, also embraces concepts in the purpose by addressing outreach to unserved/underserved populations through capacity building projects utilizing outreach, advocacy and / or services strategies.

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

Based on changes in the law, the federal CIL directors are now state plan partners. In preparation, the SPIL committee met from March through August 2015 to retool the SPIL formulation and development process and materials for 2017-2019 with WIOA considerations. This include a revised timeline to include steps for items such as the drafting and posting of the SPIL, and review and action by the federal CIL directors. New protocols were developed for a federal CIL director voting and mediation process. It was decided that communication was necessary to establish a dialogue with the federal CIL directors and to make sure they were aware of their new role and kept abreast of current developments in the process. Conference calls occurred with the federal CIL directors on September 4, 2015 (discussion of new roles), November 5, 2015 (post public hearing and comments discussion), and February 12, 2016 (draft SPIL discussion). An accessible webinar event was provided to the network and stakeholders to summarize the draft SPIL on February 16, 2016 and included individuals from the CIL network. The SPIL Committee met to consider public comments. The draft SPIL was edited accordingly. The federal CIL directors reviewed and approved the draft SPIL in March 2016. The SILC reviewed and approved the draft SPIL in April 2016.

CILs also participated in the Needs Assessment Committee (NAC) process that led to the subsequent draft and final report for 2015 (<http://www.nysilc.org/images/NeedsAssesFinalRep.doc.pdf>). Centers helped distribute the consumer surveys and directly responded to the center survey. Based on the center survey responses, the following were identified as barriers to existing services and barriers to expanding or starting new services: lack of financial services; funding restrictions; lack of transportation to consumers; additional space/infrastructure; and increased awareness about ILC. The results are consistent with findings three (3) years ago. The transportation concern is addressed with the broader issue in Objective # 5. Center directors were also asked to identify groups they considered unserved and hard to reach within their communities. The list was consistent and helped prioritize the unserved and underserved groups identified in 1.2B and connected to Objective # 5.

Public hearings were scheduled for Wednesdays in October 2015 and occurred at centers across the state at the following locations: CDR Rochester, CIDNY Queens, STIC Binghamton and NCCI Plattsburgh. Eighty-four (84) individuals participated in the public hearings. Breakout sessions were also held at the IL statewide conference on 9/16/15 and on 10/26/15 at the CDPAANYS Conference. WNYIL took advantage of the focus group opportunity and held a local CIL forum and submitted feedback. Almost 200 pages of public comments were separately submitted. Real time captioning provided transcriptions for the hearings. Summary minutes were provided for other sessions. A temp worker assisted NYSILC with creating a narrative that summarized the public hearing, community input, and needs assessment priorities into themes.

The SPIL Committee consists of fifteen (15) members; nine (9) are center directors or staff and six (6) are Federal CIL directors. The SPIL Committee met five (5) times to address SPIL development. During the 12/4/15 meeting, the group reviewed public input and needs assessment priorities and started to discuss the DSE issue and potential impact on the Part B funds. During the 12/9/15 meeting, the group revisited the single DSE issue and subsequent 100% allocation of the Part B funds. Initial dialogue commenced related to SPIL objectives and funding decisions and options. During the 12/15/15 meeting, the SPIL objectives and funding decisions and options were reviewed, and outcomes were discussed related to the objectives. During the 12/18/15 meeting, several other key SPIL elements were discussed with direction provided. On 1/25/16, the committee reconvened to acknowledge that the Part B funds were significantly reduced as a result of federal sequestration. Budget decisions were made consistent with public input and needs assessment priorities but within the realities and scale of the revised total budget.

Overall, the SPIL Committee and Needs Assessment Committee members were engaged and believe that the SPIL objectives address the public input and needs assessment priorities to the best extent possible given the limited resources.

1.5 Cooperation, Coordination, and Working Relationships Among Various Entities – 34 CFR 364.26

Describe the steps that will be taken to maximize the cooperation, coordination and working

relationships among the SILS program, the SILC, and centers; the DSU, other State agencies represented on the SILC and other councils that address the needs of specific disability populations and issues; and other public and private entities determined to be appropriate by the SILC.

- The description must identify the entities with which the DSU and the SILC will cooperate and coordinate.

The SILC CILs and DSE have numerous partnerships and opportunities for cooperation and collaboration. NYSILC is represented on the ACCES-VR's State Rehabilitation Council (SRC) by a center director. A DSE representative provides collaborative information between NYSILC and the NYSCB SRC. A new council member in 2016 has agreed to serve as a liaison to the NYSCB SRC going forward. Minutes are shared between the different councils along with updates of major activities by representatives at meetings.

The diversity among NYSILC members and connections to advocacy and disability service organizations enhances opportunities for collaboration on a variety of public and private interests. Current members (who include CIL and SCIL directors, staff, and the DSE representative) allow partnerships with the following organizations: 504 Democratic Club, Able Forces Club of John Jay College of Criminal Justice, Albany Jewish Family Services, Alzheimer's Association, American Federation of State County and Municipal Employees (AFSCME), American Rehabilitation Counseling Association, American Society for Public Administration, Brain Injury Association, Broome County Transportation Advocacy Group, Buffalo Federation of Neighborhood Center, Capital District Transportation Committee, Capital Region Self-Advocacy, CA\$H Coalition of the Greater Capital Disabled In Action NYC, Deaf Ministry, Child Care Council of Suffolk County, CIDNY Action Network, Columbia-Greene Aging Network, Committee on Aging Concerns, CUNY Coalition for Students with Disabilities, CUNY LEADS Project, Disability Community Advisory Panel, Disability Rights Network of Pennsylvania, Disability Rights New York/PADD advisory Council, District Disability Initiative, Genesee County Developmental Disabilities Subcommittee, Genesee County Suicide Prevention Coalition, Henry Viscardi School, Money Follows the Person (MFP) Program, Interagency Partnership on Assistive Technology, Ms. Wheelchair America. Ms. Wheelchair New York, Muscular Dystrophy Association, National Council on Independent Living, National Youth Leadership Network, New York Association on Independent Living (NYAIL), NYSDOH Disability and Health Advisory Committee, NYSDOH's HIV Advisory Body, New York State Spinal Cord Injury Research Program, Nursing Home Transition and Diversion RRDC, NYAIL Election Reform Committee, NYAIL Inclusive Education Subcommittee, NYAIL Housing Committee, New York Metropolitan Chapter of American Society for Public Administration, New York State AFL-CIO District Council 37, NYS Office of Mental Health, Office for Aging Advisory Council of Ulster County, Parent-to-Parent Board member, Parent-to-Parent Support Parent, Parent Training and Information Center (PTIC), Parish Advocate for St. Paul's Lutheran Church, Permanent Citizens Advisory Committee (PCAC) of the MTA, Saratoga Aging and Disability Network, Section on Women in Public Administration, Society for Disability Studies, Self-Directed Services Broker, Society for Human Resource Management, Southern Tier

League of Women Voters, Spina Bifida Society, SUNY Buffalo/ School of Health Professions Dean's Community Advisory Council, Taxis For All Campaign (TFAC), Tioga County Department of Social Services Commissioner's Advisory Council, Transit Riders' Council (TRC), Transport Troy Committee, Ulster County Mental Health Association, Ulster County's Partnership for Healthy Aging Committee, United Cerebral Palsy Long Island, United States Psychiatric Rehabilitation Association, Urban League Young Professionals, Westchester County Traumatic Brain Injury Regional Resource and Development Center (TBI RRDC), Western New York Family Support Services Advisory Council, and YOUTH POWER!

ACCES-VR (the DSE) also holds an upstate and downstate forum with the statewide network of centers to discuss issues and priorities. They express issues and needs of centers and independent living services through representation on various councils and activities in New York State, including the Department of Health's Statewide Long-Term Care Advisory Council, Most Integrated Setting Coordinating Council, Interagency Geriatric Mental Health and Chemical Addiction Planning Council, Department of Health's Disability and Health Council, NYSCB State Rehabilitation Council, and Medicaid Infrastructure Grant activities. The DSE has also engaged in efforts to broaden independent living center activity in the area of employment and vocational rehabilitation, as well as in service delivery and partnerships in the fields of mental health, intellectual disability, veterans, and people living with HIV and AIDS, among others.

The federal CIL directors, as the new state plan partners, participate and coordinate through the network via the state association – the New York Association on Independent Living (NYAIL). NYAIL plays a critical role by providing technical support, communications, and training to the statewide network of centers. They coordinate the SSAN and statewide conference (two key SPIL objectives). In addition, NYAIL directs the statewide Money Follows the Person (MFP) Transition Center, which includes a Peer Outreach and Referral Program to assist people in nursing homes that want to return to the community. See the following link for details: <http://ilny.org/programs/mfp/transition-center>.

The state plan partners will continue to develop these and new partnerships during the course of the three (3) year SPIL to maximize cooperation and coordination.

1.6 Coordination of Services – 34 CFR 364.27

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

Currently, ACCES-VR (the DSE) coordinates Title VII Part C with state funded "Service Centers for Independent Living" and maintains fiscal, programmatic and service data to avoid duplication of services. In the recent needs assessment, the first question examined the geographic areas most in need of IL services. The NAC utilized the California model

that compared CIL/SCIL service data by county to ACS Census data for a sample of the number of civilian people with disabilities by county. Data for the state institutionalized population was created and compared to the CIL/SCIL service data by county. The two (2) need lists were merged and ranked to identify the top ten (10) counties most in need of IL services and to reconcile both urban and rural needs without any duplication. This will be discussed in detail in Section 2.1B.

None of the services planned or provided for in the SPIL or network are duplicated by special education services, vocational rehabilitation services, developmental disability services, or public health services as required by 364.27 of the regulations, the State Rehabilitation Councils, the TRAIID Project, and Most-Integrated Setting Coordinating Council, and other federal, state, and local programs, focusing on areas such as mental health, housing, transportation, veterans, and the Social Security Act. Independent Living Services provided under this State Plan do not duplicate the unique services provided by the Older Individuals who are Blind Program.

Overall, coordination and collaboration are primarily achieved through representation and participation on the council, as well as input during the SPIL formulation process. The coordination helps to make sure that duplication doesn't occur and that timely information is shared. NYSILC members have numerous affiliations. This is clearly elaborated in a long list of diverse, statewide public and private groups in Section 1.5 above. When NYSILC members are recruited for appointment, "what affiliations can you bring to the council" is one of the relevant questions. This ensures that there is an increased level of expertise on the council that can enhance representation. Additionally, having members with expansive representation reduces duplication because someone will identify if an initiative has been addressed in another environment based on their knowledge and information. The DSE and federal CIL directors (separately and through the connection with NYAIL) both add to and deepen the coordination and collaboration of services of the IL network.

1.7 Independent Living Services for Individuals who are Older Blind – 34 CFR 364.28

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

The single DSE (ACCES-VR) is not the blind services agency in New York. Therefore, there are no new methods or approaches for the provision of IL services to older individuals who are blind.

Section 2: Scope, Extent, and Arrangements of Services

2.1 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: 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		✓	✓

Table 2.1A: Independent living services	Provided by the DSU (directly)	Provided by the DSU (through contract and/or grant)	Provided by the CILs (Not through DSU contracts/ grants)
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		✓	✓
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		✓**	✓**

*** Fifth core service: Provided by the CILs (Not through DSE contracts/grants)**

- **Promoting full access to community living and postsecondary life by:**
 - 1) **Facilitate the transition of individuals with significant disabilities from nursing homes and other institutions to home and community-based residences, with the requisite supports and services;**
 - 2) **Provide assistance to individuals with significant disabilities who are at risk of entering institutions so that the individuals remain in the community; and**
 - 3) **Facilitate the transition of youth who are individuals with significant disabilities, who were eligible for individualized education programs (IEPs) under Section 614(d) of the Individuals with Disabilities Education Act, and who have completed their secondary education or otherwise left school to postsecondary life.**

**** See Attachment II below for a listing of CIL services and service definitions in New York as defined by the DSE (ACCES-VR).**

Attachment II

Other Necessary Services Not Inconsistent with the Act

The following services should be considered as “other services not inconsistent with the provisions of this Act.” It has been provided by the DSU (VESID) for CILs/SCILs. Some of the items in the list below overlap the services grouped together in “Table 2.1A: Independent Living Services.” Descriptions have been provided to clarify the scope and extent of these services, as delivered in New York State.

1. **Advocacy/legal services - individual advocacy and legal assistance and/or representation in accessing benefits, services and programs to which a consumer may be entitled. This section may include any aspect of direct individual advocacy provided by a center staff member on behalf of a consumer.**
2. **Architectural barrier services - advice, information or assistance regarding removal of architectural barriers from any publicly or privately-owned residence or other building or constructed facility, whether already built or in the planning stage, including preparation of detailed plans.**
3. **Assistive devices/equipment - provision of specialized devices and equipment such as TTYs, wheelchairs and lifts, or provision of assistance to obtain these devices and equipment from other sources. This service equates with equipment repair and loan.**
4. **Children's services - IL services not specified elsewhere in this list, provided to a child under age 6.**
5. **Communication services - services directed to enable individuals with disabilities to better communicate such as: interpreter services, including tactile interpreter services for Deaf-blind individuals; Braille transcription; and reading services.**
6. **Counseling services - this service equates with personal counseling services.**
7. **Family services - services not specified elsewhere in this list, provided to family members of individuals with disabilities when necessary for improving the individual's ability to live and function more independently, or his or her ability to engage or continue in employment. Such services may include integrated nonresidential respite care.**

8. **Housing or shelter services** - information, advice, and assistance related to securing and/or retaining housing or shelter, including existing accessible housing. Includes assistance with reviewing and evaluating newspaper ads, advice on communication with landlords, provision of lists of available accessible housing and housing support application information and assistance. A CIL shall not provide housing or shelter as an IL service on either a temporary or long-term basis.
9. **Information and referral services (I&R)** - individual I & R provided to a consumer. (It is not necessary to record I & R in a CSR or establish a CSR for an individual receiving only I & R services). Most individuals receive I & R services through single face-to-face contact or one or two telephone calls, with information provided verbally, through printed material and/or through referral to another source for services or further information. Some service providers record I & R as strokes on an answering pad--others as phone minutes; some CILs record only name and disability of such service recipients in order to provide an unduplicated count of individuals served.
10. **Independent Living Skills development and Life Skills services** - IL skills development is instruction to develop independent living skills in areas such as personal care, coping skills, use of assistive technology, financial management, social skills, and household management, including education and training necessary for living in the community and participating in community activities.
11. **Mobility training** – a variety of services involved in assisting individuals with cognitive and sensory impairments to get around their homes and communities.
12. **Peer Counseling (including cross-disability peer counseling)** - counseling, teaching, information sharing, and similar kinds of contact provided by other individuals with disabilities. This may include the provision of education and awareness by one person with a disability to another regarding disability laws, civil rights and other available protections, strategies and resources to support personal empowerment.
13. **Personal assistance services** - including provision of attendant care to consumers and/or training consumers to supervise their own attendants.
14. **Recreational services** - provision or identification of opportunities for the involvement of individuals with disabilities in integrated leisure time activities; participation in community affairs and/or other integrated recreation activities that may be competitive, active or quiet.
15. **Transportation services** - provision of, or arrangements for provision of transportation.

16. **Youth services** - services not specified elsewhere in this list, provided to youth with disabilities (ages 6 - 17 or students in transition ages 15-22). May include services provided as part of a formal school-to-work transition program.
17. **Vocational services** - training in job-seeking skills such as interviewing and resume writing, and/or provision of individual supported employment and/or integrated job placement services.
18. **Plan for the Achievement of Self Support (PASS) Development** - assistance with the design of an approved PASS.
19. **Business/industry/agency services** - services not specified elsewhere in this list provided to businesses, industries and agencies, e.g. assistance to four (4) individuals at ABC business that receive support in resolving a dispute over a specific discriminatory practice. Count the number of individuals at the business in addition to the business served in the total number of business/agencies section.
20. **Benefits advisement** - assistance provided during the application process to obtain economic benefits. This service does not include the representation of individuals at hearings or appeals (see (A) for appropriate service category).
21. **Voter registration** - assistance provided to register individuals to vote. Count the number of individuals registered.

CILs/SCILs are required to pursue systems advocacy that results in systemic change. They are a core service and identified within the purpose of Title VII, Chapter 1 of the Act as amended. A description has been provided to clarify the scope and extent of these services, as delivered in New York State. Systems change has been defined as “the permanent change to policies, practices, decisions and environments in the public and/or private sector that control resources necessary to enhance integration inclusion and independence of people with disabilities as a group.”

1. **Systems advocacy activities leading to community and systems change:** may encompass but not limited to: issue oriented education; coalition building; coordinated legal action; public events, rallies and activities; targeted public relations campaigns; coordination of group testimonies and opinions; and promulgation of regulations; and legislative actions.
2. **Outcomes of systems change:** may encompass, but not limited to: adoption of a new policy or procedure; adoption of legislation, guidelines, regulations; a new service or program in the community; removal of architectural; programmatic or communication barriers to environments and/or services and programs; change in the distribution of funding or resource allocation; increase in empowerment, authority and control by people with disabilities; increase in group social, economic, political or spiritual autonomy; and

elimination of segregated, unequal or stigmatizing policies, programs or services.

- a. **Educational advocacy**: includes efforts to influence positive change in systems that control resources necessary for people with disabilities to increase training and learning experiences across the lifespan as a group. These systems include but are not limited to: preschool, nursery school and day care programs; elementary, middle, secondary and continuing education programs; college and universities; technical schools and trade programs; and adult education, technology and business training.
- b. **Employment advocacy**: includes efforts to influence positive change in systems that control resources necessary for people with disabilities to increase competitive and integrated employment opportunities as a group. These systems include but not limited to: employment and job placement agencies, labor offices, unions, business councils, private and public human resource offices, rehabilitation and vocational programs, and economic development programs.
- c. **Health care advocacy**: includes efforts to influence positive change in systems that control resources necessary for people with disabilities to promote health and wellness as a group. These systems include but are not limited to: medical and paramedical associations; health care institutions such as hospitals, clinics, nursing homes, doctors' offices, health care management organizations and health insurance providers; disability prevention and health promotion programs; employee assistance programs; substance abuse programs; domestic violence programs; nutrition, dietary, food pantry, and shelters; therapeutic recreation and rehabilitation medicine programs.
- d. **Commerce advocacy**: includes efforts to influence positive change in systems that control the resources necessary for people with disabilities to engage in economic and marketplace activities as a group. These systems include, but are not limited to: housing such as real estate, private and public housing stock, adult retirement communities, private development and management corporations; transportation such as trains, airplanes, buses, taxis, car services, automobile rental services, and tour bus lines; and private and public business entities such as restaurants, banks, libraries, hotels, catering halls, cinemas, and retail shops.
- e. **Social advocacy**: includes efforts to influence positive change in systems that control the resources necessary for people with disabilities to engage in social, recreational and leisure pursuits as a group. These systems include, but are not limited to: parks, camping facilities, fitness

trails, sports arenas, health spas, concert halls, amusement parks, sports clubs, social clubs, camps, theater groups, beaches, and swimming facilities.

- f. **Citizenship advocacy**: includes efforts to influence positive change in systems that control the resources necessary for people with disabilities to participate fully in the conduct of civic responsibilities and opportunities in a group. These systems include, but are not limited to: voting and polling sites, public meeting locations, public committees, work groups, boards, task forces, and forums.

- g. **Other community and systems change issues**: includes work on other specific laws, issues and activities that have an impact on the community but may not be covered by one of the preceding categories. These laws include but are not limited to: Rehabilitation Act, Americans with Disabilities Act (ADA), Individuals with Disabilities Education Act (IDEA), Assistive Technology Act (ATA), Workforce Investment Act (WIA), Ticket to Work and Work Incentives Improvement Act (TWWIA), National Voter Registration Act (NVRA), Help America Vote Act (HAVA), Voting Accessibility for the Elderly and Handicapped Act, New York State Human Rights Law, New York State Civil Rights Law, New York State Election Law, New York State Education Law, and New York State Building and Fire Codes. The issues include but are not limited to: federal and state funding for CILs, Medicaid Buy-In, Olmstead implementation (most integrated setting), Medicaid waiver for people with physical disabilities, constitutionality of the ADA, transition services for students with disabilities, Medicaid Community Attendant Services and Support Act (MiCASSA), Consumer Directed Personal Assistance (CDPA) services, Kendra's Law, Ticket to Work, supportive employment, civil rights for people with disabilities, election reform, housing, and transportation.

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

As identified in Section 1.2B, the combined prioritized list of unserved/underserved target populations and issues includes:

- **Priority unserved/underserved populations: LGBTQIA community members with disabilities; veterans with disabilities; Hispanic/Latino, Asian, or Russian community members with disabilities; seniors with disabilities; youth and young adults with disabilities; Deaf/blind community; and /or rural residents with disabilities.**
- **Priority needs/issues: affordable, accessible transportation; affordable, accessible housing; and living with a significant disability.**

The needs of these populations and issues will be addressed directly through two objectives in the current plan as outreach, advocacy and/or service provision priorities. Objective # 5 will provide one demonstration grant opportunity for a project to successfully connect any

of the unserved/underserved populations identified above with the needs/issues (or combination) at one location in the state. An outreach strategy will demonstrate how the applicant will connect with the identified group or groups through direct services and or systems advocacy. Objective # 6 will target outreach to the identified unserved/underserved populations to assist with capacity building. The ten projects funded for their final year of operation in 2017 were identified in 1.2B.

In terms of other service provision priorities, the first question of the 2015 statewide needs assessment examined the geographic areas most in need of IL services. The NAC compared CIL service data by county to ACS Census data of the number of civilian people with disabilities by county to create penetration rates. This was compared to institutionalized population data by county compared to the CIL service data by county to establish inundation indexes. The process identified the top counties with the greatest need for IL services. It will be detailed in Section 3.2 Expansion of the network.

The chart starting on page 14 of the needs assessment identifies network service realities. The network of over forty (40) centers was to provide services to people with disabilities in each one of New York's sixty-two (62) counties – Orange County representing the highest at 10,086 to Hamilton County the lowest at 27. Subsequently, the network had penetration of services (e.g., the impact of services provided compared to disability census data) in all counties, ranging from a high of 58.75% in Cortland County to a low of 1.13% in Bronx County. While a few unserved counties exist, the greatest need the assessment revealed was underserved urban and rural populations.

This service provision priority was heard loud and clear during the public hearing process. With a network of over forty centers, it was repeatedly expressed that strategies must be taken to provide for the large existing network before expanding it further. The minimum funding base for a center needs to be reexamined and used to help the existing network of federal CILs achieve alignment with this funding level. Individuals cited lack of staff to provide necessary services, inadequate funding to hire enough staff or pay them what they deserved, and staff being underpaid relative to their qualifications. In addition, the federal CILs are faced with reduced Part C awards due to the ARRA funding cliff. This will be addressed in Section 3.2.

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

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

Indicate N/A if not applicable.

N/A. No fees are charged for any independent living services.

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

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

The DSE (ACCES-VR) will develop and execute a competitive procurement process leading to awards for four (4) RFPs related to two (2) SPIL objectives. ACCES-VR will include the SPIL criteria noted for each RFP, as fully described in Section 1.2A, including details in the Support Narrative and Support Criteria. This includes instructions for how the awardees will report the information to the DSE and NYSILC, and how it will be monitored and evaluated. The DSE will work with the state plan partners for additional feedback regarding the RFPs before they are formally developed. For reference, these competitive RFPs are identified below by SPIL objective:

- Objective # 2: SSAN Sites (15 sites at \$30,000 each/a total of \$450,000/year for four years).**
- Objective # 2: SSAN Coordination (\$103,000/Year 1, \$123,000 Year 2, \$103,000 Year 3, \$103,000 Year 4).**
- Objective # 5: Demonstration Grant (1 grant opportunity \$72,000/ each year, years 2, 3 and 4).**

The IL network remains supportive of diversity. People with disabilities come from all demographic and socio-economic backgrounds. NYSILC, NYAIL and CILs have actively participated in the State's Minority Women Business Enterprise (MWBE) program. The MWBE participation goal of 30% recently increased by 10%. It has been difficult to implement in certain areas of the state and has presented itself as a challenge, particularly when trying to meet required participation goals and achieve staffing necessary to fulfill program deliverables. The IL network is peer-based and employs hundreds of people with disabilities. As a protected class, New Yorkers with disabilities face an employment rate of only 32% and a poverty rate of 31%. This includes a full-time year-round employment rate of just 18.8%. Efforts must be taken to protect the employment of New Yorkers with disabilities and avoid situations where work hours are reduced or employment is eliminated. In addition, the SPIL is a Federal State Plan that directs federal funds under the Rehabilitation Act as amended for projects in the State. As a result, the SPIL and its related contracts, which include grants, competitive procurements, and sole source agreements, should all receive a 'non-personnel' exemption to the MWBE 30% participation goal. This exemption deducts staff, fringe, overhead, rent and utility costs from a total RFP and/or contract. The 30% is applied toward the remaining amount to identify the MWBE goal. It is supportive of MWBE, maintains the integrity of the Federal State Plan and related RFPs and contracts, while maintaining the employment of New Yorkers with disabilities.

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

N/A. New York State does not use Title VII Part B funds for the operation of CILs.

Section 3: Design for the Statewide Network of Centers

3.1 Existing Network – 34 CFR 364.25

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.

There are twenty-three (23) CILs in New York State's federally funded network. Sixteen (16) different New York CILs direct these twenty-three (23) awards. Seven (7) of these federally funded CILs are sponsored by CILs with preexisting Title VII, Part C funds. They share the same governing boards as their host CILs. They have been noted with an asterisk. In this listing, the CILs have been identified by name and the physical location of their operation(s). Additional notations have been provided only when necessary to connect a location to an affiliated CIL. For clarity, the federally funded CILs and satellites in the New York State network include:

- 1. Capital District Center for Independence (Albany)**
- 2. Capital District Center for Independence (Schenectady)***
- 3. Bronx Independent Living Services (Bronx)**
- 4. Western New York Independent Living (Buffalo)**
- 5. Access to Independence and Mobility (Corning)**
- 6. Southern Adirondack Independent Living (Queensbury and Ballston Spa)**
- 7. Harlem Independent Living Center (Harlem)**
- 8. Center for Independence of the Disabled in New York (Manhattan)**
- 9. Center for Independence of the Disabled in New York (Queens)***
- 10. Action Toward Independence (Monticello)**
- 11. Tri-Lakes Center for Independent Living (Saranac Lake)**
- 12. Regional Center for Independent Living (Rochester)**
- 13. Center for Disability Rights (Rochester)**
- 14. ARISE Children and Family Service (Syracuse)**
- 15. ARISE Children and Family Service (Oswego)***
- 16. ARISE Children and Family Service (Oneida)***
- 17. Independent Living Center of the Hudson Valley (Troy and Hudson)**
- 18. Resource Center for Independent Living (Utica)**
- 19. Resource Center for Independent Living (Herkimer)***
- 20. Northern Regional Center for Independent Living (Watertown)**
- 21. Westchester Independent Living Center (White Plains)**
- 22. Westchester Independent Living Center (White Plains/Minority Outreach)***
- 23. Westchester Independent Living Center (Brewster)***

The chart below provides information for each federally funded CIL, identifying the CIL Service Area under the Part C application, areas covered under Non-Part C funding, and

whether or not each site receives federal and/or state IL funding by identified sources. Any variance that occurs between what is listed and what ACL, the state plan partners, or a CIL has to clarify an IL catchment area should be backed by documentation and brought to the attention of the SILC. The new information will be incorporated in the SPIL at the next possible opportunity.

The following information will be identified for the federal network: CIL Part C Service Area, Non-Part C Service Area, the amount of their Federal Part C Funds, the amount of their State IL appropriation, along with possible Part B Funds: Statewide Systems Advocacy Network (SSAN) \$0 or Amount, Capacity Building Independent Living Center Opportunity (CBILCO) \$0 or Amount.

CILs	Part C Funds	State IL Appropriation	Part B/SSAN	Part B CBILCO
1. Access to Independence and Mobility (AIM): Part C Service Area/Chemung County, Non-Part C Service Area/Steuben County	\$190,852	\$287,157	\$25,000	\$25,000
2. Action Toward Independence (ATI): Part C Service Area/Orange and Sullivan Counties, Non-Part C Service Area: Sullivan.	\$180,523	\$196,444	\$0	\$0
3. ARISE Children and Family Service: Part C Service Area/Onondaga County, Non-Part C Service Area/Onondaga County	\$222,593	\$413,690	\$25,000	\$0
4. ARISE Children and Family Service: Part C Service Area/Oswego County and migrant farm camp workers, Non-Part C Service Area/NA	\$197,963	\$0	\$0	\$0
5. ARISE Children and Family Service: Part C Service Area/Madison County, Non-Part C Service Area/NA	\$109,630	\$0	\$0	\$0
6. Bronx Independent Living Services (BILS): Part C Service Area/Bronx County and deaf of South Bronx, Non-Part C Service Area/Bronx County	\$167,565	\$364,020	\$0	\$25,000
7. Capital District Center for Independence (CDCI): Part C Service Area/Albany County, Non-Part C Service Area/Albany County	\$228,483	\$331,983	\$0	\$0

8. Capital District Center for Independence (CDCI): Part C Service Area/Schenectady County, Non-Part C Service Area/Schenectady County	\$109,629	\$0	\$0	\$0
9. Center for Disability Rights (CDR): Part C Service Area/Rochester Inner City, Non-Part C Service Area: Rochester.	\$146,759	\$196,444	\$0	\$0
10. Center for Independence of the Disabled in New York (CIDNY): Part C Service Area/New York City/County, Non-Part C Service Area/New York County	\$226,947	\$432,606	\$25,000	\$0
11. Center for Independence of the Disabled in New York (CIDNY): Part C Service Area/Queens County, Non-Part C Service Area/Queens County	\$109,630	\$494,830	\$0	\$0
12. Harlem Independent Living Center (HILC): Part C Service Area/Central Harlem/North of 96th Street, Non-Part C Service Area/New York County	\$349,478	\$196,444	\$0	\$0
13. Independent Living Center of the Hudson Valley (ILCHV): Part C Service Area/Columbia County, Non-Part C Service Area/Rensselaer County	\$190,853	\$257,157	\$25,000	\$0
14. Northern Regional Center for Independent Living (NRCIL): Part C Service Area/Jefferson and Lewis Counties, Non-Part C Service Area/Jefferson County	\$197,965	\$287,157	\$0	\$0
15. Regional Center for Independent Living (RCIL): Part C Service Area/Monroe, Livingston, Ontario, Wayne, and Yates Counties, Non-Part C Service Area/Monroe County	\$220,786	\$436,294	\$0	\$0
16. Resource Center for Independent Living (RCIL): Part C Service Area/Fulton, Hamilton, Herkimer, Lewis, Montgomery, and Oneida Counties, Non-Part C Service Area/Oneida County	\$105,075	\$474,359	\$25,000	\$0

17. Resource Center for Independent Living (RCIL): Part C Service Area/Herkimer County, Non-Part C Service Area/Herkimer County	\$183,989	\$269,689	\$0	\$25,000
18. Southern Adirondack Independent Living (SAIL): Part C Service Area/Saratoga County, Non-Part C Service Area/Warren County	\$190,505	\$287,157	\$0	\$0
19. Tri-Lakes Center for Independent Living (TLCIL): Part C Service Area/Essex and Franklin Counties, Non-Part C Service Area/NA	\$231,583	\$0	\$0	\$0
20. Westchester Independent Living Center (WILC): Part C Service Area/Westchester and Rockland Counties, Non-Part C Service Area/Westchester County	\$231,583	\$311,791	\$25,000	\$25,000
21. Westchester Independent Living Center (WILC): Part C Service Area/Minority towns and cities of Westchester County including Port Chester, Mount Vernon, Non-Part C Service Area/NA	\$194,065	\$0	\$0	\$0
22. Westchester Independent Living Center(WILC): Part C Service Area/Putnam County, Non-Part C Service Area/Putnam County	\$228,541	\$269,689	\$0	\$25,000
23. Western New York Independent Living (WNYIL): Part C Service Area/Erie County, Non-Part C Service Area/Erie County	\$235,493	\$326,554	\$25,000	\$25,000

The DSE (ACCES-VR) has established eighteen (18) additional IL service providers to augment the state network through the delivery of complementary IL services. These IL service providers meet written state standards established in compliance with 34CFR365.31, but not necessarily the standards and assurances in Section 725 (b) and (c). These Service Centers for Independent Living (SCILs) are listed below by name and location of their primary operation and comply with State IL standards (Regulations of the Commissioner of Education, Part 248)(Service Centers for Independent Living, NYS Education Law, § 1123-1124. Listed next to each service center is the present amount of

their State IL Funding, along with possible Part B Funds: Statewide Systems Advocacy Network (SSAN) \$0 or Amount, Capacity Building Independent Living Center Opportunity (CBILCO) \$0 or Amount.

SCILs	State Appropriation	Part B/SSAN	Part B/CBILCO
1. Access to Independence of Cortland County (ATI) (Cortland)	\$287,157	\$25,000	\$25,000
2. ARISE Children and Family Service (Auburn)	\$287,157	\$0	\$0
3. Brooklyn Center for Independence of the Disabled (BCID) (Brooklyn)	\$535,777	\$0	\$0
4. Catskill Center for Independence (CCI) (Oneonta)	\$287,157	\$0	\$0
5. Directions in Independent Living (DIL) (Olean)	\$287,157	\$25,000	\$0
6. Finger Lakes Independence Center (FLIC) (Ithaca)	\$287,157	\$25,000	\$0
7. Independent Living, Inc. (IL) (Newburgh)	\$287,157	\$25,000	\$0
8. Long Island Center for Independent Living (LICIL) (Long Island)	\$350,409	\$0	\$0
9. Massena Independent Living Center (MILC) (Massena)	\$287,157	\$0	\$0
10. North Country Center for Independence (NCCI) (Plattsburgh)	\$287,157	\$0	\$25,000
11. Resource Center for Accessible Living (RCAL) (Kingston)	\$360,220	\$25,000	\$0
12. Rockland Independent Living Center (RILC) (Rockland)	\$287,157	\$0	\$25,000
13. Self-Initiated Living Options (SILO) (Suffolk)	\$463,324	\$0	\$0
14. Southern Tier Independence Center (STIC) (Binghamton)	\$410,022	\$25,000	\$25,000
15. Southwestern Independent Living Center (SILC) (Jamestown)	\$328,365	\$0	\$0
16. Staten Island Center for Independent Living (SICIL) (Staten Island)	\$370,229	\$0	\$0
17. Taconic Resources for Independence (TRI) (Poughkeepsie)	\$311,791	\$0	\$0
18. Westchester Disabled on the Move (WDOM) (Yonkers)	\$364,669	\$25,000	\$0

In addition, five (5) more Service Centers for Independent Living are directed by

established Centers for Independent Living to assist them in a transitional phase of operation. These State Service Centers are identified below by name and location of their primary operation:

SCILs	State Appropriation	Part B/SSAN	Part B CBILCO
19. Independent Living, Inc. (IL) (Middletown)	\$287,157	\$0	\$0
20. Independent Living, Inc. (Monticello)	\$269,689	\$0	\$0
21. Resource Center for Independent Living (RCIL) (Amsterdam)	\$287,157	\$0	\$0
22. Western New York Independent Living (WNYIL) (Batavia)	\$287,157	\$0	\$0
23. Western New York Independent Living (WNYIL) (Niagara Falls)	\$287,157	\$0	\$0

The contact information for the statewide network of centers, including CILs and SCILS, can be found on the NYSILC website at, <http://www.nysilc.org/directory.htm>. They are listed in alphabetical order.

3.2 Expansion of Network – 34 CFR 364.25

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

When Title VII, Part C funds become available in the State to establish new CILs through a competitive RFP process, as defined in the Section 3.2 Expansion for the Network related to Funding Priorities and Decision-Making Criteria, they will be prioritized as articulated in that section.

Previous SPILs identified eleven (11) unserved upstate counties with populations above 48,000 that do not have the physical presence of a Federal CIL: Allegany, Chenango, Fulton, Greene, Livingston, Ontario, Otsego, Tioga, Washington, Wayne, and Wyoming and another eight (8) upstate unserved counties with populations less than 48,000 lacking the presence of a Federal CIL: Essex, Hamilton, Lewis, Orleans, Schoharie, Schuyler, Seneca, and Yates. Also recognized were four (4) underserved downstate counties without a Federal CIL presence: Kings, Nassau, Richmond, and Suffolk.

However, with a statewide network of over forty centers, some of these federal unserved counties are served either directly or indirectly by CILs or SCILs in the network. As noted in Section 2.1B, the statewide needs assessment revealed that consumers were served in all sixty-two (62) counties even though there may not be a physical CIL presence. While federal CIL unserved counties exist, the greatest need the assessment revealed is underserved urban and rural populations.

In the 2015 NYSILC Statewide Needs Assessment, the first question examined the geographic areas most in need of IL services. The NAC compared CIL service data by county to ACS Census data of the number of civilian people with disabilities by county. This ratio gave a percentage – a penetration rate (lower percentages indicating need). The NAC then put in FOIA requests to state agencies to obtain institutionalized data and created a chart for this population by county. This information was compared to the CIL service data by county. This ratio generated an inundation index or number (higher numbers indicated need). This analysis of penetration and inundation figures, and their relative rankings, were utilized to identify the top counties with the greatest need for Independent Living (IL) services. The state plan partners felt that this analysis reconciled both urban and rural needs. The counties are identified in the chart below with respective rates and indexes that were ranked to create the listing. Refer to the needs assessment report pages 11-19 to follow the details of the analysis.

County	Top Penetration Rates (Lower% Greater need)	Top Inundation Indexes (Higher # Greater need)
1. Kings	0.92%	6.53
2. Bronx	1.13%	6.82
3. Queens	1.14%	6.97
4. Livingston	1.56%	11.80
5. Seneca	1.81%	12.32
6. Suffolk	1.62%	6.14
7. Genesee	1.83%	5.44
8. Nassau	2.27%	3.97

Federal CILs currently exist in Bronx and Queens Counties. The other counties on the list should be considered for potential expansion of the network. However, as mentioned earlier, public input received from the network reprioritizes what action New York will recommend if an increase in Part C funds is received above a COLA in a given year.

First, with a network of over forty (40) centers, public input expressed that strategies must be taken to provide for the existing network before expanding it further. As mentioned in 2.1B, the minimum funding base for a center needs to be reexamined and used to help the existing network of federal CILs by bringing them into alignment with this funding level. Individuals cited lack of staff to provide necessary services, not enough funding to hire enough staff or pay them what they deserved, and staff being underpaid relative to their qualifications. In addition, the federal CILs are faced with the prospect of reduced Part C awards due to the ARRA funding cliff.

Second, in the needs assessment, center directors responded to a survey related to question 4, what are the most important needs that should be addressed to strengthen the IL network? (Page 37) The most pertinent information came from a survey question inquiring about the barriers to providing or expanding current or new services. The top three

responses from center directors were: 1) lack of financial or other resources, 2) funding restrictions, and 3) lack of transportation for consumers.

Third, when the federal CIL funding for the network of CILs in New York is examined in the chart provided above (Section 3.1), there is a very obvious wide range of awards. It varies from a high of \$295,500 for HILC (Harlem) to \$88,843 for RCIL Utica. This is due to federal CIL competitions occurring over time and having varied award amounts. These award amounts are disproportionate based on the amount and location of the awards and only reflect what was available at the time of each competition – not what was actually needed to effectively operate a CIL. A serious realignment must take place in order to support the operation of the existing federal CIL network based on a new minimum funding level for a new CIL.

In the previous state plan, the minimum funding level for a new CIL was identified at \$300,000. This amount did not take into account the diversity of New York, cost operation factors, or an average based on upstate and downstate CILs. During public input, individuals spoke about the increased cost of operation for a new center both upstate and especially downstate. NYAIL, representing the center directors, did a study that merged upstate/downstate costs for a new CIL in New York and arrived at a single figure of \$625,000.

As a result, if and when additional Part C funds are identified for New York above a COLA, they should be distributed proportionately to each one of the federally funded CILs to support their operation toward the goal of the new minimum funding level of \$625,000. This proactive plan will take time and resources to achieve the goal. As a result, the partners believe that the state can make a significant investment toward this plan and need (which is faced by all the centers in the network) through reallocation of Community First Choice Option (CFCO) savings to ILCs. CFCO is a Medicaid program made available to the states as part of the Affordable Care Act. CFCO incentivizes the provision of long-term services and supports (LTSS) in the community by offering an additional six percent (6%) federal Medicaid spending match on LTSS in home and community-based settings. NYS has committed to using any savings achieved from CFC to fund initiatives that realize the goals established in the State's Olmstead Plan. Given the ILCs role in achieving Olmstead implementation at the local level, the state should use a portion of the CFC funds to increase the base funding level for the ILC network in NYS. Appendix V provides a narrative promoting full access to community life and documents the impact and cost savings of centers in the network to assist New Yorkers with disabilities to live independently in the community. This funding will enable the ILCs to provide additional services and meet the increased demand for community living services, including transition and diversion services (the new 5th core IL service).

The expansion of the federally funded network will take place under the following set of circumstances:

- Based on public feedback, the SPIL Committee supported the amount for a CIL to self-sustain at \$625,000 in Title VII, Part C funds for a new Center for Independent Living (CIL).

- **No competition(s) will occur for a new CIL during this plan if the state plan partners (NYSILC, federal CIL directors, and the DSE) are notified of an increase to Title VII, Part C funds above the amount of a COLA for the federally funded network.**
- **Based on the rationale provided above, if the state plan partners (NYSILC, federal CIL directors, and the DSE) are notified of an increase to Title VII, Part C funds above the amount of a COLA for the federally funded network, the total increased funds will be divided proportionally amongst the existing federally funded network in New York to support their effective operation toward the goal of the new minimum funding level.**
- **It is possible that no COLAs or substantial increases are realized above the COLA to the Title VII, Part C program during the three-year period.**

Addition considerations:

Planning and Use of Short-Term Funds

Due to the negative impact that the funding cliff had on the federal CIL network, the following set of circumstances will apply if any additional short-term Part C funds (such as the ARRA funding) are identified for use in New York:

- 1) Short-term funds shall not be used to establish new CILs in the network,**
- 2) Short-term funds shall be designated for projects that start and end when the funding ceases so as to never have a negative impact on the existing Part C allocation for the federally funded network.**
- 3) The state plan partners will determine the use of any short-term funds for projects either consistent with existing SPIL priorities, public input and needs assessment priorities, or to further the SPIL priority looking to realign and support the level of funding for the existing network of CILs in New York.**

Relinquishing Authority

When a CIL relinquishes authority, the State Plan Partners will determine if sufficient need still exists in the given area to warrant a CIL competition for the identified unserved/underserved location. If sufficient need still exists, then a CIL competition will take place for the service area to preserve continuity for consumers. ACL will then announce a new CIL competition for the area where the center provided services. During this SPIL, this would be the only occurrence of a new CIL competition.

If the need can be addressed by the existing CIL network in the area, then the funding protocol directive will take precedent and the funds will be distributed to the existing Federal CIL network toward the goal of the new minimum funding level of \$625,000.

Information was shared with ACL and the NY State Plan Partners to indicate that OAHIO had decreased service provision. The former and local CIL indicated that they could serve the identified service area (reservations in Cattaraugus, Erie and Niagara Counties) with their family of agencies.

Funding Priorities and Decision-Making Criteria

The following decision-making criteria will be utilized to address annual changes to the level of Title VII, Part C funding for New York:

- **Funding decrease:** If ACL informs the state plan partners of a funding decrease to the Title VII Part C funds, the amount of the decrease will be calculated in proportion to the CIL's current funding levels (based on a fixed percentage).
- **Level funding:** If ACL informs the state plan partners that the Title VII, Part C funding will receive level funding (no change), then each CIL will continue to get the same amount from the previous year.
- **COLA:** If ACL informs the state plan partners that the Title VII, Part C CILs will receive a Cost Of Living Adjustment (COLA), then ACL will verify the COLA amount and apply the increase to each CIL award from the previous year to calculate the new funding levels.
- **Additional funds above the COLA:** If ACL informs the state plan partners that the Title VII, Part C CILs will receive additional funds above the COLA, then the total increased funds will be divided proportionally amongst the existing federally funded network in New York to support their effective operation toward the goal of the new minimum funding level.

3.3 Section 723 States Only – 34 CFR 364.39

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

N/A.

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

N/A.

Section 4: Designated State Unit (DSU)

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

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

- Refer to the SPIL Instructions for additional information about administrative support services.

ACCES-VR agrees to serve as the single Designated State Unit (DSE). As the agency on

behalf of the state, they agree to provide the administrative duties per proposed regulation § 1329.12:

- 1) Receive, account for, and disburse funds received by the state under this chapter based on the plan;
- 2) Provide administrative support services for a program under part B;
- 3) Keep such records and afford such access to such records as the Administrator finds to be necessary with respect to the programs; and
- 4) Submit such additional information or provide such assurances as the Administrator may require with respect to the programs.

As the single DSE, ACCES-VR will administrate 100% of the Part B allocation as defined in this SPIL. The DSE will also develop RFPs, review and announce awards, execute contracts, allocate funds, and monitor fiscal and performance of contracts related to SPIL objectives as identified in Section 2.2A. The DSE will also develop and provide support to other contractual relationships connected to the SPIL, including the operation of NYSILC, IL statewide conference, statewide data interface and the final year of the CBILCO grants.

The DSE will work with NYSILC to coordinate pertinent report information that can be utilized for monitoring and evaluation purposes. The DSE will participate on the SPIL Committee to assist in the formulation and development of state plans along with the annual evaluation process. They will also participate every three years on the Needs Assessment Committee (NAC) to help define statewide priorities. ACCES-VR will partner with NYSILC for the completion of a statewide CIL consumer satisfaction survey. ACCES-VR will utilize the results to assess the required performance measure in contracts for state independent living operation funds. NYSILC will update the survey instrument, redesign the methodology, coordinate instruction regarding CIL survey sampling, collect and tabulate individual CIL survey results, compile them into statewide results, and issue a final report. Individual center results will be discussed between the CIL and ACCES-VR. Centers scoring below the established benchmark will be required to take steps to improve consumer satisfaction.

It should be noted that during the public comment process, a question related to the choice of the DSE was presented. Feedback was provided at a time when the Governor was proposing an Office on Community Living (OCL). Amid the confusion over the new change in law and the potential of an OCL, the need to address the reality of having a DSE by October 1, 2016 emerged, along with having a single DSE with administration over 100% of the Part B funds. The SPIL Committee confirmed this direction in December 2015. During the same month, a report issued by the state office on aging indicated the need for more information before proceeding with an OCL. The DSE choice became clear.

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

N/A.

Section 5: Statewide Independent Living Council (SILC)

5.1 Resource plan – 34 CFR 364.21(i)

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

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

In terms of process, NYSILC discussed the SILC Resource Plan during a May 2015 Finance Committee meeting. ACCES-VR (the DSE) had periodic meetings with the council during 2015 and routinely discussed SPIL formulation, development and SILC resource plan issues. The SILC Resource Plan discussion centered on supporting the budget with a combination of Part B and Innovation and Expansion (I & E) funds. Agreement was reached to use I & E funds for the first time after it was confirmed as an authorized use in the Act and revealed that about half of the SILCs in the country receive I & E funds to support their resource plans. The addition of \$64,593 per year in I & E funds to supplement the SILC budget will restore a third full-time staff position that had been eliminated during the previous cycle, and will support additional reports critical to the council’s responsibilities (e.g., statewide consumer satisfaction, needs assessment). The SILC Resource Plan amount was approved by the SPIL Committee in December 2015.

The SILC Resource Plan is based on a total annual funding amount of \$433,942. This amount is supported by \$369,349 in Part B funds (85%) and by \$64,593 in I & E funds (15%) for years 1-3. Year four will provide a base of \$416,018 in Part B funds supplemented by another \$75,000 in Sec. 101 I & E funds for the data interface project. This results in a total 2020 SILC funding amount of \$491,018. These amounts will be executed into annual contracts with the DSE (ACCES-VR) as follows:

- **Year one (2017): \$433,942.**
- **Year two (2018): \$433,942.**
- **Year three (2019): \$433,942**
- **Year four (2020): \$491,018.**

The amounts listed in the SILC Resource Plan 1.3A identify the funding levels for NYSILC by plan year and will be used to support the basic, ongoing operation of the council. Attachment I (C) details the NYSILC Resource Plan by major line items. It should be noted that these amounts can be increased if additional responsibilities or projects are assigned to the base SILC operating budget in a given year through a contract executed with ACCES-VR, upon negotiation and consistent with the SPIL.

Based on § 1329.10 (a) (1), no more than 30% of Part B funds can be used for the SILC resource plan unless approved in the SPIL per § 1329.15 (c). This requires the SILC and DSE to work collaboratively to prepare a SILC resource plan (including staff and personnel) to sufficiently carry out the functions of the council. The process described in the first paragraph followed this requirement. However, a cost justification is required.

Overall, the Part B funds designated for the SILC resource plan per year is \$369,349. This amount is 36% of the total Part B base of \$1,014,349. It is important to understand that New York's Part B award was reduced by just over 5% as a result of federal sequestration. ACCES-VR added funds to make the plan whole but the SILC Resource Plan was still cut by approximately 6% during the last cycle, which led to the loss of a third full-time staff position. Operations faced another challenge when the SILC successfully met the 20% Minority Women Business Enterprise (MWBE) program requirement. The current 2016 SILC contract from the resource plan (based on 100% Part B funds) provides for two staff, consultants, and support for council operations at \$372,671. The \$369,349 Part B annual amount identified for the SILC is \$3,322 less each year and will continue to remain flat for the three (3) years of the SPIL. This budget is based on the costs of council over the past three (3) years and maintaining effective operations and support of the council.

To achieve its mission, duties, defined authorities and other responsibilities, NYSILC will need to maintain a staffing structure and an office necessary to carry out the effective operations of the council.

In the SILC resource plan, NYSILC will support a full-time Executive Director, Program Coordinator, and Administrative Assistant. The Executive Director's focus will become more administrative in function. He will prepare the agenda and materials with the chair for the four (4) full council meetings each year. The director will largely plan and support the Executive, Finance, Recruitment, and SPIL, Monitoring and Evaluation and Public Policy Committees and will continue to lead the Database Workgroup initiative. He previously supported all committees. The Executive Director will supervise and train the new Program Coordinator with the goal of providing succession planning over the next 4 years. He will also coordinate the group of consultants who provide added value to the council, including MWBE vendors. NYSILC will outsource these specialized office duties, required on a consistent but limited basis, to conduct vital services related for bookkeeping, audit, payroll, IT support/webmaster, social media, media relations, technical writing, and SPIL evaluation services. They are addressed in the Purchased Services line item of the NYSILC operations budget.

The new Program Coordinator will learn about SPIL formulation, development, monitoring and evaluation. They will assist during SPIL hearings and provide support as necessary to the SPIL and Monitoring and Evaluation Committees. The coordinator will support the Consumer Satisfaction Survey Committee and provide technical assistance to the network of centers about the surveying process. The coordinator will take the lead with the Development Committee, volunteers and vendors related to the council's NYS Disability Rights Annual Hall of Fame awards and fundraising event. Over time, the coordinator will learn about the work of the needs assessment committee as facilitated by a consultant. The partners have developed significant processes that must be learned and carried forward.

Starting in 2020, the Executive Director will also supervise a System Community Outreach Specialist. The need for this position grew out of work the existing Administrative Assistant displayed on the job, demonstrating potential growth areas for the council. This position

will work to engage community, network with stakeholders, and develop communications and messaging for the council and its programs and activities. Through the use of NYSILC’s website, Constant Contact, social media platforms, accessible videos, podcasts, and messaging, the council will be able to build community and communicate about council activities (meetings, needs assessment, surveys, hearings, reports, events, SPIL related updates) and programs (Pat Figueroa Scholarships, Leadership Development and Civic Engagement Program, and the NYS Disability Rights Hall of Fame). The specialist will provide crucial support to the ongoing maintenance of the data interface project to the statewide center network.

The Executive Director will supervise a part-time Administrative Assistant, who will provide critical office support and coordination for meetings and complete other duties as assigned.

The council plans to conduct the following discretionary activities, or authorities, as authorized and described in the approved State Plan, § 1329.16.

Authority (2) - conduct resource development activities to support activities described in the approved SPIL and/or to support the provision of independent living services by Centers for Independent Living.

- The council will charge the Development Subcommittee with the responsibility to create a resource development plan;
- The Executive Director will carry out the plan and leverage the talent available to the council to realize goals;
- The Finance Committee will oversee budget activity and address fiscal implications related to resource development;
- The Executive Committee and full council will oversee and monitor the progress made by the Executive Director and Development Subcommittee; and
- When relevant to the resource development plan and goals, another authority may be exercised – **Authority (1)** - Centers for Independent Living will coordinate with public and private entities to improve services provided to individuals with disabilities.

Authority (3) - consistent with the purpose of this Chapter, comparable to other functions described in section 705(c) of the Act, the council determines to be appropriate as authorized in the approved SPIL the following two activities:

Statewide Systems Advocacy

Consistent with the “purpose” of Title VII of the Rehabilitation Act as amended, the council will utilize the following protocol to identify, discuss, and address priority issues faced by New Yorkers with disabilities, and will engage in statewide systems advocacy:

- The council will charge the Public Policy Committee with the responsibility of developing a statewide systems advocacy strategy.
- The Public Policy Committee will develop and disseminate an agenda based on priorities from the statewide needs assessment. It will be a three-year agenda that will be adjusted annually.

- Based on time and the priority of issues, the committee will make recommendations to the full council (or Executive Committee which has the authority to act in between council meetings) regarding which issue or issues to potentially respond to in a given year. The council/Executive Committee will review the recommendations and potential actions.
- Action may include but not be limited to: writing correspondence; issuing reports; promoting education and media opportunities; and coordinating collaborative efforts with the New York Association on Independent Living (NYAIL), the Statewide Systems Advocacy Network (SSAN), and other disability stakeholders.
- Documentation of activities and actions will be kept via the committee's minutes, letters and /or documents created, and be noted in the "partner/collaboration" sections of both the quarterly contract and Annual 704 Reports. Significant achievements will be noted.

Leadership Development

Consistent with the purpose of Title VII of the Rehabilitation Act as amended, the council will utilize the following process to support leadership development for New Yorkers with disabilities:

- The council will charge the Outreach Subcommittee, supported by the Youth Leadership Subcommittee, with the responsibility of posting, soliciting, and reviewing applications for Pat Figueroa Sponsorships of youth and young adults (age 18-28) with disabilities in New York to receive reimbursements of up to \$250 to attend disability leadership training experiences. Decisions will be based on cost, need, and availability. A follow up questionnaire will be provided for feedback about experiences. Recipients can indicate interest in the Youth Leadership Subcommittee and council.
- The council will charge the Development Committee and Outreach Subcommittee to create a new Leadership Development and Civic Engagement Program (LDCEP). The LDCEP will be designed as a web based social marketing campaign for New Yorkers with disabilities. Individuals who sign up as members will have access to an interactive website. A wide variety of training materials and webinars will be available on topics ranging from leadership development, civic engagement, economic self-sufficiency, and advocacy/systems change. The overall goals of the LDCEP will be to cultivate a peer membership base, and facilitate knowledge and training, which will direct peers to increased independence, empowerment, and community integration, and lead toward economic self-sufficiency.
- Documentation of activities and actions will be kept via the committee's minutes, letters and/or documents created, and be noted in the quarterly contract and Annual 704 Reports. Significant achievements will be noted.
- Both the Pat Figueroa Sponsorships and the LDCEP will be supported by a combination of existing, maximized resources and efforts related to another SPIL authority - resource development (2).

In undertaking the described authorities, the SILC shall:

- 1) Coordinate with the CILs in order to avoid conflicting or overlapping activities within the CILs' established service areas;

- 2) **Not engage in activities that constitute the direct provision of IL services to individuals, including the IL core services; and**
- 3) **Comply with federal prohibitions against lobbying.**

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

- The SILC’s responsibility for the proper expenditure of funds and use of resources that it receives under the resource plan.
- Non-inclusion of conditions or requirements in the SILC resource plan that may compromise the independence of the SILC.
- Reliance, to the maximum extent possible, on the use of resources in existence during the period of implementation of the State plan.

NYSILC’s resource plan requirements will be met through a series of active policies and procedures. Proper expenditure of funds and use of resources will be addressed through several sources and protocols:

- **At orientation, new members will obtain and review a copy of the NYSILC Orientation Manual, which will delineate their primary member responsibilities, including fiduciary responsibilities. (It also contains a section typically reviewed by the Treasurer regarding the quarterly fiscal report and annual budget). Other important forms to be reviewed and signed by new council members include: NYSILC Member Responsibilities, NYSILC’s Conflict of Interest Policy (that points out the need for disclosure and avoidance of gifts and improper financial interest), and NYSILC By-Laws, Article Seven – Fiscal Management of the Corporation (which cross-references detailed fiscal policies adopted by the council to ensure internal controls). Section 4.9 defines the duties of the Treasurer to help monitor and report the financial fitness of the council.**
- **The Finance Committee meets at least four (4) times a year to review and approve quarterly fiscal reports, review and approve the annual budget, and to act as the audit committee to review and approve the annual audited financial statement. The committee also discusses any other pertinent financial business of the council.**
- **NYSILC references the 2006 Financial Reference Guide it developed for the centers in New York. It also references the Federal OMB Uniform Grant Guidance.**

It should be noted that even though the NYSILC total resource plan is derived from two (2) sources, it is essentially a “single cost objective,” because the funds are merged into a single contract for the sole purpose of supporting the duties, authorities, and effective operation of the SILC. The council has very limited development capacity at this time. The new resource development authority will allow it to build capacity in this area. An outcome related to Objective # 1 will challenge the SILC to achieve 1% in additional resource development funds each year, increasing consecutively. As a result, there is no need for NYSILC to develop an Indirect Cost Rate prematurely. If and when the council starts to develop serious funds above and beyond its contract amount, then it will commence a process with its bookkeeper and Finance Committee to develop a rate and submit it to ACL for approval.

There are no “non-inclusions of conditions or requirements” in the SILC resource plan or subsequent contracts from the DSE (ACCES-VR) that may compromise the independence of the council. The language used in this SPIL provides clarity to avoid any potential misinterpretation of the SILC resource plan.

Any unspent funds will be accounted for by the DSE for this and any other contracts related to the SPIL and will be addressed in the process identified in Section 1.3B (4) to maximize the resources.

5.2 Establishment and Placement – 34 CFR 364.21(a)

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

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

NYSILC is a non-profit corporation that operates separately from any New York State (NYS) agency. The council operates under its own by-laws. Two opinion letters by the NYS Attorney General’s Office (No. 97-FII and No. 2008-F1) determined among other things that council members are Public Officers, confirmed the duties and functions of the council, and acknowledged the NYS Board of Regents as the appointing authority. NYSILC’s 2016 fiscal year contract with the DSE (ACCES-VR) was approved and is active so that the council can conduct its business per the last year of the current SPIL (2014-2016). The first draft of the contract materials has been submitted to the DSE for the SILC Resource Plan (and SPIL 2017-2019). They are in the process of being reviewed for approval by the contracts unit.

5.3 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).

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

NYSILC and the DSU (ACCES-VR) have a cooperative recruitment and appointment process for the SILC. A term chart is kept for all members of the council which identifies the appointment category of the individual, the year they were appointed, the year their term expires, as well as what term they are in (first or second). This chart is utilized each spring to get an accurate idea of the openings and vacancies that will need to be filled on the council before the start of the next calendar year. The process is directed by the council’s Recruitment Committee, which contains members of NYSILC and includes a representative of the DSE. They start by distributing a solicitation notice to seek interested candidates. Current members are asked to use their networks to widen the distribution of the solicitation. The new applications are added to the existing pool of applications. The Recruitment Committee then meets to confirm the openings that have to be filled, the appointment categories, and any minority demographics that are underrepresented on the

council. The most important requirement is to ensure that more than half of the council members represent individuals with diverse disability experiences. This includes the additional requirement that more than half of these same members with disabilities must not be employed by New York State or CILs. The committee then reviews the applications to identify the best individuals to fulfill these multiple considerations and moves on to a telephone interview round to verify their interest and qualifications. Time is taken to fully explain the responsibilities and expectations of appointed council members. The committee creates a list of those who they recommend as the best candidates to serve on the council given the openings and vacancies. The NYSILC Executive Committee reviews and approves the recommendations. A list of recommended appointees is then submitted to the DSE (ACCES-VR) for review. In the last quarter of the year a final appointment and reappointment list is sent to the NYS Education Department for action by the Regents, who act as the appointing authority. New members are notified of their appointment before the end of the year and become active council members January 1st. A current listing of council members is available on the NYSILC website to verify composition, www.nysilc.org/council.htm, and officers.

5.4 Staffing – 34 CFR 364.21(j)

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.

Staffing is delineated on NYSILC's organizational chart. The Executive Director is hired by and reports to the council. The Vice Chair, with input from the Executive Committee, is responsible for the evaluation of the Executive Director. NYSILC utilizes a personnel evaluation form as the basis for such evaluation. The Executive Director will hire and evaluate the Program Coordinator, , System and Community Outreach Specialist, and Administrative Assistant. New staff members will be required to review NYSILC's personnel policies and procedures and reference when necessary. They meet with their supervisor regarding the policies and sign an acknowledgement of understanding. Full and complete timesheets will be submitted to supervisors on a monthly basis. Other important documents to be reviewed and or referenced when necessary include NYSILC's fiscal policies, conflict of interest policy, whistleblowing policy, and the IL history and philosophy tutorial. The Executive Director will hold brief daily staff meetings to clarify work assignments and to encourage communication. Staff training opportunities will be based on interest, need, resources, and availability.

- 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.

N/A.

Section 6: Service Provider Requirements

Describe how the following service provider requirements will be met:

6.1 Staffing – 34 CFR 364.23; 34 CFR 364.24; 34 CFR 364.31

- Inclusion of personnel who are specialists in the development and provision of IL services and in the development and support of centers.
 - Availability, to the maximum extent feasible, of personnel able to communicate (1) with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication devices, Braille, or audio tapes and (2) in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act.
 - Establishment and maintenance of a program of staff development for all classes of positions involved in providing IL services and, where appropriate, in administering the CIL program, improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy.
 - 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.
- Inclusion of personnel who are specialists in the development and provision of IL services and in the development and support of centers.

The DSE (ACCES-VR) maintains an Independent Living Unit that consists of a senior manager who is a person with a disability with decades of experience in disability policy, programming and the administration of Service Centers for Independent Living (SCILs). The ACCES-VR IL Unit is responsible for contract compliance and program administration for the state's network of 41 state-funded service centers pursuant to NYS Education Law (Article 23-A Service Centers for Independent Living - §1121-1124). Under contractual obligations, service centers are required to conduct their fiscal management consistent with NYS Finance Law, ACCES-VR contract enforcement guidelines (see: http://www.acces.nysed.gov/vr/lsn/ilc/contractenforcement_final.htm) and all applicable state and federal laws and regulations. In addition, SCILs are required to meet standards, provide performance reports and undertake data collection as articulated in the ACCES-VR Centers for Independent Living Standards, Performance reports and Data Collection guide. The guide is a comprehensive reference for all SCILs (see: <http://www.acces.nysed.gov/vr/lsn/ilc/nysilstandard1002.htm>). Through mid-year and end of year reporting, service centers demonstrate their compliance with data collection requirements and program performance measures that include community systems change outcomes in areas including education, employment, health care, commerce, social, citizenship and other community and system change issues.

The Independent Living Unit conducts periodic site visits monitoring for full compliance with state and federal laws and regulations and state performance standards. Site visits validate data reporting, case service record development, and confidentiality, and ensure that services are provided in accessible formats among other service delivery

considerations. Reference to a Tool Box webpage is also provided and offers links to useful information for the IL network, including the IL Brochure (in English & Spanish), blank contract forms, community and systems advocacy plans, a sample contract, the 2006 Financial Reference Guide (also on the NYSILC website), payment and reporting requirements, data reports, a statewide listing of ILC locations, impact data, relevant state regulations and legislation, protocols, standards, and systems change outcome reports. The toolbox can be accessed at the following link:
<http://www.acces.nysed.gov/vr/lsn/ilc/toolbox.htm>.

The Independent Living Unit will have administrative responsibility for the development and administration of the Request for Proposals (RFPs) and contracts associated with carrying out the Title VII Part B funded initiatives identified in the 2017-2019 SPIL. Each of the SPIL RFPs will include a set of rigorously defined staffing and performance criteria that in all cases will require fiscal administration in full compliance with NYS Finance Law, NYS Education Law, and ACCES-VR contract enforcement guidelines. Every SPIL contractor will be required to submit quarterly program reports pursuant to the performance standards defined in the RFPs and the evaluation protocols articulated in the SPIL. ACCES-VR will promptly share all program reporting with NYSILC and participate in NYSILC's evaluation process of the SPIL as a member of the Council. This will include participation on various committees that also have monitoring responsibilities. The DSE does not enforce compliance with Section 725 compliance standards nor does it require completion of Annual 704 Reports for Service Centers for Independent Living. Thereby, any SPIL related competition that utilizes Title VII Part B funds to serve individuals with disabilities can only be accessed by organizations completing an Annual 704 Report, and that are subject to compliance with Section 725 standards.

Overall, ACCES-VR and NYSILC will help to assure that the federal requirements monitored by HHS/ACL for the statewide network of CILs will be further supported and enforced by the state in the following ways:

- On an annual basis, NYSILC will direct email the federally funded network a copy or link to the "Financial Reference Guide" developed to assist them with financial governance. The email will include a link to the Federal OMB Uniform Grant Guidance. During the year, NYSILC will forward appropriate training notices from the IL-net on the topic.
- ACCES-VR will review the unqualified financial statements of the federally funded CILs on an annual basis with the exception of the Tri Lakes Center for Independent Living (TLCIL).
- On an annual basis, NYSILC will email a direct copy and/or link of the federal requirements out to the statewide network.
- If any state plan partner or ACL obtain information about a federally funded CIL in the network being "at risk," then they will be asked to communicate specific concerns to NYSILC so that the center can be referred to appropriate resources for technical assistance.
- When appropriate, NYSILC will forward communications and/or training notices concerning instructions and completion of the Annual 704 Report. As needed, NYSILC will send out email notices to remind the federally funded network of timely completion

of their reports along with reminders to send copies of reports to the DSE (ACCES-VR).

The service provider requirements in Section 6 for ACCES-VR apply to the CIL network.

For ACCES-VR, each CIL has the local control to develop its own staffing pattern based on community needs. However, staff must be qualified and trained to provide IL services, and in particular, the core services. This includes IL specialists.

ACCES-VR will review CPA-certified independent financial audit statements on an annual basis.

When appropriate, NYSILC will forward training notices about staff development opportunities for carrying out SPIL objectives.

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

Through ACCES-VRs administration of state funded SCILs, co-located federally funded CILs are also monitored to assure full compliance with federal and state laws and regulations governing program access and the provision of services in alternative formats.

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

To make sure that every staff person has a consistent understanding of their role and the IL philosophy, ACCES-VR and NYSILC worked with the WNYIL (formerly the RRTC in - IL Management in Buffalo) to develop a DVD training product on history and philosophy. ACCES-VR, NYSILC, and WNYIL updated the content of IL Philosophy & History DVD and made it available online through a link on the NYSILC website (redirected to a free-standing site) to expand its use amongst the network and beyond. All staff employed under contract with ACCES-VR must maintain a certificate of completion of the online IL philosophy and history training curriculum. Link to the IL Philosophy & History tutorial on the NYSILC website:

http://www.nysilc.org/~nysilc/il_philosophy/index.html.

- 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.

ACCES-VR complies with all affirmative action requirements to employ and advance in employment qualified individuals with significant disabilities based on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.

6.2 Fiscal Control and Fund Accounting – 34 CFR 364.34

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

For all contracting/purchasing services under the SPIL, ACCES-VR has adopted fiscal control and fund accounting procedures for proper disbursement and accounting for funds made available through Part B of Chapter 1 of Title VII of the Act, in addition to complying with applicable fiscal and accounting requirements in the Federal OMB Uniform Grant Guidance.

It should be noted that NYSILC and ACCES-VR will conduct two assurances to help support this area: 1) Annual distribution of the "Financial Reference Guide" and Federal OMB Uniform Grant Guidance, and any related training opportunities and resources 2) Review of the certified financial statements of the federally funded CILs on an annual basis with the exception of the Tri Lakes Center for Independent Living (TLCIL).

6.3 Recordkeeping, Access and Reporting – 34 CFR 364.35; 34 CFR 364.36; 34 CFR 364.37

- Maintenance of records that fully disclose and document the information listed in 34 CFR 364.35.
 - Submission of annual performance and financial reports, and any other reports that the Secretary determines to be appropriate
 - Access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, for the purpose of conducting audits, examinations, and compliance reviews, to the information listed in 34 CFR 364.37.
- Maintenance of records that fully disclose and document the information listed in 34 CFR 364.35.

ACCES-VR maintains records that fully disclose and document the information listed in 34 CFR 364.35.

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

ACCES-VR is an active participant in the development of the federal Independent Living 704 report and will submit annual performance and financial reports and any other

reports that the Secretary determines to be appropriate. The SILC will initiate the draft report to start the process.

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

ACCES-VR will provide access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, for the purpose of conducting audits, examinations, and compliance reviews, to the information listed in 34 CFR 364.37.

6.4 Eligibility – 34 CFR 364.40; 34 CFR 364.41

- Eligibility of any individual with a significant disability, as defined in 34 CFR 364.4(b), for IL services under the SILS and CIL programs.
 - Ability of any individual to seek information about IL services under these programs and to request referral to other services and programs for individuals with significant disabilities.
 - Determination of an individual's eligibility for IL services under the SILS and CIL programs in a manner that meets the requirements of 34 CFR 364.51.
 - Application of eligibility requirements without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability of the individual applying for IL services.
 - Non-exclusion from receiving IL services of any individual who is present in the State and who is otherwise eligible for IL services, based on the imposition of any State or local residence requirement.
- Eligibility of any individual with a significant disability, as defined in 34 CFR 364.4(b), for IL services under the SILS and CIL programs.

ACCES-VR uses and requires of the CILs the same standards expected by HHS/ACL for eligibility of any individual with a significant disability in accordance with federal regulations as defined in 34 CFR 364.4(b) and 34 CFR 364.51. SCILs serve people with and without disabilities of all ages with an array of IL services under the State Plan, consistent with New York's written standards for non-CIL service providers.

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

The following apply to IL services under the SILS and CIL programs: the ability of any individual to seek information about IL services and to request referral to other services and programs; the assessment of an individual's eligibility for IL services under the SILS and CIL programs; the application of eligibility requirements without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability; and the non-exclusion from receiving IL services of any individual who is present in the state and who is

otherwise eligible for IL services, based on the imposition of any state or local residence requirement.

- Determination of an individual's eligibility for IL services under the SILS and CIL programs in a manner that meets the requirements of 34 CFR 364.51.
- Application of eligibility requirements without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability of the individual applying for IL services.
- Non-exclusion from receiving IL services of any individual who is present in the State and who is otherwise eligible for IL services, based on the imposition of any State or local residence requirement.

6.5 Independent Living Plans – 34 CFR 364.43(c)

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

ACCES-VR, NYSILC and the federal CIL directors rely on the Annual 704 Report and HHS/ACL administered federal site reviews as assurances of compliance with section 364.52

6.6 Client Assistance Program (CAP) Information – 34 CFR 364.30

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

ACCES-VR requires all federally funded CILs to maintain due process policy and procedures that ensure consumers of services are notified of the availability and functions of the NYS Client Assistance Program. For ACCES-VR and the CILs, the information is provided at intake and closure.

6.7 Protection, Use and Release of Personal Information – 34 CFR 364.56(a)

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

ACCES-VR confidentiality policy safeguards the confidentiality of all personal information in accordance with all state and federal laws and state/federal regulations.

ACCES-VR's state CIL standards require that all CILs provide a statement of rights and responsibilities that include a statement of confidentiality

Section 7: Evaluation

Describe the method that will be used to periodically evaluate the effectiveness of the plan in meeting the objectives established in Section 1. The description must include the State's evaluation of satisfaction by individuals with significant disabilities who have participated in the program. 34 CFR 364.38

Statewide CIL Consumer Satisfaction Survey

In preparation for year one (2017), the NYSILC Consumer Satisfaction Survey Subcommittee will meet to review the process and methods for conducting the statewide survey, and will determine if any aspects need to be updated. The committee is comprised of council members, center staff, and a DSE representative. Per Section 704 (n) Evaluation, the CIL statewide consumer satisfaction survey occurs during the first year of each SPIL. The survey is a partnership between ACCES-VR, NYSILC and the centers. The partnership is described in the third paragraph of Section 4.1A. Centers are responsible for taking their own initiative and responsibility to conduct center-based satisfaction surveys during the interim years. Link to the most recent CIL consumer satisfaction survey report: http://www.nysilc.org/images/FINAL_NYS%202014_Consumer_Satisfaction_Survey_Report.docx.

Statewide Needs Assessment

During the second year of the SPIL (2018), NYSILC engages a Needs Assessment Committee (NAC) to investigate data and information related to four key questions pertinent to the IL network's utilization of existing sources and surveys. A consultant facilitates the process, collects the data and information, and drafts a report. The statewide needs assessment report, when merged with public input, identifies the top priorities from the SPIL formulation process to be considered during SPIL development. It also identifies priority unserved and underserved populations. Link to most recent statewide needs assessment: <http://www.nysilc.org/images/NeedsAssesFinalRep.doc.pdf>.

SPIL Monitoring

Each objective in the SPIL has a set of "SPIL Support Criteria." At the bottom of the criteria it identifies "Key Partners," of which one will always be a NYSILC committee. This committee has monitoring and evaluation responsibilities for the stated objective. In terms of monitoring, the DSE will send reports related to SPIL objectives to NYSILC. The council will then forward the reports to the chairs of the appropriate committees. Monitoring will occur during scheduled committee meetings and be based on the report content. For the full council meetings, all reports received for SPIL objectives will be organized into a separate SPIL Monitoring Document. As the full council works from the meeting agenda and primary packet of materials, the chairs of the relevant committees will reference the SPIL Monitoring Document when talking about a particular subject, project, or report during their committee discussions. This process will allow for the facilitation of discussion and/or action related to SPIL objectives.

SPIL Evaluation

As mentioned above, the NYSILC committee identified in each SPIL objective's Support Criteria under Key Partners also has evaluation responsibilities. By the end of the contract year:

- The Executive Director will work with the SPIL Evaluator (consultant) to update each objectives' evaluation for the accuracy of information (e.g., annual performance targets, how they are currently measured, etc.).
- The consultant will meet with committee chairs to review process and seek "value-added" input and impacts on identified targets. The consultant will determine if any additional information or data is needed to help evaluate targets.

By the beginning of the calendar year:

- The Executive Director will send out evaluation forms for each SPIL objective to the relevant committee chairs and facilitate the process to schedule the evaluations (per objectives) during a scheduled conference call meeting of the committee. The Executive Director will arrange for the consultant to attend if necessary.
- Based on the committee conference calls, council staff will summarize feedback on the SPIL objective evaluation forms and email them to the consultant.

By April of each year:

- The consultant will develop a draft SPIL evaluation report for the SPIL Committee to review. The consultant will respond to feedback and make recommended changes into a final draft.

By June of each year:

- The consultant will present and review the final SPIL evaluation report at the third full council meeting of the year. It will be archived on the NYSILC website.

Link to most recent SPIL Evaluation report:

http://www.nysilc.org/images/2014_SPIL_Evaluation_Report_Final_5-28-15.docx.

See also the State Plan webpage for an archive of SPIL evaluation reports.

Attachment III

SPIL 2017 to 2019 Evaluation Plan

NYSILC and the state plan partners are responsible for the development, implementation, monitoring, and evaluation of the SPIL. NYSILC will utilize the following chart to monitor and evaluate the SPIL objectives by their Measurable Indicators/Performance Targets, Source of Information Needed for Each Indicator, Methods to Gather Each Item of Information, Organization Responsible to Gather Information, Organization Responsible to Evaluate, and Timeline for Evaluation in order to satisfy the requirements for Section 7.

A. 2017 SPIL Evaluation Year

- **Objective # 1: NYSILC will demonstrate its operational effectiveness and capability to develop, monitor, and evaluate the SPIL.**
 - **Measurable Indicators/Performance Targets:**
 - **Number of full council meetings held during the year with a quorum: 4.**
 - **Number of issues addressed by NYSILC committees: 12.**
 - **Annual financial audit completed “unqualified” and 990 forms filed fully, accurately as documented: 100%.**
 - **Annual 704 Report completed with partners and submitted to ACL fully, accurately as documented: 100%.**
 - **Annual SPIL evaluation and report completed by evaluator and committees as documented: 100%.**
 - **CIL statewide consumer satisfaction survey and report completed by committee, network, and consultant as documented: 100%.**
 - **Statewide needs assessment and report completed by committee and consultant as documented: (Inactive).**
 - **Comprehensive fund development plan completed by committee and consultant as documented: (Inactive).**
 - **Number of young adults participating in a training sponsorship: 12.**
 - **Number of young adults actively participating in NYSILC’s youth leadership subcommittee: 5.**
 - **Percentage increase of resource development efforts above contract (all other sources): 1%.**
 - **Source of Information Needed for Each Indicator:**
 - **NYSILC full council meeting minutes and other relevant committee meeting minutes.**
 - **NYSILC Executive Committee or Finance Committee minutes, along with completed financial audit and 990 Form.**
 - **Completed annual 704 Report.**
 - **Completed annual SPIL Evaluation Report.**
 - **NYSILC CIL Statewide Consumer Satisfaction Survey Report.**
 - **NYSILC Quarterly Reports to ACCES-VR.**
 - **Development Committee reports related to progress on fund development.**
 - **Methods to Gather Each Item of Information:**
 - **Verify number of full council meetings that took place during the year based on the meeting minutes.**
 - **Verify number of issues addressed by committees after reviewing committee minutes.**
 - **Verify completion of the financial audit and submission of the 990 form based on the minutes and existence of the documents.**
 - **Verify completion of the annual 704 Report based on existence of the document.**
 - **Verify completion of Statewide CIL Satisfaction Survey and Report based on participation from network and existence of the document.**
 - **Verify completion of the annual SPIL Evaluation Report based on the existence of the document.**

- Verify the number of young adults participating in training sponsorships and number of young adults actively engaged on the NYSILC youth leadership subcommittee based on NYSILC documents.
 - Verify the percentage increase of resource development efforts above the contract (all other sources) based on NYSILC documents.
 - Organization Responsible to Gather Information:
 - NYSILC office.
 - Organization Responsible to Evaluate:
 - NYSILC Executive Committee.
 - Timeline for Evaluation:
 - November 2017.
- **Objective # 2: New Yorkers with disabilities will be actively engaged in promoting disability rights through the support of a Statewide Systems Advocacy Network (SSAN) and a statewide coordinator working with priorities identified in the NYSILC statewide needs assessment.**
 - Measurable Indicators/Performance Targets:
 - Number of SSAN significant statewide systems changes: 2.
 - Number of local partnerships and coalitions established by the SSAN network: 75 (5/site).
 - Number of educational alerts disseminated to local volunteers by the SSAN network: 660 (44/site).
 - Number of local public education activities engaged in by the SSAN network: 300 (20/site).
 - Number of grassroots organizing activities engaged in by the SSAN network: 90 (6/site).
 - Number of oral or written public testimonies statements or letters provided, in response to a documented request, by the SSAN network: 90 (6/site).
 - Number of CILs or SCILs without a SSAN contract voluntarily involved in the participation of the network: 2.
 - Source of Information Needed for Each Indicator:
 - SSAN sites will report online to the SSAN Coordinator. SSAN Coordinator will submit quarterly reports to ACCES-VR. The last quarterly report will summarize progress on targets for year for SPIL evaluation of the objective.
 - Methods to Gather Each Item of Information:
 - Monitor progress based on information provided in the quarterly and annual report summaries.
 - Organization Responsible to Gather Information:
 - SSAN Coordinator, DSE, NYSILC office.
 - Organization Responsible to Evaluate:
 - NYSILC Public Policy Committee.
 - Timeline for Evaluation:
 - November 2017.

- **Objective # 3:** Increase the attendance and involvement of attendees from the IL network, including affiliated stakeholders, by providing support for a statewide independent living training conference.
 - **Measurable Indicators/Performance Targets:**
 - Number of people attending the IL conference with reduced registration costs: 200.
 - Number of people attending the IL conference with reduced registration costs sorted by IL involvement: staff, board members, advocates, stakeholders, other: staff (100), board members (25), advocates (25), stakeholders, (25), and other (25).
 - Percentage of attendees satisfied with their overall experience at the statewide IL conference: 90%.
 - Percentage of attendees who learned something useful at the statewide IL conference: 70%.
 - Percentage of attendees who intend to implement a best practice or other idea at the local level: 40%.
 - **Source of Information Needed for Each Indicator:**
 - Documents, data, and summaries of attendee registration and evaluation information sent to NYSILC by conference coordinator.
 - **Methods to Gather Each Item of Information:**
 - Verify data based on the information provided along with surveys for conference attendees.
 - **Organization Responsible to Gather Information:**
 - Conference coordinator, NYSILC office.
 - **Organization Responsible to Evaluate:**
 - NYSILC SPIL Committee.
 - **Timeline for Evaluation:**
 - November 2017.

The following objective was carried over from the previous SPIL 2014-2016 with unspent Title VII, Part B funds.

- **Objective # 4:** Designate funds to develop and establish a database and interface that will compile, analyze, and interpret data from the statewide network.
 - **Measurable Indicators/Performance Targets:**
 - Vendor selection process identifies a viable candidate capable of developing product: 100%.
 - Partners confirm resource commitment necessary to support project: 100%.
 - Number of centers testing the prototype of the statewide database and interface product, providing feedback related to the process (Inactive).
 - Report on status of database and interface design based on collective center data and feedback completed as documented (Inactive).
 - Percentage of centers that participate in training related to the product and process (Inactive).
 - Successful launch of the statewide database and interface as documented

- (Inactive).
 - Percentage of centers that successfully connect to the data interface and upload the first requested annual data (Inactive).
 - Source of Information Needed for Each Indicator:
 - Database Workgroup will work with vendor, state plan partner and DSE to impart information and needs related to this project. Communication and coordination will be extremely important during different phases of the project with the statewide network of centers.
 - Methods to Gather Each Item of Information:
 - Verify successful selection of vendor to develop the product.
 - Verify sufficient resource commitment based on known cost of product.
 - Verify number of centers testing the data prototype and providing feedback based on results and surveys.
 - Verify status of database and interface design testing via data report completion.
 - Verify center participation in training based on registration.
 - Verify successful implementation of launch of statewide product based on actual event taking place.
 - Verify percentage of centers that successfully connect to data interface for first requested annual data based on actual results within system.
 - Organization Responsible to Gather Information:
 - Vendor, NYSILC, DSE.
 - Organization Responsible to Evaluate:
 - NYSILC Database Workgroup.
 - Timeline for Evaluation:
 - November 2017.
- **Objective # 5:** Address priority unserved and underserved populations and issues by providing one (1) \$72,000 demonstration grant opportunity that can be evaluated by the council, be held to its own unique set of deliverables (outcomes), and subsequently provide a best practices manual for the benefit of the statewide IL network.
 - Measurable Indicators/Performance Targets:
 - RFP issued to CILs and SCILs for priority population and issue demonstration project: 100%.
 - Award recipient notified of selection to receive a grant: 100%.
 - Contract executed for grant recipient: 100%.
 - Services are provided by the grant recipient that result in the unique set of annual outcomes/deliverables identified in the proposal (Inactive).
 - The grant recipient will develop a best practices manual for the benefit of the statewide IL network and will submit it to NYSILC by end of project (Inactive).
 - Source of Information Needed for Each Indicator:
 - DSE will address the RFP, award and contract responsibilities related to the grant recipient. DSE will send quarterly reports from the grant recipient to NYSILC for monitoring and evaluation purposes.
 - Methods to Gather Each Item of Information:

- **Verify completion of administration duties related to opportunity.**
- **Verify project meets percentage of unique set of annual deliverables and progress based on the information and data provided by DSE in quarterly reports.**
- **Verify best practices manual completed and submitted to NYSILC by end of project.**
- **Organization Responsible to Gather Information:**
 - **Grant recipient, DSU, NYSILC office.**
- **Organization Responsible to Evaluate:**
 - **NYSILC Outreach Subcommittee.**
- **Timeline for Evaluation:**
 - **November 2017.**

The following objective was carried over from the previous SPIL 2014-2016 with unspent Title VII, Part B funds.

- **Objective # 6: Improve the capacity of the IL network to address priority unserved and underserved populations identified in the statewide needs assessment by providing ten (10) \$25,000 capacity building self-sustaining grant opportunities that can be evaluated by the council, disseminated, and documented for replication for the benefit of the network.**
 - **Measurable Indicators/Performance Targets:**
 - **Number of people served by identified target unserved/underserved population: 600.**
 - **Number of community organizational contacts related to targeted populations that are developed as a result of outreach efforts: 50.**
 - **Amount of new funding secured toward self-sustaining programs: \$166,664.**
 - **Number of self-sustaining programs: 8.**
 - **Number of “how to” technical assistance manuals submitted to NYSILC: 10.**
 - **Source of Information Needed for Each Indicator:**
 - **Grant recipients submit quarterly reports to the DSE. Reports will be shared with NYSILC and the Outreach Subcommittee for monitoring and evaluation purposes.**
 - **Methods to Gather Each Item of Information:**
 - **Verify data based on the information provided in the reports.**
 - **Organization Responsible to Gather Information:**
 - **Grant recipients, DSU, NYSILC office.**
 - **Organization Responsible to Evaluate:**
 - **NYSILC Outreach Subcommittee.**
 - **Timeline for Evaluation:**
 - **November 2017.**

B. 2018 SPIL Evaluation Year

- **Objective # 1: NYSILC will demonstrate its operational effectiveness and capability to develop, monitor, and evaluate the SPIL.**
 - **Measurable Indicators/Performance Targets:**
 - **Number of full council meetings held during the year with a quorum: 4.**
 - **Number of issues addressed by NYSILC committees: 12.**
 - **Annual financial audit completed “unqualified” and 990 forms filed fully, accurately as documented: 100%.**
 - **Annual 704 Report completed with partners and submitted to ACL fully, accurately as documented: 100%.**
 - **Annual SPIL evaluation and report completed by evaluator and committees as documented: 100%.**
 - **CIL statewide consumer satisfaction survey and report completed by committee, network, and consultant as documented: (Inactive).**
 - **Statewide needs assessment and report completed by committee and consultant as documented: 100%.**
 - **Comprehensive fund development plan completed by committee and consultant as documented (Inactive).**
 - **Number of young adults participating in a training sponsorship: 12.**
 - **Number of young adults actively participating in NYSILC’s youth leadership subcommittee: 5.**
 - **Percentage increase of resource development efforts above contract (all other sources): 2%.**
 - **Source of Information Needed for Each Indicator:**
 - **NYSILC full council meeting minutes and other relevant committee meeting minutes.**
 - **NYSILC Executive Committee or Finance Committee minutes, along with completed financial audit and 990 Form.**
 - **Completed annual 704 Report.**
 - **Completed annual SPIL Evaluation Report.**
 - **NYSILC CIL Statewide Consumer Satisfaction Survey Report.**
 - **NYSILC Quarterly Reports to ACCES-VR.**
 - **Development Committee reports related to progress on fund development.**
 - **Methods to Gather Each Item of Information:**
 - **Verify number of full council meetings that took place during the year based on the meeting minutes.**
 - **Verify number of issues addressed by committees after reviewing committee minutes.**
 - **Verify completion of the financial audit and submission of the 990 form based on the minutes and existence of the documents.**
 - **Verify completion of the annual 704 Report based on existence of the document.**
 - **Verify completion of Statewide CIL Satisfaction Survey and Report based on participation from network and existence of the document.**
 - **Verify completion of the annual SPIL Evaluation Report based on the existence of the document.**

- Verify the number of young adults participating in training sponsorships and number of young adults actively engaged on the NYSILC youth leadership subcommittee based on NYSILC documents.
 - Verify the percentage increase of resource development efforts above the contract (all other sources) based on NYSILC documents.
 - Organization Responsible to Gather Information:
 - NYSILC office.
 - Organization Responsible to Evaluate:
 - NYSILC Monitoring & Evaluation Committee.
 - Timeline for Evaluation:
 - November 2018.
- **Objective # 2: New Yorkers with disabilities will be actively engaged in promoting disability rights through the support of a Statewide Systems Advocacy Network (SSAN) and a statewide coordinator working with priorities identified in the NYSILC statewide needs assessment.**
 - Measurable Indicators/Performance Targets:
 - Number of SSAN significant statewide systems changes: 2.
 - Number of local partnerships and coalitions established by the SSAN network: 75 (5/site).
 - Number of educational alerts disseminated to local volunteers by the SSAN network: 660 (44/site).
 - Number of local public education activities engaged in by the SSAN network: 300 (20/site).
 - Number of grassroots organizing activities engaged in by the SSAN network: 90 (6/site).
 - Number of oral or written public testimonies statements or letters provided, in response to a documented request, by the SSAN network: 90 (6/site).
 - Number of CILs or SCILs without a SSAN contract voluntarily involved in the participation of the network: 2.
 - Demonstrate improved understanding by the ILC network of unique advocacy priorities and public education campaign issues: (Demonstrated improvement. Collective % before/after).
 - Source of Information Needed for Each Indicator:
 - SSAN sites will report online to the SSAN Coordinator. SSAN Coordinator will submit quarterly reports to ACCES-VR. The last quarterly report will summarize progress on targets for year for SPIL evaluation of the objective.
 - Methods to Gather Each Item of Information:
 - Monitor progress based on information provided in the quarterly and annual report summaries.
 - Organization Responsible to Gather Information:
 - SSAN Coordinator, DSE, NYSILC office.
 - Organization Responsible to Evaluate:
 - NYSILC Monitoring & Evaluation Committee.

- **Timeline for Evaluation:**
 - **November 2018.**

The following objective was carried over from the previous SPIL 2014-2016 with unspent Title VII, Part B funds.

- **Objective # 4: Designate funds to develop and establish a database and interface that will compile, analyze, and interpret data from the statewide network.**
 - **Measurable Indicators/Performance Targets:**
 - **Vendor selection process identifies a viable candidate capable of developing product: (Inactive).**
 - **Partners confirm resource commitment necessary to support project: (Inactive).**
 - **Number of centers testing the prototype of the statewide database and interface product, providing feedback related to the process: 20.**
 - **Report on status of database and interface design based on collective center data and feedback completed as documented: 100%.**
 - **Percentage of centers that participate in training related to the product and process (Inactive).**
 - **Successful launch of the statewide database and interface as documented (Inactive).**
 - **Percentage of centers that successfully connect to the data interface and upload the first requested annual data (Inactive).**
 - **Source of Information Needed for Each Indicator:**
 - **Database Workgroup will work with vendor, state plan partner and DSE to impart information and needs related to this project. Communication and coordination will be extremely important during different phases of the project with the statewide network of centers.**
 - **Methods to Gather Each Item of Information:**
 - **Verify successful selection of vendor to develop the product.**
 - **Verify sufficient resource commitment based on known cost of product.**
 - **Verify number of centers testing the data prototype and providing feedback based on results and surveys.**
 - **Verify status of database and interface design testing via data report completion.**
 - **Verify center participation in training based on registration.**
 - **Verify successful implementation and launch of statewide product based on actual event taking place.**
 - **Verify percentage of centers that successfully connect to data interface for first requested annual data based on actual results within system.**
 - **Organization Responsible to Gather Information:**
 - **Vendor, NYSILC, DSE.**
 - **Organization Responsible to Evaluate:**
 - **NYSILC Monitoring & Evaluation Committee.**
 - **Timeline for Evaluation:**
 - **November 2018.**

- **Objective # 5:** Address priority unserved and underserved populations and issues by providing one (1) \$72,000 demonstration grant opportunity that can be evaluated by the council, be held to its own unique set of deliverables (outcomes), and subsequently provide a best practices manual for the benefit of the statewide IL network.
 - **Measurable Indicators/Performance Targets:**
 - RFP issued to CILs and SCILs for priority population and issue demonstration project: (Inactive).
 - Award recipient notified of selection to receive a grant: (Inactive).
 - Contract executed for grant recipient: (Inactive).
 - Services are provided by the grant recipient that result in the unique set of annual outcomes/deliverables identified in the proposal: 85%.
 - The grant recipient will develop a best practices manual for the benefit of the statewide IL network and will submit it to NYSILC by end of project (Inactive).
 - **Source of Information Needed for Each Indicator:**
 - DSE will address the RFP, award and contract responsibilities related to the grant recipient. DSE will send quarterly reports from the grant recipient to NYSILC for monitoring and evaluation purposes.
 - **Methods to Gather Each Item of Information:**
 - Verify completion of administration duties related to opportunity.
 - Verify that project meets percentage of unique set of annual deliverables and progress based on information and data provided by DSE in quarterly reports.
 - Verify best practices manual completed and submitted to NYSILC by end of project.
 - **Organization Responsible to Gather Information:**
 - Grant recipient, DSU, NYSILC office.
 - **Organization Responsible to Evaluate:**
 - NYSILC Monitoring & Evaluation Committee.
 - **Timeline for Evaluation:**
 - November 2018.

C. 2019 SPIL Evaluation Year

- **Objective # 1:** NYSILC will demonstrate its operational effectiveness and capability to develop, monitor, and evaluate the SPIL.
 - **Measurable Indicators/Performance Targets:**
 - Number of full council meetings held during the year with a quorum: 4.
 - Number of issues addressed by NYSILC committees: 12.
 - Annual financial audit completed “unqualified” and 990 forms filed fully, accurately as documented: 100%.
 - Annual 704 Report completed with partners and submitted to ACL fully, accurately as documented: 100%.
 - Annual SPIL evaluation and report completed by evaluator and committees as documented: 100%.

- CIL statewide consumer satisfaction survey and report completed by committee, network, and consultant as documented: (Inactive).
 - Statewide needs assessment and report completed by committee and consultant as documented: (Inactive).
 - Comprehensive fund development plan completed by committee and consultant as documented: 100%.
 - Number of young adults participating in a training sponsorship: 12.
 - Number of young adults actively participating in NYSILC's youth leadership subcommittee: 5.
 - Percentage increase of resource development efforts above contract (all other sources): 3%.
- **Source of Information Needed for Each Indicator:**
 - NYSILC full council meeting minutes and other relevant committee meeting minutes.
 - NYSILC Executive Committee or Finance Committee minutes, along with completed financial audit and 990 Form.
 - Completed annual 704 Report.
 - Completed annual SPIL Evaluation Report.
 - NYSILC CIL Statewide Consumer Satisfaction Survey Report.
 - NYSILC Quarterly Reports to ACCES-VR.
 - Development Committee reports related to progress on fund development.
- **Methods to Gather Each Item of Information:**
 - Verify number of full council meetings that took place during the year based on the meeting minutes.
 - Verify number of issues addressed by committees after reviewing committee minutes.
 - Verify completion of the financial audit and submission of the 990 form based on the minutes and existence of the documents.
 - Verify completion of the annual 704 Report based on existence of the document.
 - Verify completion of Statewide CIL Satisfaction Survey and Report based on participation from network and existence of the document.
 - Verify completion of the annual SPIL Evaluation Report based on the existence of the document.
 - Verify the number of young adults participating in training sponsorships and number of young adults actively engaged on the NYSILC youth leadership subcommittee based on NYSILC documents.
 - Verify the percentage increase of resource development efforts above the contract (all other sources) based on NYSILC documents.
- **Organization Responsible to Gather Information:**
 - NYSILC office.
- **Organization Responsible to Evaluate:**
 - NYSILC Monitoring & Evaluation Committee.
- **Timeline for Evaluation:**
 - November 2019.

- **Objective # 2:** New Yorkers with disabilities will be actively engaged in promoting disability rights through the support of a Statewide Systems Advocacy Network (SSAN) and a statewide coordinator working with priorities identified in the NYSILC statewide needs assessment.
 - **Measurable Indicators/Performance Targets:**
 - Number of SSAN significant statewide systems changes: 2.
 - Number of local partnerships and coalitions established by the SSAN network: 75 (5/site).
 - Number of educational alerts disseminated to local volunteers by the SSAN network: 660 (44/site).
 - Number of local public education activities engaged in by the SSAN network: 300 (20/site).
 - Number of grassroots organizing activities engaged in by the SSAN network: 90 (6/site).
 - Number of oral or written public testimonies statements or letters provided, in response to a documented request, by the SSAN network: 90 (6/site).
 - Number of CILs or SCILs without a SSAN contract voluntarily involved in the participation of the network: 2.
 - **Source of Information Needed for Each Indicator:**
 - SSAN sites will report online to the SSAN Coordinator. SSAN Coordinator will submit quarterly reports to ACCES-VR. The last quarterly report will summarize progress on targets for year for SPIL evaluation of the objective.
 - **Methods to Gather Each Item of Information:**
 - Monitor progress based on information provided in the quarterly and annual report summaries.
 - **Organization Responsible to Gather Information:**
 - SSAN Coordinator, DSE, NYSILC office.
 - **Organization Responsible to Evaluate:**
 - NYSILC Monitoring & Evaluation Committee.
 - **Timeline for Evaluation:**
 - November 2019.

- **Objective # 3:** Increase the attendance and involvement of attendees from the IL network, including affiliated stakeholders, by providing support for a statewide independent living training conference.
 - **Measurable Indicators/Performance Targets:**
 - Number of people attending the IL conference with reduced registration costs: 200.
 - Number of people attending the IL conference with reduced registration costs sorted by IL involvement: staff, board members, advocates, stakeholders, other: staff (100), board members (25), advocates (25), stakeholders, (25), and other (25).
 - Percentage of attendees satisfied with their overall experience at the

- statewide IL conference: 90%.
 - Percentage of attendees who learned something useful at the statewide IL conference: 70%.
 - Percentage of attendees who intend to implement a best practice or other idea at the local level: 40%.
 - Source of Information Needed for Each Indicator:
 - Documents, data, and summaries of attendee registration and evaluation information sent to NYSILC by conference coordinator.
 - Methods to Gather Each Item of Information:
 - Verify data based on the information provided along with surveys for conference attendees.
 - Organization Responsible to Gather Information:
 - Conference coordinator, NYSILC office.
 - Organization Responsible to Evaluate:
 - NYSILC Monitoring & Evaluation Committee.
 - Timeline for Evaluation:
 - November 2019.

The following objective was carried over from the previous SPIL 2014-2016 with unspent Title VII, Part B funds.

- **Objective # 4:** Designate funds to develop and establish a database and interface that will compile, analyze, and interpret data from the statewide network.
 - Measurable Indicators/Performance Targets:
 - Vendor selection process identifies a viable candidate capable of developing product: (Inactive).
 - Partners confirm resource commitment necessary to support project: (Inactive).
 - Number of centers testing the prototype of the statewide database and interface product, providing feedback related to the process: (Inactive).
 - Report on status of database and interface design based on collective center data and feedback completed as documented: (Inactive).
 - Percentage of centers that participate in training related to the product and process: 75%.
 - Successful launch of the statewide database and interface as documented: 100%.
 - Percentage of centers that successfully are connect to the data interface and upload the first requested annual data: 90%.
 - Source of Information Needed for Each Indicator:
 - Database Workgroup will work with vendor, state plan partner and DSE to impart information and needs related to this project. Communication and coordination will be extremely important during different phases of the project with the statewide network of centers.
 - Methods to Gather Each Item of Information:
 - Verify successful selection of vendor to develop the product.
 - Verify sufficient resource commitment based on known cost of product.

- Verify number of centers testing the data prototype and providing feedback based on results and surveys.
 - Verify status of database and interface design testing data via report completion.
 - Verify center participation in training based on registration.
 - Verify successful implementation and launch of statewide product based on actual event taking place.
 - Verify percentage of centers that successfully connect to data interface for first requested annual data based on actual results within system.
 - Organization Responsible to Gather Information:
 - Vendor, NYSILC, DSE.
 - Organization Responsible to Evaluate:
 - NYSILC Monitoring & Evaluation Committee.
 - Timeline for Evaluation:
 - November 2019.
- **Objective # 5: Address priority unserved and underserved populations and issues by providing one (1) \$72,000 demonstration grant opportunity that can be evaluated by the council, be held to its own unique set of deliverables (outcomes), and subsequently provide a best practices manual for the benefit of the statewide IL network.**
 - Measurable Indicators/Performance Targets:
 - RFP issued to CILs and SCILs for priority population and issue demonstration project: (Inactive).
 - Award recipient notified of selection to receive a grant: (Inactive).
 - Contract executed for grant recipient: (Inactive).
 - Services are provided by the grant recipient that result in the unique set of annual outcomes/deliverables in the proposal: 90%.
 - The grant recipient will develop a best practices manual for the benefit of the statewide IL network and will submit it to NYSILC by end of project: (Inactive).
 - Source of Information Needed for Each Indicator:
 - DSE will address the RFP, award and contract responsibilities related to the grant recipient. DSE will send quarterly reports from the grant recipient to NYSILC for monitoring and evaluation purposes.
 - Methods to Gather Each Item of Information:
 - Verify completion of administration duties related to opportunity.
 - Verify that project meets percentage of unique set of annual deliverables and progress based on the information and data provided by DSE in quarterly reports.
 - Verify best practices manual completed and submitted to NYSILC by end of project.
 - Organization Responsible to Gather Information:
 - Grant recipient, DSU, NYSILC office.
 - Organization Responsible to Evaluate:
 - NYSILC Monitoring & Evaluation Committee.
 - Timeline for Evaluation:

- November 2019.

D. 2020 SPIL Evaluation Year

- **Objective # 1:** NYSILC will demonstrate its operational effectiveness and capability to develop, monitor, and evaluate the SPIL.
 - **Measurable Indicators/Performance Targets:**
 - Number of full council meetings held during the year with a quorum: 4.
 - Number of issues addressed by NYSILC committees: 12.
 - Annual financial audit completed “unqualified” and 990 forms filed fully, accurately as documented: 100%.
 - Annual 704 Report completed with partners and submitted to ACL fully, accurately as documented: 100%.
 - Annual SPIL evaluation and report completed by evaluator and committees as documented: 100%.
 - CIL statewide consumer satisfaction survey and report completed by committee, network, and consultant as documented: (Inactive).
 - Statewide needs assessment and report completed by committee and consultant as documented: (Inactive).
 - Comprehensive fund development plan completed by committee and consultant as documented: 100%.
 - Number of young adults participating in a training sponsorship: 12.
 - Number of young adults actively participating in NYSILC’s youth leadership subcommittee: 5.
 - Percentage increase of resource development efforts above contract (all other sources): 3%.
 - **Source of Information Needed for Each Indicator:**
 - NYSILC full council meeting minutes and other relevant committee meeting minutes.
 - NYSILC Executive Committee or Finance Committee minutes, along with completed financial audit and 990 Form.
 - Completed annual 704 Report.
 - Completed annual SPIL Evaluation Report.
 - NYSILC CIL Statewide Consumer Satisfaction Survey Report.
 - NYSILC Quarterly Reports to ACCES-VR.
 - Development Committee reports related to progress on fund development.
 - **Methods to Gather Each Item of Information:**
 - Verify number of full council meetings that took place during the year based on the meeting minutes.
 - Verify number of issues addressed by committees after reviewing committee minutes.
 - Verify completion of the financial audit and submission of the 990 form based on the minutes and existence of the documents.
 - Verify completion of the annual 704 Report based on existence of the document.

- **Verify completion of Statewide CIL Satisfaction Survey and Report based on participation from network and existence of the document.**
 - **Verify completion of the annual SPIL Evaluation Report based on the existence of the document.**
 - **Verify the number of young adults participating in training sponsorships and number of young adults actively engaged on the NYSILC youth leadership subcommittee based on NYSILC documents.**
 - **Verify the percentage increase of resource development efforts above the contract (all other sources) based on NYSILC documents.**
 - **Organization Responsible to Gather Information:**
 - **NYSILC office.**
 - **Organization Responsible to Evaluate:**
 - **NYSILC Monitoring & Evaluation Committee.**
 - **Timeline for Evaluation:**
 - **November 2020.**
- **Objective # 2: New Yorkers with disabilities will be actively engaged in promoting disability rights through the support of a Statewide Systems Advocacy Network (SSAN) and a statewide coordinator working with priorities identified in the NYSILC statewide needs assessment.**
 - **Measurable Indicators/Performance Targets:**
 - **Number of SSAN significant statewide systems changes: 2.**
 - **Number of local partnerships and coalitions established by the SSAN network: 75 (5/site).**
 - **Number of educational alerts disseminated to local volunteers by the SSAN network: 660 (44/site).**
 - **Number of local public education activities engaged in by the SSAN network: 300 (20/site).**
 - **Number of grassroots organizing activities engaged in by the SSAN network: 90 (6/site).**
 - **Number of oral or written public testimonies statements or letters provided, in response to a documented request, by the SSAN network: 90 (6/site).**
 - **Number of CILs or SCILs without a SSAN contract voluntarily involved in the participation of the network: 2.**
 - **Source of Information Needed for Each Indicator:**
 - **SSAN sites will report online to the SSAN Coordinator. SSAN Coordinator will submit quarterly reports to ACCES-VR. The last quarterly report will summarize progress on targets for year for SPIL evaluation of the objective.**
 - **Methods to Gather Each Item of Information:**
 - **Monitor progress based on information provided in the quarterly and annual report summaries.**
 - **Organization Responsible to Gather Information:**
 - **SSAN Coordinator, DSE, NYSILC office.**
 - **Organization Responsible to Evaluate:**

- NYSILC Monitoring & Evaluation Committee.
 - **Timeline for Evaluation:**
 - November 2020.
- **Objective # 4: Designate funds to develop and establish a database and interface that will compile, analyze, and interpret data from the statewide network.**
 - **Measurable Indicators/Performance Targets:**
 - Vendor selection process identifies a viable candidate capable of developing product: (Inactive).
 - Partners confirm resource commitment necessary to support project: (Inactive).
 - Number of centers testing the prototype of the statewide database and interface product, providing feedback related to the process.
 - Report on status of database and interface design based on collective center data and feedback completed as documented.
 - Percentage of centers that participate in training related to the product and process: 75%.
 - Successful launch of the statewide database and interface as documented: 100%.
 - Percentage of centers that successfully are connect to the data interface and upload the first requested annual data: 90%.
 - **Source of Information Needed for Each Indicator:**
 - Database Workgroup will work with vendor, state plan partner and DSE to impart information and needs related to this project. Communication and coordination will be extremely important during different phases of the project with the statewide network of centers.
 - **Methods to Gather Each Item of Information:**
 - Verify successful selection of vendor to develop the product.
 - Verify sufficient resource commitment based on known cost of product.
 - Verify number of centers testing the data prototype and providing feedback based on results and surveys.
 - Verify status of database and interface design testing data via report completion.
 - Verify center participation in training based on registration.
 - Verify successful implementation and launch of statewide product based on actual event taking place.
 - Verify percentage of centers that successfully connect to data interface for first requested annual data based on actual results within system.
 - **Organization Responsible to Gather Information:**
 - Vendor, NYSILC, DSE.
 - **Organization Responsible to Evaluate:**
 - NYSILC Monitoring & Evaluation Committee.
 - **Timeline for Evaluation:**
 - November 2020.
- **Objective # 5: Address priority unserved and underserved populations and issues by**

providing one (1) \$72,000 demonstration grant opportunity that can be evaluated by the council, be held to its own unique set of deliverables (outcomes), and subsequently provide a best practices manual for the benefit of the statewide IL network.

- **Measurable Indicators/Performance Targets:**
 - RFP issued to CILs and SCILs for priority population and issue demonstration project: (Inactive).
 - Award recipient notified of selection to receive a grant: (Inactive).
 - Contract executed for grant recipient: (Inactive).
 - Services are provided by the grant recipient that result in the unique set of annual outcomes/deliverables in the proposal: 90%.
 - The grant recipient will develop a best practices manual for the benefit of the statewide IL network and will submit it to NYSILC by end of project.
- **Source of Information Needed for Each Indicator:**
 - DSE will address the RFP, award and contract responsibilities related to the grant recipient. DSE will send quarterly reports from the grant recipient to NYSILC for monitoring and evaluation purposes.
- **Methods to Gather Each Item of Information:**
 - Verify completion of administration duties related to opportunity.
 - Verify that project meets percentage of unique set of annual deliverables and progress based on the information and data provided by DSE in quarterly reports.
 - Verify best practices manual completed and submitted to NYSILC by end of project.
- **Organization Responsible to Gather Information:**
 - Grant recipient, DSU, NYSILC office.
- **Organization Responsible to Evaluate:**
 - NYSILC Monitoring & Evaluation Committee.
- **Timeline for Evaluation:**
 - November 2020.

Section 8: State-Imposed Requirements

Identify any State-imposed requirements contained in the provisions of this SPIL. Indicate N/A if not applicable. 34 CFR 364.20(h)

N/A.

Attachment IV

Statewideness

Based on Section 704 (5) “statewideness,” the New York IL network is situated to provide its services to the greatest extent possible given its existing resources.

The New York IL network of CILs and SCILs has an expansive reach of over 40 centers. The centers are physically distributed to cover the various regions of the state including the recognized upstate / downstate division.

As mentioned earlier in Sections 2.1B and 3.2, the 2015 Statewide Needs Assessment identified that consumers were served in all sixty-two counties. The penetration rates that exist in the chart starting on page 14 suggest the following:

- 1) Some centers in the network are making excellent progress toward serving the number of people with disabilities identified for a given county (Cortland 58.75%, Orange 25.55%, Sullivan 25.87%)**
- 2) Most centers (upstate and downstate) continue to make modest progress identified in a given county**
- 3) Some centers put forward a consistent effort in a given county despite facing an underserved situation due to either urban density or rural factors. It is impressive that the IL network has a physical presence in 65% of the counties in a state the size of New York and still serves consumers in all counties. Some centers have multi-county catchment areas and/or have additional contracts to provide enhanced services to an expanded area. Overall, the IL network served 95,263 individuals out of a US Census population of 2,012,960 for a state penetration rate of 4.73%.**

The New York IL community's statewide reach is expanded by virtue of its Statewide Systems Advocacy Network (SSAN), which was developed and has been in existence since 1999. By its nature, the SSAN has a central coordinator that directs approximately 14 sites, providing systems advocacy training, education and awareness, grass roots organizing, and coalition building that lead to statewide impacts. In 2016, the sites participating in the SSAN include: ARISE Independent Living Center, Syracuse; AIM Independent Living Center, Corning; Finger Lakes Independence Center, Ithaca; Southern Tier Independence Center, Binghamton; Western New York Independent Living, Buffalo; Access to Independence of Cortland County, Cortland; Resource Center for Accessible Living, Kingston; Center for Independence of the Disabled, New York, Manhattan; Independent Living, Inc., Newburgh; Directions in Independent Living, Olean; Independent Living Center of the Hudson Valley, Troy; Resource Center for Independent Living, Utica; Westchester Independent Living Center, White Plains; and Westchester Disabled on the Move, Yonkers.

The recent Capacity Building of Independent Living Centers Opportunity (CBILCO) also expanded statewide reach by providing small grants to centers to conduct outreach to identified unserved and underserved populations with the goal of being self-sustaining and providing a best practices manual for replication. The first five (5) projects committed to a best practices webinar which is archived on the NYSILC website:

[http://www.nysilc.org/images/2014-09-](http://www.nysilc.org/images/2014-09-23%2013.03%20NYSILC%20Best%20Practice%20Webinar.wmv)

[23%2013.03%20NYSILC%20Best%20Practice%20Webinar.wmv](http://www.nysilc.org/images/2014-09-23%2013.03%20NYSILC%20Best%20Practice%20Webinar.wmv). They included ARISE Syracuse (veterans with disabilities), CDCI Albany (healthy lifestyles people with disabilities), CIDNY Manhattan (Youth with disabilities), NCCI Plattsburgh (veterans with disabilities), and CDR (an SSP demonstration project for Deaf-Blind individuals). The current ten CBILCO projects include: AIM Corning (youth with disabilities), ATI

Cortland (youth with disabilities), BILS Bronx (healthy lifestyles people with disabilities), NCCI Plattsburgh (healthy lifestyles and access for people with disabilities), RILC Rockland (youth with disabilities), RCIL Utica (minorities with disabilities), STIC Binghamton (veterans with disabilities), WILC White Plains (healthy lifestyles people with disabilities), and WILC Putnam (healthy lifestyles people with disabilities).

As mentioned earlier, NYAIL directs the statewide Money Follows the Person (MFP) Transition Center, which includes a Peer Outreach and Referral Program to assist people in nursing homes that want to return to the community. This extends the reach of the network through the nine (9) regional ILCs and fourteen (14) auxiliary ILCs involved: <http://ilny.org/programs/mfp/transition-center>.

Attachment V

Promoting Full Access to Community Life

Based on Section 704 (o) “Promoting Full Access to Community Life,” the New York IL network has actively been providing independent living services to promote full access to community life for all consumers, including individuals with significant disabilities.

As part of a cooperative effort between the centers and the DSE, the cumulative results and cost savings impact of the IL center network’s effort to improve the lives of consumers living independently in the community have been documented. The rationale and cost savings analysis are archived on the DSE’s toolkit webpage.

The first area for consideration is the network of centers that participated and provided Consumer Directed Personal Assistance Services (CDPAS) connected to cost savings. The link for the related CDPAS cost savings rationale for is found at: <http://www.acces.nysed.gov/vr/consumer-directed-personal-assistance-cdpa-cost-differential>. The link to the subsequent 2012-2015 cost savings report for the centers providing CDPAS is located at: http://www.acces.nysed.gov/common/acces/files/vr/cdpa_statewidereport.pdf. As noted in the report, not all centers participated, and reporting was voluntary. However, for the three (3) years, the number of counties served varied between 20 to 27, hours ranged between 1.9 to 3.2 million, and total cost savings between \$7 to \$9 million. For the three (3) years combined, the cost savings totaled \$23.2 million.

Also, centers have long looked at the impact of efforts to transition and divert consumers from institutional settings. The following link defines the process where centers take their CSRs and/or consumer records and determine the impact on community living based on the services provided and subsequent cost savings: <http://www.acces.nysed.gov/vr/simple-process-documenting-cil-deinstitutionalization-cost-savings>. The Deinstitutionalization Cost Savings Statewide Report of the New York IL Network from 2001 to 2015 is found at the following link: <http://www.acces.nysed.gov/common/acces/files/vr/deinstcostsavestatewiderep.pdf>.

In the fifteen years since the network has been accounting for the impact of providing independent living services to consumers so that they can live independently in the community, the New York centers have provided impressive results. The process was voluntary until 2008. The network achieved 26,781 “institutional preventions” or diversions and 4,489 “institutional terminations” or transitions. Based on the figures identified in the process, providing services to these consumers saved almost \$1.9 billion. When this figure is adjusted for the IL funds for the centers that reported results, it leads to a “value-added” deinstitutionalized cost savings impact by the network of almost \$1.8 billion.

In addition, as previously mentioned, NYAIL’s coordination of the statewide Money Follows the Person (MFP) Transition Center, and Peer Outreach and Referral Program, assists people in nursing homes who want to return to the community. It will add statewide coordination and improved results for the network in this area. Refer to link: <http://ilny.org/programs/mfp/transition-center>.

The statewide IL network has also been effective at increasing awareness and making changes in their local communities so that consumers and peers can live independently in the community. Local systems change goals are established in center contracts. The centers then work on, meet, and often exceed impacts in this area. The DSE reviews and archives the collective local systems change impacts of the IL network. The following link is the most recent example (there is a lag in the most current year posted due to the volume of work accomplished by centers):

- **2013 accomplishments: <http://www.acces.nysed.gov/common/acces/files/vr/apr1213.pdf>**

State: New York

State Plan for Independent Living (SPIL)
Fiscal Years: FFY 2017 to 2019

The effective date of this SPIL is October 1, 2016

SIGNATURE OF SILC CHAIRPERSON 6/30/16
DATE

Susan J. Hoger, NYSILC Chair

NAME OF SILC CHAIRPERSON

SIGNATURE OF FEDERAL CIL DIRECTOR CHOSEN 6/30/16
BY OTHER FEDERAL CIL DIRECTORS DATE

See separately attached pages for a list of NY Federal CIL directors signing the SPIL

Joseph R. Bravo, Executive Director, WILC

NAME AND TITLE OF FEDERAL CIL DIRECTOR CHOSEN BY OTHER CIL DIRECTORS

SIGNATURE OF DSE DIRECTOR 6/30/16
DATE

Kevin G. Smith, Deputy Commissioner

NAME AND TITLE OF DSU DIRECTOR