

SPIIL Instrument -

State: KENTUCKY

**STATE PLAN FOR  
INDEPENDENT LIVING  
(SPIIL)**

**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 2017-2019**

Effective Date: October 1, 2016

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## PART I: Assurances

State of: Kentucky

### 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 the Department for Aging and Independent Living 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 Office for the Blind. 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 KY Statewide Independent Living Council. 34 CFR 364.21(a)
- 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 Deborah S. Anderson, Commissioner and Allison Flannigan, Executive Director. 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.
- 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.
- 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.

### **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 Kentucky is in compliance and will remain in compliance with the aforementioned assurances during FFY 2017-2019 (specify the three-year period covered by this SPIL).

The effective date of this SPIL is **October 1, 2016**.

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SIGNATURE OF SILC CHAIRPERSON DATE

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NAME OF SILC CHAIRPERSON

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SIGNATURE OF DSU DIRECTOR DATE

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NAME AND TITLE OF DSU DIRECTOR

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

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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 overall mission of Kentucky Independent Living programs, which includes the State Independent Living Council, the Centers for Independent Living and other person centered and self-directed programs operated by the Department for Aging and Independent Living, is to advance the ability of Kentuckians with disabilities to live independently and participate fully in their communities.**

**The goals of the SILC are as follows:**

- 1. Increase knowledge, awareness, and understanding of independent living needs of Kentuckians with disabilities by federal, state and local policy makers.**
- 2. Improve access to information regarding resources and benefits to Kentuckians with disabilities;**
- 3. Increase the efficiency and effectiveness of the KYSILC and Independent Living Network; and**
- 4. Increase the capacity of the Independent Living network to ensure access to Independent Living services.**

**The goals of the Centers for Independent Living mirror those of the SILC with the exception of goal three listed above which would be reworded to state:**

***“Increase the capacity and effectiveness of the CILs”.***

**The mission of the Office for the Blind as it relates to the parts of this SPIL administered by that agency is to advance the ability of Kentuckians who are blind or visually impaired to live independently and participate fully in their communities. The Office for the Blind shares the goals of this SPIL.**



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.

GOAL	OBJECTIVE	ACTIVITIES	LEAD AGENCY	START DATE	END DATE
<p><b>1. Increase knowledge, awareness, and understanding of the independent living needs of Kentuckians with disabilities by state and local policy makers.</b></p>	<p><i>1A: Enhance knowledge and awareness of independent living services among state legislators.</i></p>	<p>1. A representative of the SILC, CIL and DSE shall conduct a joint educational presentation on independent living to the interim joint committee on Health and Welfare.</p>	<p>DSE</p>	<p>October 2016</p>	<p>January 2017</p>
		<p>2. Train members of the SILC how to advocate and educate legislators regarding the issues that are important to people with disabilities in Kentucky.</p>	<p>SILC/CILs</p>	<p>October 2016</p>	<p>Annually</p>
		<p>3. Members of the SILC shall meet at least twice a year with members of the legislature to discuss issues important to individuals with disabilities.</p>	<p>SILC</p>	<p>October 2016</p>	<p>Twice per year</p>

GOAL	OBJECTIVE	ACTIVITIES	LEAD AGENCY	START DATE	END DATE
	<i>Objective 1-B: Enhance knowledge and awareness of independent living services among local agencies and communities.</i>	1. A member of the SILC and CIL shall conduct joint educational presentations regarding the resources available and purpose of the SILC and CILs to local human service agencies and charities in at least 12 counties in the state per state plan year.	SILC	October 2016	Annually
2. A member of the SILC and CIL shall conduct joint presentations to at least 12 county school boards or other community meetings per plan year regarding the SILC and CIL resources.		CIL	October 2016	Annually	
3. Each member of the SILC shall disseminate SILC approved letters to the editors to local newspapers at least twice per year on issues that pertain to individuals with disabilities.		SILC	October 2016	Annually	

GOAL	OBJECTIVE	ACTIVITIES	LEAD AGENCY	START DATE	END DATE
<b>Goal 2: Improve access to information regarding resources and benefits to Kentuckians with disabilities.</b>	<i>Objective 2-A: Explore ways to provide access to information regarding resources and benefits to Kentuckians with disabilities that do not have internet access.</i>	1. The SILC, in conjunction with the DSE, shall develop marketing materials to be distributed by members of the SILC and CILs in public places such as libraries and doctor offices.	SILC	January 2017	January 2018 and on-going
		2. A member of the SILC and/or CIL shall conduct a total of 12 Independent Living sponsored resource nights per plan year. The resource nights shall be conducted in public settings such as libraries or restaurants where individuals can stop by and obtain information regarding independent living resources and options.	CIL	October 2016	Annually
		3. Explore the feasibility of using the DSE telephone number to link	DSE	October 2016	January 2017

GOAL	OBJECTIVE	ACTIVITIES	LEAD AGENCY	START DATE	END DATE
		<p>Kentuckians with disabilities to CILs.</p> <p>4. Participate in the development of the 211 statewide system for information on resources by the United Way of Kentucky.</p>	DSE and SILC	October 2016	On-going
	<i>Objective 2-B: Share information within the Independent Living Network.</i>	1. Conduct a Statewide Independent Living Conference every two years.	SILC/DSE/CIL	October 2017	Every two years thereafter
<b>Goal 3: Increase the efficiency and effectiveness of the KYSILC and independent living network.</b>	<i>Objective 3-A: Increase knowledge of SILC members.</i>	1. Provide a series of training opportunities to SILC members and the CILs utilizing the national resource center and outside facilitators.	SILC	January 2018	On-going
	<i>Objective 3-B: Explore strategies to increase the effectiveness of the SILC.</i>	<p>2. Improve the mentoring program for new SILC members.</p> <p>3. Plan and conduct an annual joint meeting with the Kentucky Statewide</p>	<p>SILC</p> <p>SILC</p>	<p>January 2018</p> <p>July 2017</p>	<p>Annually</p> <p>Annually</p>

GOAL	OBJECTIVE	ACTIVITIES	LEAD AGENCY	START DATE	END DATE
		<p>Council for Vocational Rehabilitation (SCVR), Kentucky Commonwealth Council on Developmental Disabilities Council, Hart Supported Living Council and the Brain Injury Trust Fund Board and the Protection and Advocacy Developmental Disabilities Advisory Council.</p> <p>4. Review status of the SPIL in each SILC general meeting to ensure completion of goals and objectives.</p> <p>5. Enhance meaningful SILC committee structure and activities.</p>	<p>SILC</p> <p>SILC</p>	<p>October 2016</p> <p>January 2017</p>	<p>Every three months thereafter</p> <p>On-going</p>
	<p><i>Objective 3-C: Obtain and effectively use the entire SILC budget and resources.</i></p>	<p>1. Develop and monitor the SILC budget in collaboration with the DSE.</p>	<p>SILC/DSE</p>	<p>October 2016</p>	<p>Each regular meeting of the SILC</p>

GOAL	OBJECTIVE	ACTIVITIES	LEAD AGENCY	START DATE	END DATE
	<p><i>Objective 3-D: Increase efficiency and effectiveness of the independent living network.</i></p>	<ol style="list-style-type: none"> <li>1. Continue to provide the five core independent living services through the Kentucky Independent Living network.</li> <li>2. Explore the potential to increase fees for services for CILs.</li> <li>3. Improve 704 reporting.</li> <li>4. Diversify the CIL business model to include broad disability programs.</li> <li>5. Implement contractual quality improvement and fiscal management measures for the CILs.</li> <li>6. Ensure the network uses unified descriptions of services when</li> </ol>	<p>CILs</p> <p>CILS/DSE</p> <p>DSE/CIL</p> <p>DSE/CIL</p> <p>DSE</p> <p>DSE</p>	<p>October 2016</p> <p>October 2016</p> <p>October 2016</p> <p>October 2016</p> <p>October 2016</p> <p>June 2017</p>	<p>On-going</p> <p>July 2017</p> <p>January 2017 and on-going</p> <p>January 2018 and on-going</p> <p>Annually</p> <p>On-going</p>

GOAL	OBJECTIVE	ACTIVITIES	LEAD AGENCY	START DATE	END DATE
		reporting CIL activities to the DSE and SILC.			
<b>Goal Four: Increase the capacity of the Independent Living network to ensure access to Independent Living services.</b>	<i>Objective 4-A: Increase access to independent living services for Kentuckians with disabilities.</i>	1. Seek additional funding from the legislature or DSE to increase base funding for the CILs.	SILC/DSE/CILs	January 2017	On-going
		2. Explore alternate funding opportunities for the CILs through diversifying programs in order to expand outreach across the state.	DSE/CILs	October 2016	On-going
		3. Provide independent living services to at least 300 individuals who are over 55 and blind or visually impaired.	OFB/OIB	October 2016	Annually
	<i>Objective 4-B: Explore expansion of services to un-served counties.</i>	1. Determine the feasibility of the CyberCIL to provide services to un-served areas.	SILC	January 2017	July 2017
		2. Implement the CILs as providers of in the renewed HCB waiver.	CIL	October 2016	January 2017

<b>GOAL</b>	<b>OBJECTIVE</b>	<b>ACTIVITIES</b>	<b>LEAD AGENCY</b>	<b>START DATE</b>	<b>END DATE</b>
		<p>3. Each CIL will become an aging disability resource center through the Department for Aging and Independent Living.</p> <p>4. Update the SILC PowerPoint presentation to include recent federal and state changes and present to three other disability related councils and programs per plan year.</p> <p>5. A member of the SILC, CIL and DSE shall meet with the individual MCOs to disseminate information regarding the SILC, CILS and independent living activities and resources.</p>	<p>DSE</p> <p>SILC</p> <p>DSE</p>	<p>October 2016</p> <p>May 2017</p> <p>July 2017</p>	<p>July 2017</p> <p>July 2017</p> <p>Annually</p>

1.2B Describe the steps planned regarding outreach to populations in the State that are un-served or underserved by programs under title VII, including minority groups and urban and rural populations. 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 Kentucky SILC, in collaboration and conjunction with the DSE, Kentucky Office for the Blind, and CILs, has reviewed demographic data to identify and locate individuals with significant disabilities in the Commonwealth. Special attention was given to individuals who are members of racial or ethnic minorities, and those living in un-served geographic areas.**

**There are well over 875,000 Kentuckians who self identify as having a disability in Kentucky. Due to these sheer numbers, the reality is that all disability groups within Kentucky are underserved and many are un-served depending on geographical location. The limited number of CILs and the limited amount of resources creates an extremely difficult challenge when attempting to serve as many individuals as possible in the most efficient and effective manner.**

**The KYSILC plans to focus efforts during this state plan cycle on developing an expanded network of Centers for Independent Living. Due to limited resources some Centers may only operate limited hours but individuals would also have access to information via the Aging Disability Resource Centers.**

**Centers will be located in key areas with primary focus on areas with high percentages of individuals who are disabled, living in poverty in isolated regions of the state and who have poor health status.**

**The largest area of individuals living in poverty, with both poor health status and who self-identify as disabled, is centered in the Kentucky River region of Southeastern Kentucky. All eight of the counties in that region are ranked in the bottom 10 % of the 120 counties within the Commonwealth. Unfortunately, the current independent living network does not have a Center for Independent Living in this area creating a significant un-served area.**

**The largest percentage of individuals who are minority and disabled per county population is also located in eastern Kentucky.**

**The SILC, CILs and DSE will work together to secure funding to expand services to this grossly unserved area. In addition, the current CILs will continue to provide the five core services in their designated areas. Specific outreach to minorities will include the provision of educational materials to churches, community based services and family resource centers located in each of the school districts.**

### 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**

<b>Sources</b>	<b>Approximate Funding Amounts and Uses</b>			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
<b>Title VII Funds</b>				
Chapter 1, Part B		<b>\$40,607 (OFB)</b>	<b>\$225,048 (Part B)</b>	
Chapter 1, Part C			<b>\$907,179 (Part C)</b>	
Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)		<b>\$431,718 (OFB)</b>		
<b>Other Federal Funds</b>				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	<b>\$65,000 (I and E)</b>			
Other		<b>\$534,800 TOTAL</b>  \$234,800 SSA and HUD  \$300,000 Medicaid Waiver		
<b>Non-Federal Funds</b>				
State Funds	<b>\$40,000 DAIL SGF</b>	<b>\$10,900,000 TOTAL</b>  \$6,800,000 DAIL-HSL  \$4,100,000 DAIL - PCAP	<b>\$2,780,000 TOTAL</b>  \$450,000 CAL for HSL  \$2,120,000 CAL for PCAP  \$210,000 CIL support from DAIL SGF	<b>\$30,255 State Share Part B</b>
Other – Local Government		<b>\$238,00</b> CAL local ramp		
Donations			<b>\$10,000</b>	
Fee for Service		<b>\$50,000</b>		
Other – Fundraising			<b>\$5,000</b>	

**Year 2**

<b>Sources</b>	<b>Approximate Funding Amounts and Uses</b>			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
<b>Title VII Funds</b>				
Chapter 1, Part B		\$40,607	\$225,048	
Chapter 1, Part C			\$907,179	
Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)		\$431,718		
<b>Other Federal Funds</b>				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$65,000			
Other		\$534,800		
<b>Non-Federal Funds</b>				
State Funds	\$40,000	\$10,900,000	\$2,780,000	\$30,255
Other – Local Government		\$238,000		
Donations			\$10,000	
Fee for Service		\$50,000		
Other - Fundraising			\$5,000	

**Year 3**

<b>Sources</b>	<b>Approximate Funding Amounts and Uses</b>			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
<b>Title VII Funds</b>				
Chapter 1, Part B		\$40,607	\$225,048	
Chapter 1, Part C			\$907,179	
Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)		\$431,718		
<b>Other Federal Funds</b>				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$65,000			
Other		\$534,800		
<b>Non-Federal Funds</b>				
State Funds	\$40,000	\$10,900,00	\$2,780,000	\$30,255
Other – Local Government		\$238,000		
Donations			\$10,000	
Fee For Service		\$50,000		
Other - Fundraising			\$5,000	

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.

The financial plan provides a combination of funds to the CILs and SILC in order to accomplish the goals and objectives identified in this SPIL. All Chapter 1, Title VII, Parts C funds shall be awarded for the direct provision of IL services and the general operation of the CILs. Part B and State General Funds awarded under contract by the DSE shall be utilized for direct provision of Independent Living services to consumers, the general operation of non-part C Centers and the SILC and the enhancement and expansion or initiation of other independent living services as determined by the SILC. The following table denotes a specific breakdown of funding source per objective.

GOAL	OBJECTIVE	FUNDING SOURCE
<b>1. Increase knowledge, awareness, and understanding of the independent living needs of Kentuckians with disabilities by state and local policy makers.</b>	<i>1A: Enhance knowledge and awareness of independent living services among state legislators.</i>	<i>DAIL State General Fund Allocation to SILC</i>
	<i>Objective 1-B: Enhance knowledge and awareness of independent living services among local agencies and communities.</i>	<i>Part B allocation to SILC and CIL</i>
<b>Goal 2: Improve access to information regarding resources and benefits to Kentuckians with disabilities</b>	<i>Objective 2-A: Explore ways to provide access to information regarding resources and benefits to Kentuckians with disabilities that do not have internet access.</i>	<i>Part B and Part C Funds</i>
	<i>Objective 2-B: Share information within the Independent Living Network.</i>	<i>DAIL State General Funds and Part B and Part C Funds</i>
<b>Goal 3: Increase the efficiency and effectiveness of the KYSILC and independent living network</b>	<i>Objective 3-A: Increase knowledge of SILC members</i>	<i>DAIL State General Fund Allocation to SILC</i>
	<i>Objective 3-B: Explore strategies to increase the effectiveness of the SILC.</i>	<i>Innovation and Resource Fund Allocation to SILC</i>
	<i>Objective 3-C: Obtain and effectively use the entire SILC</i>	<i>Innovation and Resource Fund Allocation to SILC</i>

<b>GOAL</b>	<b>OBJECTIVE</b>	<b>FUNDING SOURCE</b>
	<i>budget and resources.</i>	
	<i>Objective 3-D: Increase efficiency and effectiveness of independent living network</i>	<i>Innovation and Resource Fund Allocation to SILC</i>
<b>Goal Four: Increase the capacity of the Independent Living network to ensure access to Independent Living services.</b>	<i>Objective 4-A: Increase access to independent living services for Kentuckians with disabilities.</i>	<i>Part B and Part C Funds to CILs</i>
	<i>Objective 4-B: Explore expansion of services to un-served counties.</i>	<i>Part B and Part C Funds</i>

**Independent Living services to individuals who are over 55 and blind or visually impaired will be provided by the Kentucky Office for the Blind with \$431,718 in annual funding.**

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.

**In December 2015, the SILC transferred from the Cabinet for Education and Workforce Development to the Department for Aging and Independent Living (DAIL). DAIL oversees several programs specifically geared toward independent living. The move allows the SILC and DAIL to align common standards to ensure independent living. Services provided by the CILs and the SILC are planned to be non-duplicative of the services of other programs. There is no formal agreement to coordinate federal and state funding for IL services, however, the coordination through DAIL will allow for a more streamlined effort to reduce duplication and create a more effective service delivery system.**

**State and federal funding for CIL's and IL services are coordinated by the SILC with support from the DSE and the agency providing services to Older Individuals who are Blind (OIB).**

**For the three years of this SPIL, Part B funding in the amount of \$272,296 plus an additional \$210,000 in new state general funds provided by DAIL will be designated for the continued operation and expansion of qualifying CILs.**

**The purpose of the CIL funds is to provide the five core independent living services to Kentuckians with disabilities, and to advance the ability of eligible severely disabled adults to live independently.**

**DAIL will also designate \$40,000 in new state general funds to the SILC to resurrect the Independent Living Conference and to provide additional training to the SILC and CILs by the ILRU and others. Staffing and operating for the SILC will be paid utilizing \$65,000 in Innovation and Resource funding.**

**Part C funds totaling \$907,179 will be divided as determined by ACL among the two Centers for Independent Living located in Louisville and the Hazard area.**

**The Center for Accessible Living manages the state funded Personal Care Attendant Program (PCAP) in five Area Development Districts. Funding for this program equates to over \$2.1 million for CAL. The total allocation of the entire program operated by DAIL is \$4.3 million.**

**During this plan cycle, the Center for Accessible Living will oversee the Hart Supported Living program which is a \$6.9 million dollar participant directed program for individuals with disabilities as defined under the Americans with Disabilities Act. Hart Supported Living is also a DAIL program.**

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

**The DSE (DAIL) provides, as an in-kind service, any print materials needed by members of the SILC in alternate formats. These formats include, but are not limited to: Braille, CD, computer disk or audio tape.**

**DAIL also provides additional staffing, mailing, postage, website hosting, a telephone line, and meeting rooms. Other in-kind resources are offered to CILs depending upon need and availability.**

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

**N/A**

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

**The objectives of this SPIL are in accordance with, or compliment, the IL programs and services provided by the DSE and CILs. The SPIL objectives**



**support statewide networks of Centers for Independent Living including activities to improve working relationships among State Independent Living programs , CIL programs (Part B and C), and SILC; and expands the provision of IL services. The IL services offered by the Centers and DSE are consumer-driven and unduplicated; furthermore these services are consistent with the philosophy of the programs as defined in Section 701 and 713 of the Act.**

**The SPIL objectives provide for expansion and enhancement of the IL Network, by increasing awareness of IL services among stakeholders, exploring expansion to un-served geographic areas, and increasing the CILs capacity to provide benefits counseling.**

**The SPIL objectives improve the working relationships among Part B and Part C CILs, the SILC, the DSE, and other state and federal agencies by increasing the effectiveness of the SILC administration, sharing information within the IL network, increasing awareness of IL services among stakeholders, distributing marketing materials among stakeholders, and building partnerships between the IL network and outside entities.**

**Activities under the objective to share information within the IL network support statewide networks of Centers for Independent Living.**

**The SPIL objectives expand and improve the provision of IL services by exploring the feasibility of Asset Development, and Individual Development Account programs, forming new partnerships with appropriate entities, and targeting underserved and un-served populations.**

**The overall goal of the SPIL objectives is to promote a philosophy of consumer control, peer support, self-help, self-determination, equal access, and individual and system advocacy in order to maximize the leadership, empowerment, independence and productivity of Kentuckians with disabilities, and the integration and full inclusion of Kentuckians with disabilities in society.**

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

**The SPIL objectives were developed with involvement of SILC members, CIL Directors and staff, consumers and families, and stakeholders. The SPIL Ad Hoc Planning Committee was established, consisting of SILC members and representatives from the DSE and from the CILs. Using the data collected from the CIL monitoring reports, the 704 Reports, and various other reports the SPIL**

**Ad Hoc Planning Committee determined the SPIL Goals, Objectives and Activities. That draft SPIL was presented to the full SILC at the spring meeting and approved for public input. The SPIL draft plan was then posted on the DSE and SILC websites and a public forum was conducted to invite public comment. Once the public input was gathered, the SPIL Ad Hoc Planning Committee reviewed the input and made appropriate revisions, the SPIL was presented and approved by full SILC at the summer SILC meeting.**

**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.

**SILC representatives serve on the Statewide Council for Vocational Rehabilitation (SCVR) and the Statewide Rehabilitation Council for the Blind. The Office of Vocational Rehabilitation, the Office for the Blind and DAIL each have staff members who serve on the SILC. The CIL Directors elect, from among themselves, a representative to serve on the SILC. The CIL Directors group includes a liaison from the Department for Aging in Independent Living (DAIL). Opportunities are provided at each SILC meeting for these parties and other interested individuals to share information about upcoming events and activities.**

**The SILC will meet with numerous other Councils and Boards annually to coordinate activities and discuss common initiatives.**

**SILC members participate on a variety of councils, commissions and boards. Below is a listing of these entities. It is not intended to be a comprehensive list or to limit the participation of members on other entities not listed below.**

**Hart Supported Living Program**

**The ARC of KY**

**ADA Action Network**

**National Federation for the Blind**

**National Council on Independent Living**

**Emergency Preparedness Functional Needs Group**

**The SILC coordinator and individual SILC members are involved in the 874k Coalition. This coalition conducts an annual event to educate individuals with disabilities, their families and advocates how to work with the representatives and elected officials.**

**Information about rallies, legislative issues, conferences and newsletters are shared with SILC members, CIL Directors, OVR, DAIL and OFB staff through e-mail distribution lists and is posted on the SILC Facebook page. When consumers attend an event, many groups including the CILs, assist with arranging transportation, obtaining meals, and, if necessary, lodging. CIL staff serves on such local committees as the Chamber of Commerce, local transportation providers, and Area Development Districts among others.**

**The Kentucky Department for Aging and Independent Living (DAIL) oversees the administration of statewide programs and services on behalf of Kentucky's elders and individuals with disabilities. In partnership with Kentucky's Area Agencies on Aging and Independent Living, Community Mental Health Centers, Centers for Independent Living and other community partners, DAIL provides leadership and addresses issues and circumstances that stand in the way of elders and individuals with disabilities achieving the best possible quality of life. The Center for Accessible Living administers DAIL's Personal Care Attendant Program (PCAP) for several parts of the state and will oversee the Hart Supported Living program during this plan cycle. The SILC, CILs and DAIL continue to investigate other possibilities for collaboration to determine how to best harmonize the various programs each provides to maximize usage of resources.**

#### 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.

**Independent Living services funded under Chapter 1 of Title VII of the Act are coordinated by the Kentucky Independent Living Network which includes the SILC, CILs, the DSE and Office for the Blind (OFB). Representatives from the DSE, OFB, the CIL Directors, and the full SILC review and approve the Financial Plan in the SPIL. A representative from OFB serves on the SILC, and a SILC member represents the SILC on OFB's advisory board, further bolstering**

coordination. Because these entities both fund and provide IL services, services are coordinated to avoid unnecessary duplication with Federal, State, and local programs.

#### 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 Kentucky Office for the Blind (OFB) provides independent living services to persons age fifty-five years and older who are blind and visually impaired. Services are made available to persons living in every Kentucky County and include daily living skills training, information and referral and advocacy training. The Office for the Blind employs independent living (IL/OIB) counselors to coordinate services and provide direct training to these persons.**

**Independent Living services and training to older blind individuals includes but is not limited to the areas of daily living, communications, advocacy, orientation and mobility and community integration. The goal of services is to help persons function as independently as possible in their homes and communities and to assist persons wishing to transition to more independent living environments.**

**The IL/OIB Counselors provide direct training and may also coordinate instruction provided by Assistive Technology Specialists, Orientation and Mobility Specialists, and the OFB Deaf-Blind Services Coordinator. Most often persons receive independent living services/training in their homes, but when preferred by the individual, services can be provided in other locations such as OFB offices, the person's work site, or community sites like senior citizen centers. When appropriate, the IL/OIB Counselors arrange for individuals to receive additional training at the Charles W. McDowell Rehabilitation Center located in Louisville, KY. Services/training are provided to persons based on individual needs and can be completed on a one-on-one basis or in small group sessions. Individuals are given information about local, state, and national resources and helped with contacting those as needed. In addition, referrals are made to local Centers for Independent Living so that older blind individuals can have access to services that are not directly available from OFB.**

## **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).

<b>Table 2.1A: Independent living services</b>	<b>Provided by the DSU (directly)</b>	<b>Provided by the DSE (through contract and/or grant)</b>	<b>Provided by the CILs (Not through DSU contracts/ grants)</b>
Core Independent Living Services, as follows:			
- Transition services	X	X	X
- Information and referral	X	X	X
- IL skills training	X	X	X
- Peer counseling	X	X	X
- Individual and systems advocacy	X	X	X
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)	X	X	X
Rehabilitation technology	X		
Mobility training	X	X	X
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	X	X	X
Personal assistance services, including attendant care and the training of personnel providing such services		X	X
Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services	X	X	X
Consumer information programs on rehabilitation and IL services available under this Act, especially for minorities and other individuals with disabilities who have traditionally been un-served or underserved by programs under this Act	X	X	X
Education and training necessary for living in the community and participating in community activities	X	X	X
Supported living			

<b>Table 2.1A: Independent living services</b>	<b>Provided by the DSU (directly)</b>	<b>Provided by the DSE (through contract and/or grant)</b>	<b>Provided by the CILs (Not through DSU contracts/ grants)</b>
Transportation, including referral and assistance for such transportation	X	X	X
Physical rehabilitation			
Therapeutic treatment			
Provision of needed prostheses and other appliances and devices	X	X	X
Individual and group social and recreational services	X	X	X
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	X		
Services for children with significant disabilities		X	
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	X	X	X
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future		X	
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	X	X	X
Other necessary services not inconsistent with the Act	X	X	X

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

**The service provision priorities established for meeting the SPIL objectives in section 1.2 include types of services and populations.**

**Types of services given priority in the SPIL objectives include: outreach, independent living education, information and referral, independent living skills training, peer counseling, individual and systems advocacy, transition services and asset development education.**

**Specific populations established as service priorities include: people with disabilities in un-served geographic areas, people with disabilities who do not have internet access, individuals who are over 55 and blind, individuals who would benefit from asset building activities, any individual with a disability needing one or more of the five core services, and individuals who are deaf or hard of hearing.**

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.

**N/A**

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.

**A request for proposal is developed; proposals are reviewed and awarded based upon a scoring method. If approved and accepted, quarterly reports are submitted as instructed in the request for proposal. The request for proposal contains language for an annual review of services and customer satisfaction.**

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

**The memorandum of agreement between the DSE and CILs contains language that delegates eligibility determination to the CILs. Each CIL is required to have programmatic policies in place which describe the eligibility criteria that an individual with a significant disability, as defined in 34 CFR 364.4(b), for CIL programs. The DSE will also conduct compliance reviews to determine whether the CILs comply with the language of the MOA and applicable federal laws and regulations.**

### **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.

**Kentucky is currently in a state of flux due to the recent closures of two centers, one operated by part C funds and one by part B funds.**

**Effective July 2016 the Disability Resource Initiative, located in Bowling Green, closed. The SILC intends to issue a new RFP to cover the counties served for this region. The counties include Allen, Barren, Butler, Edmonson, Hart, Logan, Metcalfe, Monroe, Simpson and Warren counties. The area is primarily rural with the exception of Warren County. The new CIL will be funded primarily with Part B funds and will meet section 725 standards and assurances.**

**The state is also hoping to replace the recent voluntary closure of a part C center located in Harlan, KY. A new grant application has been posted at the federal level.**

**Currently there are two Centers for Independent Living: Center for Accessible Living in Louisville, Independence Place in Lexington, and two satellite Centers for Independent Living: Center for Accessible Living Northern Kentucky, and the Center for Accessible Living in Murray.**

**Center for Accessible Living, Louisville – The counties served are Bullitt, Henry, Jefferson, Oldham, Shelby, Spencer and Trimble counties. The area is urban and suburban with some rural areas. The Center for Accessible Living is supported with Part C funds.**

**Independence Place, Lexington – The counties served are Anderson, Bourbon, Boyle, Clark, Estill, Fayette, Franklin, Garrard, Harrison, Jessamine, Lincoln, Madison, Mercer, Nicholas, Powell, Scott and Woodford counties. The area is a combination of urban, suburban, and rural areas. The center is supported with Part B funds, and meets section 725 standards and assurances.**

**Center for Accessible Living, Northern Kentucky – The counties served are Boone, Campbell, and Kenton counties. This area is urban, suburban, and rural. This center is supported with Part B funds, and meets section 725 standards and assurances.**



**Center for Accessible Living, Murray – The counties served are Ballard, Calloway, Carlisle, Fulton, Graves, Hickman, Marshall and McCracken counties. The area is very rural area. The Center for Accessible Living Murray is supported with Part C funds.**

**The Centers for Independent Living serve individuals with cognitive, mental/emotional, physical, hearing, vision and multiple disabilities.**

### **3.2 Expansion of Network – 34 CFR 364.25**

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

**The KYSILC and the DSE are committed to expanding the statewide network of Centers to ensure the availability of independent living services to all Kentuckians with disabilities.**

**Designs for further expansion of the network include consideration of areas identified as un-served and underserved according to targeted areas of need and in accordance with the directives set forth in Section 723 of the Rehabilitation Act (34 CFR 366.22).**

**For any state accepting federal Title VII Parts B and C IL funds, the previously cited Federal laws and regulations specify the following priorities for the distribution of IL funds to existing Centers:**

- 1. Upon the availability of part C funding, maintain eligible Centers' allocations at the same levels as the previous year;**
- 2. Upon availability of part C funding, provide an annual cost-of-living increase to all eligible Centers;**
- 3. Upon the availability of new Part C or Part B funding, develop new Centers.**

**State General Funds and Federal Title VII Part B and C IL funds shall continue to be awarded to eligible Centers meeting the standards and assurances established in Section 725 of the Rehabilitation Act, the requirements of the SILC to receive allocations as a CIL and as identified in the SPIL and the contractual requirements between the CIL and DSE.**

**Minimal Funding:**

The SILC has identified a range of \$80,000 to \$100,000 to be considered the minimum threshold amount of funding needed to open a new non-storefront CIL under the umbrella of an existing CIL or agency and \$160,000 to open a new storefront independent CIL. This amount was determined after much discussion among the SPIL committee members and based on public comment. This amount reflects the minimum cost of staffing, applicable taxes and insurance, rental of office space, accommodations, travel, and other costs associated with opening a CIL.

**Funding Eligibility:**

Federal and state funds shall be awarded to eligible CILs or to other entities to meet the goals of the SILC if the following criteria have been met during the previous FY (if applicable) and at the time of allocation.

- 1) The CIL meets all of the standards and assurances established in Section 725 of the Rehabilitation Act,
- 2) The CIL or eligible entity meets the requirements as determined by the SILC and listed in the current SPIL; and
- 3) The CIL or eligible entity meets the contractual requirements between the CIL and DSE.

**SILC Requirements:**

Prior to award of federal or state funding a potential CIL or other eligible entity must provide to the SILC the following documentation:

1. Proof of 501 (c) 3 status
2. Name, position and address of current board members
3. Line item budget for requested funding
4. Staffing plan
5. Operational plan to meet the deliverables and/or five core services
6. Agency SOPs including personnel and financial management policies.

The CIL or other eligible entity funded by the SILC shall be responsible to provide an updated board list at each regularly scheduled fall meeting of the SILC.

Changes to the staffing plan, budget or operational plan must be prior approved by the board of directors of the CIL or other funded entity and presented to the SILC for approval. The DSE, upon direction of the SILC, will modify contracts based on approved changes. Changes to operational, staffing or contractual deliverables cannot be implemented without prior SILC approval.

The CIL shall provide to the SILC an independent audit of the agency no later than January 30<sup>th</sup> following the end of the previous FFY.

#### Allocation Priorities

Existing Part C CILs that meet eligibility requirements shall be maintained at levels that meet at a minimum the current level of funding and a COLA, if possible.

If new one-time Part C funds in any amount become available, the SILC shall support any existing Part B Center until the Center reaches a maximum allocation ranging from \$160,000 to \$200,000. Funding is determined by the SILC based upon the geographical area and population.

If new on-going state, Part B or Part C funds totaling at least \$100,000 becomes available and each current CIL is already funded to at least \$160,000, the SILC shall develop a Request for Proposal (RFP) to start a new Center. In order to facilitate the development of proposals, the DSE may provide technical assistance to any CIL or eligible entity requesting such. In the event that a proposal is accepted and funds are awarded, funds will be dispersed according to the terms of the proposal, and the recipient agreement.

In the case of a Part C grant being relinquished or terminated, it is the desire of the state that a competition be held so that a new Center for Independent Living can be established in the relinquished/terminated grant's service area or area as determined by the SILC based on current county demographics.

In the case of a Part B grant being relinquished or terminated, the SILC in conjunction with the DSE shall conduct a competition so that a new Center for Independent Living can be established in the relinquished/terminated grant's service area or area as determined by the SILC based on current county

demographics.

**Sustainability of Infrastructure:**

To ensure the sustainability of the IL network, the SILC and DSE shall conduct on-sight quarterly monitoring of any 501c3 entity that operates more than 25% of the entire IL network funded by Part B and SILC allocated state funds. This requirement has been put in place to ensure the statewide network does not collapse due to potential issues with any one 501c3 entity.

Effective January 2018, it is the expectation of the SILC that any CIL receiving federal or state funding shall demonstrate additional funding sources to support the CIL. Allocations from SILC should not be the sole source of income for a Center.

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.

**The DSE provides the following administrative support services for the Part B and Part C programs: receives, accounts for, and disburses funds received by the State under Chapter 1 in accordance with the SPIL; provides administrative**

support services for the part B State IL services program; keeps such records and affords such access to such records as the Secretary finds to be necessary with respect to the programs; and submits the SPIL and such additional information or provides such assurances as the Secretary may require with respect to the programs.

The DSE employs a half-time SILC Coordinator. This Coordinator is dedicated to: facilitating all SILC activities; coordination and support to the full SILC; all SILC Committees; making meeting arrangements; taking or ensuring minutes are taken at all meetings; completing any tasks assigned by the SILC; maintaining public awareness materials; attending meetings and functions on the behalf of the SILC; and managing the SILC activities.

The Office of Vocational Rehabilitation (OVR) provides, to the Kentucky SILC, the use of interpreters, access to a Braille, and the use of assistive listening devices. The DSE provides a telephone line, meeting rooms and yearly training to CIL staff and the SILC membership. Other in-kind resources are offered to CILs depending upon need and availability.

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.

**The SILC, in conjunction with the DSE, developed a resource plan for the provision of resources (including staff and personnel) made available through innovation and expansion funds, and from other sources. The resource plan addresses the three years of this SPIL.**

**The funds are used to cover all expenses associated with SILC activities and meetings necessary to carry out the functions of the SILC during the SPIL. These expenses include: reimbursements for SILC member travel;**

**attendant/child care expenses; an honoraria/lost wages up to \$100 for six times during one year; and the salary and fringe benefits of a part-time SILC coordinator. The current resource plan allocates \$65,000 to fund SILC activities from I and E funds. The plan also includes an additional \$40,000 in SGF from DAIL to assist the SILC in funding the SILC Conference and additional innovations.**

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

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

**The SILC reviews the resource plan at each quarterly meeting. The SILC follows the state travel regulations in regards to member reimbursement. The SILC has the responsibility of maintaining their expenditures under the Innovation and Expansion funds, as appropriate by Federal and State law.**

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

**No conditions or requirements are included in the Resource Plan that will compromise the independence of the SILC.**

**While assisting the SILC in carrying out its duties under the SPIL, staff and other personnel assigned to the SILC under the Resource Plan will not be assigned that would create a conflict of interest.**

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

**The SILC will work with the DSE and other applicable agencies and organizations to ensure other resources are utilized prior to, or in the enhancement of, IL funds and DSE funds.**

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 DSE and all other State agencies.

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

**The KY SILC is not established as an entity within any State agency, including the DSE, and is independent of the DSE and all other State agencies. The KY SILC was created by Executive Order of the Governor and affirmed by the 1994 General Assembly. It is now attached to the Department for Aging and Independent Living for fiscal purposes only. The KY SILC operates as a separate entity.**

### 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.

**The Nominating Committee of the KY SILC reviews annually the membership of the Council and terms of the members. Unrepresented and underrepresented groups are identified. The Nominating Committee solicits recommendation for membership from: Centers for Independent Living, Council members, and other disability agencies or groups, the names of individuals to potentially serve on the Council. The individual is contacted and invited to fill out the Boards and Commissions Form, the SILC questionnaire and submit a resume to the Committee. The Committee meets and reviews all of the documents and determines the appropriate composition requirement for the individual to serve. The Nominating Committee reviews each candidate based on a set of criteria in regards to gaps in the membership; geographic, ethnic, gender, disability representation, etc.; and also inquires about the knowledge of the candidate in regards to the IL philosophy and Kentucky IL network prior to making a recommendation to the full SILC for nomination. The Committee brings their nominations to the full SILC for their vote. If approved by the SILC, staff drafts the necessary letter and submits all documents to the Governor’s Office, Boards and Commissions. Pending approval by the Governor’s Office, an Executive Order is issued.**

### 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.
- 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.

**The SILC supervises the part-time SILC Coordinator and directs her activities. The SILC Chairperson maintains regular contact with the DSE about the satisfaction of the SILC with the SILC Coordinator. DSE employees that perform supporting functions for SILC activities are supervised and evaluated within the consistency of state law. No additional assignments are made to DSE staff that would create a conflict of interest with the SILC staff.**

## **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.

**The DSE and CILs seek to hire and maintain personnel who are specialists in the development and provision of IL services and in the development and support of Centers. Position descriptions reflect IL knowledge and experience required as minimum qualifications for each position in the hiring of IL staff. Performance reviews reflect on-going performance in maintaining IL staff.**

**The DSE and CILs promote equal access; therefore, staff are available, to the maximum extent feasible, who are 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 in the native language of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services from the DSE and CILs. The experience of staff and expertise of and resources available**



**to the agencies reflect their ability to communicate effectively with individuals with significant disabilities either applying for or receiving IL services.**

**Both the DSE and CILs have established, and maintain distinct programs of staff development for all staff involved in providing IL services, and where appropriate, in administering the CIL programs and improving the skills of staff directly for the provision of IL services, including knowledge of and practice in the IL philosophy. The DSE, SILC and CILs strive to have a large training event for CIL staff members once per year. The Office for the Blind conducts training for sharing and supporting staff and management involved in the SILS program. The CILs maintain distinct local training of professional development for orienting new staff and a variety of on-going training for existing staff.**

**The DSE and CILs take affirmative action to employ, and advance in employment, qualified individuals with significant disabilities on the same conditions and terms required with the respect to the employment of individuals with disabilities under Section 503 of the Act. The DSUs and CILs are affirmative action employers.**

#### 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.

**The DSE and CIL fiscal principles and policies require fiscal controls and fund accounting procedures that are necessary to ensure the proper disbursement of and accounting for funds made available through Parts B and C of Chapter 1 and Chapter 2 of Title VII of the Act and comply with applicable federal and state fiscal and accounting requirements.**

#### 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.

The DSE and CILs maintain financial records that document and fully disclose the amount, disposition, total cost, other source portion and compliance with Chapters 1 and 2 of Title VII of the Act, the financial assistance received under Parts B and C and other records which the Secretary determines to be appropriate to facilitate an effective audit.

The DSE, in partnership with the KY SILC and CILs, annually submit a 704 Report. The DSE and CILs also provide a Financial Status Reporting Form 269 and will submit any other reports the Secretary determines to be appropriate.

**Additionally, the DSUs and CILs will grant access to the Commissioner and Comptroller General, or any of their duly authorized representatives, all information necessary for the purpose of conducting audits, examinations and compliance reviews regarding state general, Part B and C funding activities.**

#### 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.

The DSE and CILs have programmatic policies in place which describe the eligibility criteria that an individual with a significant disability, as defined in 34 CFR 364.4(b), is eligible for IL services under the CIL programs.

The DSE and CILs make available, to any individual who requests, information about IL services under the CILs programs, and referral information regarding other services and programs for individuals with significant disabilities.

The CILs have programmatic policies in place which describe the eligibility criteria for IL services which are consistent with those specified in 34 CFR 364.40. These policies state that IL services shall not be provided before such criteria are determined to be met, but may be provided at the same time as such criteria are determined to be met. The policies stipulate that supporting documentation for eligibility determination must be signed and dated by the

appropriate staff person.

**The DSE and CILs document eligibility determinations of applicants before providing CIL program services and apply eligibility requirements without regard to age, color, creed, gender, national origin, race, religion or type of disability.**

**The DSE and CILs do not impose any State or local residence requirement to exclude from receiving IL services any individual who is present in the State and who is otherwise eligible for IL services.**

#### 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.

**The DSE and CILs have programmatic policies in place which describe the provision of IL services in accordance with an IL plan, which complies with 34 CFR 364.52, that is mutually agreed upon by the individual with a significant disability and DSE/CIL staff, unless the individual signs a waiver stating that an IL Plan is unnecessary.**

#### 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.

**Individuals seeking or receiving IL services of the CILs programs receive a brochure explaining the purpose of the Client Assistance Program. The brochure is available in accessible formats. The brochure contains the toll free number, address and e-mail address for the Client Assistance Program. The brochure is given to the individual at the initial contact. Copies are also available in the brochure racks of the CILs programs.**

#### 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.

**The DSE and CILs have programmatic policies in place which describe safeguarding the confidentiality of all personal information (including photographs and lists of names) of SILC members, and applicants and recipients of SILS program services, in accordance with the requirements of 34 CFR 364.56(a).**

### **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

**The effectiveness of the SPIL in meeting the objectives established in Section 1 will be periodically evaluated including an evaluation of the satisfaction of individuals with significant disabilities who have participated in the program.**

**At each quarterly meeting of the full SILC, representatives from each CIL address, in their report, the activities and objectives of the SPIL for which the CILs are the lead agency.**

**The goals and objectives of the SPIL will be reviewed and evaluated during at least two quarterly meetings of the full SILC.**

**An annual SPIL comparison is completed for the 704 Report including progress made in achieving the objectives and goals outlined in the most recently approved SPIL.**

**The satisfaction of individuals with disabilities is evaluated by an annual consumer satisfaction survey conducted by the CILs and satellite CILs each April in every year of the SPIL.**

### **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)

**Council members are limited to a \$100 per meeting honorarium up to a \$600 annual limit by state law.**

**Non-profit agencies (Centers for Independent Living) are required to complete an annual filing with the Secretary of State's Office and to file copies of their IRS 990 form with the Attorney General's Office.**

