



*Improving the Lives of Older Adults and People with Disabilities
Through Services, Research, and Education*

September 22, 2020

Shawn Utt
SILC Chair
13 6th Street NE
Pulaski, VA 24301

Dear Mr. Utt:

The Administration for Community Living (ACL) has reviewed and approved the State of Virginia's FY2021- 2023 State Plan for Independent Living (SPIL). In accordance with Title VII, Chapter 1, Section 704(a)(1) of the Rehabilitation Act, as amended, Virginia is eligible to receive FY2021-2023 financial assistance under this chapter.

During the SPIL cycle, the Statewide Independent Living Council, the Designated State Entity, and the Centers for Independent Living are responsible for ensuring that the SPIL assurances and activities are implemented in accordance with the SPIL and all applicable federal requirements.

If you have questions related to your State's SPIL approval, implementation, or amendments during FY2021-2023, contact Program Officer, Regina Blye at 202-795-7374, or Regina.Blye@acl.hhs.gov.

We appreciate your continuing efforts to promote the independent living, empowerment, and community integration of individuals with significant disabilities in your state.

Sincerely,

A handwritten signature in black ink, appearing to read "Julie Hocker".

Julie Hocker
Commissioner
Administration on Disabilities

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

Rehabilitation Act of 1973, as Amended, Chapter 1, Title

VII

**PART B - INDEPENDENT LIVING SERVICES
AND
Part C - Centers for Independent Living**

State:
Virginia

FISCAL YEARS:
**Effective Date: October 1, 2020
through September 30, 2023**

APPROVED BY ACL 9/22/20

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number (OMB 0985-0044). Public reporting burden for this collection of information is estimated to average 240 hours per response, including time for gathering and maintaining the data needed and completing and reviewing the collection of information. The obligation to respond to this collection is required to receive financial assistance (Title VII of the Rehabilitation Act of 1973, as amended).

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

This 2021-2023 Virginia State Plan for Independent Living includes three overarching goals supporting the Council's mission: to increase our members' knowledge, to support the Core Service of Transition, and support the expansion of the Independent Living Network across the Commonwealth. Each of the Goals within this Plan are thoughtfully supported with objectives and activities that have desired outcomes.

The Council, along with stakeholders and consumers have worked to make this Plan achievable and specific, while also planning for emergencies, funding changes, and changes to the network of Centers for Independent Living. This Plan sets forth four priorities, and the order for each, for the use of funds (by funding source; including Part B funds, Part C funds, State funds, and other funds, whether current, increased, or one-time funding and the methodology for distribution of funds) focused on building the capacity of existing Centers and establishing new Centers, and/or increasing the state-wideness of our Network. This Plan also includes necessary objectives and actions to building a diverse Council, representative of the Commonwealth's diverse population. The Virginia Statewide Independent Living Council, along with the Network of Centers, Consumers, and stakeholders recommend the approval of this 2021-2023 State Plan for Independent Living and look forward to investing the time and work to achieving the Plan's stated goals.

Section 1: Goals, Objectives and Activities

1.1 Mission:

Mission of the Independent Living Network and the SPIL.

Mission of the Virginia Statewide Independent Living Council (VASILC):

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

Mission of Virginia Association of Centers for Independent Living (VACIL):

People with disabilities will have a community-based, consumer-directed service delivery system.

Mission of the Department for Aging and Rehabilitative Services (DARS); DSE:

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

1.2 Goals:

Goals of the IL Network for the three-year period of the plan.

Goal I

The Statewide Independent Living Council increases member knowledge.

Goal II

The Center for Independent Living (CIL) Network promotes and implements transition, the fifth core CIL service.

Goal III

The IL network supports the expansion of Independent Living Centers to all geographical areas of the state.

1.3 Objectives

Objectives for the three-year period of the plan – including geographic scope, desired outcomes, target dates, and indicators. Including compatibility with the purpose of Title VII, Chapter 1.

Goal(s) Section 1.2	Objective to be achieved Section 1.3
Goal I	<p>Objective 1.1 - The Council will, at each quarterly meeting, participate in group trainings to better understand Council functions and best practices.</p> <p><u>Measurable Indicators:</u></p> <ul style="list-style-type: none"> *Number of trainings is no less than four per year. *Council members increase personal understanding of IL philosophy, Council operations, and relative governance. <p><u>Geographical Scope:</u> Council</p> <p><u>Part B Funds Allocated:</u> \$1,500 in Years 1, 2, and 3.</p> <p><u>Three Year Performance Target:</u></p> <ul style="list-style-type: none"> • Four trainings in Years 1, 2, and 3 for total of 12 group trainings; all held during Quarterly meetings of the Council. <p><u>Timeframe for interim progress:</u> Quarterly</p> <p><u>Activities:</u></p> <p>Trainings to include, but not limited to:</p> <ul style="list-style-type: none"> • Annual PPR (704) reporting requirements and best practices. • Use of ILRU, APRIL, and NCIL webinars to fill knowledge gaps. • Parliamentary Procedure • Freedom of Information Act and Virginia Freedom of Information Act and Virginia Conflict of Interest Act • Education from CIL Network, community partners, and government entities on issues relating to SILC Mission and IL Philosophy. • Legislative updates • Advocacy training. • Identifying best practices for the VASILC, as well as investigating the development of Ethics Statement to assist Council Members understanding of Council Policies and Procedures, Bylaws, and boundaries. • Individual member trainings, both on personal time and those requested and supported by SILC funds (as available). <p><u>IL Partner(s) Responsible:</u> SILC, CILs, VACIL, DARS, other community partners</p>

<p>Goal I</p>	<p>Objective 1.2 - The Council shall hold at least one meeting per year at a Center for Independent Living to better understand unique needs of Planning Districts.</p> <p><u>Measurable Indicators:</u> <i>*Number of meetings held at a Center for Independent Living. Other modalities of meeting and interacting with CILs may be necessary considerations in instances of disaster or emergency.</i></p> <p><u>Geographical Scope:</u> Statewide</p> <p><u>Part B Funds Allocated:</u> \$2500 in Years 1, 2, and 3.</p> <p><u>Three Year Performance Target:</u></p> <ul style="list-style-type: none"> • At least one meeting per year will be held at a Center for Independent Living. • No less than three meetings, at different Centers for Independent Living, during the three-year cycle. <p><u>Timeframe for interim progress:</u> Annually</p> <p><u>IL Partner(s) Responsible:</u> SILC, CILs, VACIL</p>
<p>Goal I</p>	<p>Objective 1.3 – In order to maintain the highest quality membership, the Council shall appropriately and actively: deliver orientation prior to new members at their first meeting, and mentor all new members for a period of no less than one year.</p> <p><u>Measurable Indicators:</u> <i>*New members receive a standard, up-to-date, orientation prior to attending their first meeting, or before being eligible to vote on Council matters. *New members receive Conflict of Interest Training within 60 days of appointment and before their first meeting. *New members are to be paired with a Mentor. This Mentor should be knowledgeable, in good standing, and, preferably, have served on the Council for at least two years.</i></p> <p><u>Geographical Scope:</u> Statewide.</p> <p><u>Part B Funds Allocated:</u> \$300 in Years 1, 2, and 3.</p> <p><u>Three Year Performance Target:</u></p> <ul style="list-style-type: none"> • One hundred percent (100%) of members receive standard orientation. • One hundred percent of members appointed receive no less than one year of Mentoring. • One hundred percent (100%) of members complete COI training, COI filing, and annual Financial Disclosure requirement. <p><u>Timeframe for interim progress:</u> Annually</p> <p><u>Activities:</u></p> <ul style="list-style-type: none"> • Years 1, 2, 3 – Maintaining up to date training materials and learning modules.

	<p><u>IL Partner(s) Responsible:</u> SILC, VACIL</p> <ul style="list-style-type: none"> • Years 1, 2, 3 – Seeking out educational opportunities and presentations to best suit the needs and requests of Council. <p><u>IL Partner(s) Responsible:</u> SILC</p> <ul style="list-style-type: none"> • Years 1, 2, 3 – Administrator attends events on behalf of the Council, relative to Independent Living, to gather information important to Council Member knowledge. <ul style="list-style-type: none"> • <u>IL Partner(s) Responsible:</u> SILC Years 1, 2, 3 – Administrator matches mentors to mentees based on individual needs, requests, and input from Council. <p><u>IL Partner(s) Responsible:</u> SILC</p>
<p>Goal II</p>	<p>Objective 2.1 - The network of the CILs implements the fifth core service to ensure that people with disabilities have a smooth transition into the community or remain in the community of their choosing.</p> <p><u>Measurable indicators:</u></p> <ul style="list-style-type: none"> *Number of people with disabilities in nursing facilities the CIL had direct contact with *Number of nursing facilities involved in CIL led outreach and training activities *Number of hospital staff responsible for long term care screening involved in CIL led outreach and training activities *Number of preadmission screening team staff involved in CIL led outreach and training activities *Number of high school students involved in CIL led outreach and training activities *Number of youth who have left public education and not yet 25 years of age involved in CIL led outreach and training activities *Number of public school, college, DARS and CSB staff involved in CIL led outreach and training activities <p><i>These Measurable Indicators are to be used in Year 1, and shall be reevaluated annually, or as necessary in emergencies, by VACIL and VASILC for changes. Changes must be made prior to contract renewal.</i></p> <p><u>Geographical Scope:</u> Statewide.</p> <p><u>Part B Funds Allocated:</u> This amount can change with increases/decreases in available funding for CIL contracts; \$399,500 in Years 1, 2, and 3. \$15,000 allocated for Part B Coordination contract in Years 1, 2, and 3. Total for three years = \$1,243,500.</p> <p><u>Three Year Performance Target:</u></p> <ul style="list-style-type: none"> • Part B Funding amounts allocated for CIL contracts: \$399,500 per year, as available, is expended. • Part B Funding amounts allocated for Coordination contract: \$15,000 in

	<p>Years 1, 2 and 3 is expended.</p> <p><u>Timeframe for Interim Progress:</u> Quarterly</p> <p><u>Activities:</u></p> <ul style="list-style-type: none"> • Year 1 - Developing, reviewing and awarding a grant application package and deliverables, e.g., transition from a nursing facility, prevention of entering into a nursing facility, and youth with disabilities transition services, for available Part B IL funding. <u>IL Partner(s) Responsible:</u> DARS, VACIL • Year 1 - Developing a grant application and deliverables to VACIL to coordinate the grant activities of the CILs and provide technical assistance. <u>IL Partner(s) Responsible:</u> DARS • Years 1, 2, 3 – Continue to develop, operationalize, and document best practices regarding Transition. <u>IL Partner(s) Responsible:</u> CILs, VACIL, SILC • Years 1, 2, 3 – Evaluating additional agencies for ex officio appointments, including the Virginia Department of Medical Assistance Services. <u>IL Partner(s) Responsible:</u> SILC
<p>Goal II</p>	<p>Objective 2.2 - Prospective youth with disabilities are identified and targeted for outreach activities concerning the IL movement and philosophy.</p> <p><u>Measurable indicators:</u></p> <ul style="list-style-type: none"> *Number of youth who enroll as a NCIL or APRIL member. *Number of youth who attend the Annual Conference on Independent Living (NCIL or APRIL), as well as VACIL and individual CIL events, trainings, and conferences. <p><u>Geographical Scope:</u> Statewide.</p> <p><u>Part B Funding amounts allocated:</u> \$3,800 in Years 1, 2, 3.</p> <p><u>Three Year Performance Target:</u></p> <ul style="list-style-type: none"> • One hundred percent of allocated Part B funding expended in Years 1, 2, 3 <p><u>Timeframe for Interim Progress:</u> Quarterly. Requests for funding that are \$250.00 or less may be reviewed and decided on by Administrator; all requests over \$250.00 are to be reviewed and decided on by full Council.</p> <p><u>Activities:</u></p> <ul style="list-style-type: none"> • Years 1, 2, 3 - Identifying youth to become National Council on Independent Living (NCIL) or Association of Programs for Rural Independent Living (APRIL) members for one year, up to two youth referred by each CIL, using Part B funds to pay for the memberships. <u>IL Partner(s) Responsible:</u> CILs, SILC • Years 1, 2, 3 - Identifying youth from Virginia to attend the NCIL Conference, APRIL Conference, or VACIL and individual CIL events/trainings.

	<p align="center"><u>IL Partner(s) Responsible: CILs, SILC</u></p>
<p>Goal III</p>	<p>Objective 3.1 - The SILC and the network of the CILs will raise awareness of the IL philosophy and services in geographically unserved and underserved areas.</p> <p><u>Measurable indicators:</u></p> <ul style="list-style-type: none"> *Number of individuals who live in the unserved areas identified to serve as potential SILC members. *Number of nomination forms submitted to the Secretary of the Commonwealth to obtain identified appointments from un/underserved areas. *Number of events attended in un/underserved areas <p><u>Geographical Scope:</u> Statewide, with emphasis in Planning Districts 13, 14, 17 and the lower part of 9.</p> <p><u>Part B funds allocated:</u> \$500 in Years 1, 2, and 3.</p> <p><u>Three Year Performance Target:</u></p> <ul style="list-style-type: none"> • Ten percent (10%) increase in the number of applications for consideration of appointment to the SILC as reported by the Secretary of the Commonwealth. • One hundred percent (100%) funds expended to provide financial support for the VACIL Annual Report. <p><u>Timeframe for Interim Progress:</u> Yearly.</p> <p><u>Activities:</u></p> <ul style="list-style-type: none"> • Years 1, 2, 3 - Providing the content of the SILC website, materials, and brochures in identified languages to ensure diverse recruitment. <u>IL Partner(s) Responsible: SILC</u> • Years 1, 2, 3 - Attending regional events with culturally diverse audiences to provide information about the SILC and general IL philosophy. <u>IL Partner(s) Responsible: SILC</u> • Years 1, 2, 3 - Providing financial support to the Virginia Association of Centers for Independent Living (VACIL) to develop, print, and disseminate their annual report, an outreach tool used to promote the IL philosophy and services. <u>IL Partner(s) Responsible: VACIL, SILC</u> • Years 1, 2, 3 - Pursuing and identifying appointments of potential candidates who reside in unserved/underserved geographical areas. <u>IL Partner(s) Responsible: SILC, VACIL, CILs</u> • Years 1, 2, 3 - Supporting and recommending potential candidates who reside in unserved/underserved geographical areas to the Secretary of the Commonwealth for appointments. <u>IL Partner(s) Responsible: SILC</u>

<p>Goal III</p>	<p>Objective 3.2 - The SILC continues to partner with the consumer-directed CIL, disAbility Resource Center, in order to provide funding for focused guidance and mentoring in the unserved geographical areas of lower Planning District 9 (Counties of Rappahannock, Madison, Culpeper, and Orange).</p> <p><u>Measurable indicators:</u></p> <ul style="list-style-type: none"> *Amount of Part B funds awarded to a CIL. *Quarterly reports of activities from the CIL grantee. *Number of organizations that are equipped to pursue funding at the end of Year 3 to avoid area from becoming unserved again. <p><u>Geographical Scope:</u> The lower part of Planning District 9.</p> <p><u>Part B Funding amounts allocated:</u> \$15,000 in Years 1, 2, and 3.</p> <p><u>Three Year Performance Targets:</u></p> <ul style="list-style-type: none"> • Seventy percent (70%) of the CILs will provide input about unserved planning districts. • One-hundred percent (100%) of Part B budgeted funds (\$45,000) will be expended by Year 3. <p><u>Timeframe for Interim Progress:</u> Quarterly</p> <p><u>Activities:</u></p> <ul style="list-style-type: none"> • Years 1, 2, and 3 - Awarding Part B IL Funds to the grantee quarterly. <u>IL Partner(s) Responsible:</u> SILC, DARS • Year 2 - Awarding the continuation of funds. <u>IL Partner(s) Responsible:</u> SILC, DARS • Years 2, 3 - Receiving ongoing reports from the grantee about progress, barriers, and community stakeholders identified <u>IL Partner(s) Responsible:</u> DARS, SILC, CIL grantee • Year 3 - Ensuring that there is a grassroots organization equipped to pursue local, state and/or federal funding to establish a CIL in the unserved area. <u>IL Partner(s) Responsible:</u> CIL grantee
<p>Goal III</p>	<p>Objective 3.3 - The Virginia SILC and the Centers for Independent Living increase outreach efforts to identified culturally and linguistically diverse populations in their catchment areas.</p> <p><u>Measurable indicators:</u></p> <ul style="list-style-type: none"> *Number of consumers served who self-identify as culturally/linguistically diverse individuals. *Number of CIL staff who self-identify as proficient in languages other than English. *CIL PPR 704 Annual Reporting information. *Number of candidates who identify as minorities, or culturally and/or linguistically diverse, that apply for membership on the VASILC, as reported by the Secretary of the Commonwealth's office.

Geographical Scope: Statewide.

Part B Funds Allocated: \$0

Three Year Performance Target:

- Five percent (5%) increase in number of CIL consumers served who are self-identified as culturally/linguistically diverse individuals.
- Thirty percent (30%) increase in the number of applications for consideration of appointment by minority candidates to the SILC, as reported by the Secretary of the Commonwealth.

Timeframe for Interim Progress: Annually

Activities:

- Years 1, 2, 3 – Evaluating effectiveness of language identification posters in the CIL lobbies to assist in Consumer indication of native, or preferred, language and communication.
IL Partner(s) Responsible: CILs
- Years 1, 2, 3 - Comparing 704 CIL data with regional population statistics to identify populations for outreach.
IL Partner(s) Responsible: SILC, CILs
- Identifying areas of weakness in outreach and possible strategies to strengthen outreach and service to culturally and linguistically diverse populations within the catchment area.
IL Partner(s) Responsible: CILs
- Identifying possible minority and culturally and/or linguistically diverse candidates to serve on the SILC through: networking and advocacy activities by the Council, its Administrator, CIL recommendations, and Secretary of the Commonwealth recommendations.
IL Partner(s) Responsible: SILC
- Years 1, 2, 3 - Providing the content of the SILC website, materials, and brochures in identified languages to ensure diverse recruitment.
IL Partner(s) Responsible: SILC
- Years 1, 2, 3 - Attending regional events with culturally diverse audiences to provide information about the SILC.
IL Partner(s) Responsible: SILC

1.4 Evaluation

Methods and processes the SILC will use to evaluate the effectiveness of the SPIL including timelines and evaluation of satisfaction of individuals with disabilities.

Goal(s) and the related Objective(s) from Section 1	Method that will be used to evaluate
Goal I Goal II Goal III	<p>SPIL Implementation Timeline: One of the methods that the SILC employs to evaluate the effectiveness of the Plan is the SPIL Implementation Timeline, which is developed by the Council, and tracks each goal, objective, and activity. The timeline review is a permanent and central item on the Council agenda. The tracking and progress are documented on a matrix and shared with all SILC members and ex-officio representatives. The timeline specifies dates of reviews over a three-year period, tasks to be completed, and the responsible party/parties.</p>
Goal I Goal II Goal III	<p>CIL Consumer Satisfaction Survey: Surveys are conducted by the funding agency, the Department for Aging and Rehabilitative Services, approximately every few years, or as determined necessary by the IL Staff in cooperation with the CIL Directors. Surveys are typically mailed by the Department and analyzed by the Department’s evaluation staff. The survey will be made available on-line through accessible methods.</p> <p>SILC Consumer Needs and Input surveys: Surveys are conducted by the SILC routinely within any three year SPIL cycle in order to plan each SPIL. This can be a Consumers Needs survey, a Consumer Input survey, or both. The SILC will partner with CILs wherever possible to maximize survey response by CIL Consumers.</p>
Goal I Goal II Goal III	<p>Quarterly Progress Reports: At each quarterly meeting, SILC members will receive updates on ongoing areas of focus in relation to the SPIL. The reports will focus on the overall, statewide progress made toward the SPIL Goals on broad issues such as youth involvement in SPIL activities, policy changes in community integration, and member education opportunities/completed trainings. The results are documented onto work plan matrix, and subsequently included in the 704 Reporting Instrument. These frequent and routine reports help the SILC to build a foundation of consumer needs and issues for the next SPIL cycle, providing the SILC with preliminary findings in which to draft the first SPIL for public commenting and consideration.</p>

<p>Goal I Goal II Goal III</p>	<p>Public input consisting of emails, survey responses, phone calls, and comments at meetings: Public input about the development and progress of the SPIL is accepted at any time, and this statement is posted on the Virginia SILC website. Input can be submitted using a variety of methods (e.g., email, written correspondences, or telephonically), depending on the needs and preferences of the individual. The email address, phone and fax numbers for the SILC Administrator are published and made available to the public. Feedback from the public outside of the regularly scheduled meetings is collected by the Administrator and forwarded to the most appropriate party, Committee, and/or the full Council for further consideration and action.</p>
<p>Goal I Goal II Goal III</p>	<p>Grantee Quarterly Reports: Grant awards will be monitored for measurable outcomes through the grantee quarterly reporting format. Measurable outcomes will be aggregated to assess policy and programmatic changes throughout the State. On a yearly basis, goals, objectives and tasks, as well as grant awards, will be evaluated to ensure that appropriate changes can be made for the following year's tasks, thereby creating continuous monitoring and refining of the Plan. Additionally, the Part B Project Coordinator attends each SILC meeting and provides a progress report on Part B grant activities to the Council. Any questions or concerns about CIL Part B activities are addressed at this time between the SILC and the Coordinator in a proactive manner.</p>

1.5 Financial Plan

Sources, uses of, and efforts to coordinate funding to be used to accomplish the Goals and Objectives. Process for grants/contracts, selection of grantees, and distribution of funds to facilitate effective operations and provision of services.

Fiscal Year(s): 2021, 2022, and 2023 (per year)					
<u>Sources</u>	<u>Projected Funding Amounts and Uses</u>				
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities	Retained by DSE for Administrative costs (applies only to Part B funding)
Title VII Funds					
Chapter 1, Part B (including state	70,117	414,500	0	19,300	0

match)					
Chapter 1, Part C	0	0	1,899,087	0	
Other Federal Funds					
Sec. 101(a)(18) of the Act (Innovation and Expansion)	30,410	0	0	0	
Social Security Reimbursement	0	0	180,402	0	
CARES Act			1,835,669		
Non-Federal Funds					
State Funds	0	0	5,696,858	0	
Other	0	0	0	0	

Description of financial plan narrative:

Part B funds will support SPIL Goals I, II and III, and the specified objectives. Ten percent of Part B funding must be made in match by the DSE; this financial plan reflects 10% of \$458,106 awarded in 2020. The state match is used for the salary of the Administrator. Goal I and its corresponding objectives were developed to strengthen Council member knowledge through specified, targeted, education and opportunities. Goal II provides Centers with funding for each of the seventeen CILs to implement the federally-mandated fifth core service of transition. This mandate was established as a result of the Workforce Innovation and Opportunity Act (WIOA), but there are not sufficient federal funds appropriated to implement the service, which actually has three components. Non-competitive grants to the seventeen CILs, awarded and monitored by the DSE, will total a minimum of \$399,500. The Virginia Association of Centers for Independent Living (VACIL) will be awarded \$15,000 each year to coordinate the transition project by acting as a statewide Part B Coordinator. The role of the VACIL Coordinator is to organize the Part B CIL activities explained in Objective 2.1, specifically by: facilitating monthly conference calls with Part B CIL staff, providing training and technical assistance as needed, facilitating relationships between the CIL network and community and state agency partners, identifying best practices, acting as a mentor to Part B staff, and representing CIL interests on various boards and councils, such as the State Rehabilitation Councils for both DARS and the Department for the Blind and Vision Impaired. Part B Coordination activities will document successes and barriers in implementing the fifth core service through quarterly programmatic reports that are submitted to the SILC and DSE. Federal Part C funds are utilized for the ongoing maintenance of the CILs.

Within Goal II (Objective 2.2), The SILC will support a future generation of IL leaders by providing opportunities for youth with disabilities to become members of the National Council on Independent Living (NCIL) or Association for Programs in Rural Independent Living (APRIL) members. Additionally, the SILC, with recommendations from the CILs, will select youth(s) with disability(s) to attend the NCIL Annual Conference on Independent Living, APRIL

Conference on Independent Living, and/or VACIL and individual Center events and training each year (memberships and conferences/events up to \$3,800/year).

The 2021-2023 SPIL will continue to address the expansion of the CIL network into lower Planning District 9, a geographical region of the state that is currently unserved by a Center. The Council has planned for a total of \$15,000 in Year 1, 2, and 3 to be awarded to disAbility Resource Center by the DSE, using Part B funds, to provide technical assistance and mentoring to a grassroots group in the region. Part B funds will also be utilized to promote the IL philosophy and educate community partners about IL, as a part of its fulfillment of SILC statutory duties, by awarding up to \$500 per year to VACIL towards developing and printing their annual report, as well as the SILC attending events in unserved areas to assist in developing relationships and awareness of IL.

Chapter 2, Older Blind funds, are non-applicable to the SPIL.

The Social Security Reimbursement row has been calculated using only those funds coming to Centers for reimbursement from “Ticket to Work” Services and allowable Representative Payee Services. No pass-thru funds are included in this figure. These amounts represent funds received as reimbursement for completed services in FY19, and can change annually.

In regards to CARES Act funds received in FY20, five of the six Part C Centers will share CARES Act funded provisions (example: necessary PPE) with the eleven (11) non-federally funded Centers. In addition, efforts will be made to make CARES Act funded provisions available to the four unserved areas of the Commonwealth. These funds will be utilized in accordance with the current guidance from ACL (May 4, 2020). ECVN has advised that they will be using all of their CARES Act funding. Further details of CARES Act funding and uses are outlined in Section 3.1 of this Plan.

Section 2: Scope, Extent, and Arrangements of Services

2.1 Services

Services to be provided to persons with disabilities that promote full access to community life including geographic scope, determination of eligibility and statewide access.

Table 2.1A: Independent living services	Provided using Part B (check to indicate yes)	Provided using other funds (check to indicate yes; do not list the other funds)	Entity that provides (specify CIL, DSE, or the other entity)
Core Independent Living Services, as follows:			
- Information and referral	No	Yes	CIL, DSE, SILC
- IL skills training	No	Yes	CIL
- Peer counseling	No	Yes	CIL
- Individual and systems advocacy	No	Yes	CIL
- Transition services including:	Yes	Yes	CIL, DSE
▪ Transition from nursing homes & other institutions			
▪ Diversion from institutions			
▪ Transition of youth (who were eligible for an IEP) to post-secondary life			

Table 2.1A: Independent living services	Provided using Part B (check to indicate yes)	Provided using other funds (check to indicate yes; do not list the other funds)	Entity that provides (specify CIL, DSE, or the other entity)
Counseling services, including psychological, psychotherapeutic, and related services	No	Yes	DSE
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 disabilities) Note: CILs are not allowed to own or operate housing.	No	Yes	CIL, DSE
Rehabilitation technology	No	Yes	DSE
Mobility training	No	Yes	CIL, DSE
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	No	Yes	CIL, DSE
Personal assistance services, including attendant care and the training of personnel providing such services	No	Yes	DSE
Surveys, directories, and other activities to identify appropriate housing, recreation opportunities, and accessible transportation, and other support services	No	Yes	CIL, DSE
Consumer information programs on rehabilitation and IL services available under this Act, especially for minorities and other individuals with disabilities who have traditionally been unserved or underserved by programs under this Act	No	Yes	CIL, DSE
Education and training necessary for living in the community and participating in community activities	Yes	Yes	SILC, CIL, DSE
Supported living	No	Yes	DSE
Transportation, including referral and assistance for such transportation	No	Yes	DSE
Physical rehabilitation	No	Yes	DSE
Therapeutic treatment	No	Yes	DSE

Table 2.1A: Independent living services	Provided using Part B (check to indicate yes)	Provided using other funds (check to indicate yes; do not list the other funds)	Entity that provides (specify CIL, DSE, or the other entity)
Provision of needed prostheses and other appliances and devices	No	Yes	DSE
Individual and group social and recreational services	No	Yes	CIL, DSE
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	Yes	Yes	SILC, CIL, DSE
Services for children	No	Yes	CIL
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 disabilities	No	Yes	CIL, DSE
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future	No	Yes	DSE
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	Yes	Yes	CIL, DSE
Such other services as may be necessary and not inconsistent with the Act	No	Yes	CIL, DSE

2.2 Outreach

Identify steps to be taken regarding statewide outreach to populations that are unserved or underserved by programs that are funded under Title VII, including minority groups and urban and rural populations.

The Virginia SILC and CIL Executive Directors continue discussions about outreach to targeted populations during SPIL Development Meetings which took place regularly beginning in April, 2018. The SILC and CILs identified four areas/populations that will be targeted for CIL programs utilizing these sources: 1) CIL quarterly Part B programmatic reports; 2) CIL annual PPR 704 reports; 3) SPIL 2021-2023 public comment survey; and 4) Ongoing dialogue with consumers, stakeholders and CIL staff. A thorough analysis contributed to identifying these targeted populations beginning in 2015, and in implementing transition: 1) Individuals living in nursing homes or other segregated settings who desire to move to the community (Objective 2.1); 2) Individuals who are diverted from entering a nursing facility by CIL services (Objective

2.1); 3) Youth with disabilities in need of transition services (Objective 2.1 and 2.2), and 4) Minority populations as identified by 704 data (Objectives 3.3).

Identify the geographic areas (i.e., communities) in which the targeted populations reside: Outreach efforts by both the Statewide Independent Living Council and the network of the CILs will continue in the unserved geographical areas of the state. Discussions about those areas have created a stark understanding that limited resources hinder the development of new Centers. These geographical areas are targeted for technical assistance and mentoring through the SILC, the Virginia Association of Centers for Independent Living, and the DSE. Continued resources for grass-roots, consumer-based organization have been identified within the proposed SPIL budget (Objective 3.2). Currently, the unserved counties are:

- 1) Lower part of PLANNING DISTRICT 9: Rappahannock, Culpeper, Madison and Orange Counties.
- 2) PLANNING DISTRICT 14: Buckingham, Cumberland, Amelia, Prince Edward, and Nottoway Counties.
- 3) PLANNING DISTRICT 13: Charlotte, Lunenburg, Halifax, Mecklenburg and Brunswick Counties.
- 4) PLANNING DISTRICT 17: Richmond, Northumberland, and Lancaster Counties.

These outreach plans align with the CIL Expansion Plan detailed further in Section 3.2 of this Plan.

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

Virginia is a geographically and culturally diverse state consisting of distinct urban, suburban and rural regions. Although the overall population of Virginia has grown by less than one percent in each year since 2010, the growth rates between cities and counties are uneven, with more growth taking place in urban areas (Weldon Cooper Center for Public Service Demographics Research Group and 2010 Census).

The Centers for Independent Living have long implemented specific and flexible strategies to address the needs of local populations residing in their respective catchment areas.

The SILC and the CILs recognize that certain ethnic and minority groups may benefit from outreach and education about the IL philosophy and programs. The Hispanic population in Virginia is the fastest-growing minority, while the Asian population is the second (2010 Census). The SILC will continue to conduct a comprehensive analysis of PPR 704 reports completed by Virginia's seventeen CILs and compare with the most recent data (Objective 3.3). Each Center will be asked to identify one minority population in their catchment area and identify strategies specific to serving that population. Data will be continue to be collected and shared for possible replication of best practices. This additional step with Virginia's Network of CILs is necessary due to the large and diverse cultural and linguistic populations.

Strategies for outreach have been written into this SPIL and include use, and evaluation of effectiveness, of language identifier posters in CIL office lobbies for consumers to identify appropriate interpreter needs, as well as continuing to produce CIL and SILC materials in Spanish. Lastly, the Virginia SILC will promote and recommend appointments to the Council and other Virginia Boards and Commissions of individuals with significant disabilities from those targeted minority groups identified by various community partners (Objective 3.3). Under Objective 3.3, the SILC will also support and recommend potential Council members from unserved/underserved geographical areas of the state, continuing its past successful efforts.

2.3 Coordination

Plans for coordination of services and cooperation among programs and organizations that support community life for persons with disabilities.

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

The SILC-DSE working relationship is also effective and mutually supportive. The Commissioner of the DSE is invited to attend quarterly meetings to address the Council, followed by an open discussion session to enhance communication between the entities. The Deputy Commissioner currently serves as the DSE ex officio, bringing a wealth of agency and professional IL knowledge to discussions. These conversations are mutually beneficial in sharing IL issues and concerns, while proactively steering the future of the DSE/SILC partnerships. The Commissioner of DBVI also sends updates to the SILC through that agency's ex officio member. The Director of the Virginia Department for the Deaf and Hard of Hearing also serves as an ex officio, and routinely provides updates and project information. State agency staff, such as the building code official with Department of General Services and the webmaster with DARS, have attended SILC meetings to share information and participate in roundtable discussions about overlapping issues of concern.

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

State Rehabilitation Council of DARS

State Rehabilitation Council of DBVI

Community Integration Implementation Team

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

The Virginia Board for People with Disabilities

Youth Leadership Forum

Regional chapters of the Arc of Virginia

Department for Behavioral Health and Developmental Services Settlement Agreement

Stakeholder Group

Virginia Department of Emergency Management

Virginia Commonwealth University Partnership for People with Disabilities Stakeholder Group

Virginia Interagency Housing Committee

Virginia Housing and Supportive Services Integration Team

To illustrate how major partners in Virginia work together, the DSE, SILC, VACIL, DBVI and other state agencies have provided leadership to implement Virginia's Olmstead Plan and made yearly recommendations to the Governor concerning community integration of individuals with disabilities. VACIL provides continued consultation to the Department for Medical Assistant Services regarding best practices and implementation of transition services and coordination. All collaborative efforts strive to increase community based supports and services that allow people with disabilities to live independently.

Section 3: Network of Centers

3.1 Existing Centers

Current Centers for Independent Living including: legal name; geographic area and counties served; and source(s) of funding. Oversight process, by source of funds (e.g., Part B, Part C, state funds, etc.) and oversight entity.

The existing network consists of seventeen fully functional and compliant CILs and three Satellite CILs covering all but 3 1/2 Planning Districts (PD) in the state. The 17 full-fledged Centers receive State General Funds and Federal Part B Funds. Six of the fifteen Centers also receive Federal Part C Funds. All Centers are actively involved as members of the Virginia Association of Centers for Independent Living, and are valuable partners of the SILC and the DSE. All Virginia CILs work cooperatively to provide a full complement of services and advocacy to consumers in the respective localities.

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

Service areas are based on availability of state and federal Parts B and C dollars, and can be changed within the three-year SPIL cycle. The service areas and demographics for Virginia CILs are listed below. All Centers, including those that are state funded, as well as those that are federally funded, are compliant to Section 725 (b) and (c) of the Act as documented in routine Site Visit Reviews every three years.

In FY20, each of the six Virginia Centers for Independent Living that receive Part C funds were awarded one-time funding in the CARES Act (Coronavirus Aid, Relief, and Economic Security Act). These funds were allocated to the Part C Centers directly from ACL and totaled \$1,835,669. Five of the six Centers receiving funds will be using them in collaboration with the eleven state funded Centers, and partner organizations, to share necessary, purchased provisions on a statewide level, including the four areas not served by a CIL. Endependence Center of Northern Virginia indicates they will be using all of their CARES Act funds within their service area. Any CARES Act funds, or other one-time funds issued, are to be used as prescribed by, and according to, any funder guidelines, specifically the guidance provided on May 4, 2020. The individual CARES Act grant award information is:

Blue Ridge Independent Living Center - \$285,002

Endependence Center, Inc. - \$387,851

Endependence Center of Northern Virginia - \$387,850

Peninsula Center for Independent Living - \$287,851

Resources for Independent Living - \$387,851

Valley Associates for Independent Living - \$99,847

FEDERALLY FUNDED PART C CENTERS FOR INDEPENDENT LIVING

BLUE RIDGE INDEPENDENT LIVING CENTER

SPIL signatory - Yes

Area Served - Cities of Roanoke, Salem, Covington; Counties of Roanoke, Botetourt, Craig, Allegheny

State Funding - Yes

Federal Part C Funding – Yes

CARES Act Funding Received - Yes

Federal Part B Funding – Yes

Oversight Process – Annual PPR

Oversight Entity – ACL

*Estimated Total Population – 277,764

**Estimated Number of People with Disabilities - 31,665

***Number of Consumers served 2019 – 318

ENDEPENDENCE CENTER, INC.

SPIL signatory - Yes

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

State Funding - Yes

Federal Part C Funding – Yes

CARES Act Funding Received - Yes

Federal Part B Funding – Yes

Oversight Process – Annual PPR

Oversight Entity – ACL

Estimated Total Population - 1,252,134

Estimated Number of People with Disabilities – 142,743

Number of Consumers served 2019 - 1,098

ENDEPENDENCE CENTER OF NORTHERN VIRGINIA

SPIL signatory - Yes

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

State Funding – Yes

Federal Part C Funding – Yes

CARES Act Funding Received - Yes

Federal Part B Funding – Yes

Oversight Process – Annual PPR

Oversight Entity – ACL

Estimated Total Population - 2,438,208

Estimated Number of People with Disabilities - 277,956

Number of Consumers served 2019 – 691

PENINSULA CENTER FOR INDEPENDENT LIVING

SPIL signatory - Yes

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

State Funding - Yes

Federal Part C Funding – Yes

CARES Act Funding Received - Yes

Federal Part B Funding – Yes

Oversight Process – Annual PPR

Oversight Entity – ACL

Estimated Total Population – 534,216

Estimated Number of People with Disabilities – 60,901

Number of Consumers served 2019 – 1,361

RESOURCES FOR INDEPENDENT LIVING

SPIL signatory - Yes

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

State Funding - Yes

Federal Part C Funding – Yes

CARES Act Funding Received - Yes

Federal Part B Funding – Yes

Oversight Process – Annual PPR

Oversight Entity – ACL

Estimated Total Population - 1,037,594

Estimated Number of People with Disabilities - 118,286

Number of Consumers served 2019 - 1,009

VALLEY ASSOCIATES FOR INDEPENDENT LIVING

SPIL signatory - Yes

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

State Funding - Yes

Federal Part C Funding – Yes

Cares Act Funding Received - Yes

Federal Part B Funding – Yes

Oversight Process – Annual PPR

Oversight Entity – ACL

Estimated Total Population – 302,140

Estimated Number of People with Disabilities - 34,444

Number of Consumers served 2019 – 527

STATE FUNDED CENTERS FOR INDEPENDENT LIVING **ACCESS INDEPENDENCE**

SPIL signatory - Yes

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

State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – Yes
Oversight Process – Annual PPR; regular site reviews and monitoring by DSE
Oversight Entity – DSE
Estimated Total Population - 238,150
Estimated Number of People with Disabilities - 27,149
Number of consumers served 2019 - 448

APPALACHIAN INDEPENDENCE CENTER

SPIL signatory - Yes
Area Served - Cities of Galax and Bristol; Counties of Washington, Grayson, Smyth, Wythe, Bland, Carroll
State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – Yes
Estimated Total Population – 186,481
Oversight Process – Annual PPR; regular site reviews and monitoring by DSE
Oversight Entity – DSE
Estimated Number of People with Disabilities - 21,259
Number of Consumers served 2019 - 131

CLINCH INDEPENDENT LIVING SERVICES

SPIL signatory - Yes
Area served - City of Grundy; Counties of Dickenson, Buchanan, Russell, Tazewell
State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – Yes
Oversight Process – Annual PPR; regular site reviews and monitoring by DSE
Oversight Entity – DSE
Estimated Total Population - 110,381
Estimated Number of People with Disabilities - 12,583
Number of Consumers served 2015 - 343

disABILITY RESOURCE CENTER

SPIL signatory - No
Area served - City of Fredericksburg; Counties of Caroline, Spotsylvania, Stafford, King George, as well as: lower portion of Planning District 9 (SILC funded project in Counties of: Culpeper, Rappahannock, Orange, and Madison)
State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – Yes
Oversight Process – Annual PPR; regular site reviews and monitoring by DSE
Oversight Entity – DSE
Estimated Total Population – 480,725
Estimated Number of People with Disabilities – 54,803
Number of Consumers served 2019- 807

DISABILITY RIGHTS & RESOURCE CENTER

SPIL signatory - Yes

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

State Funding - Yes

Federal Part C Funding - None

Federal Part B Funding – Yes

Oversight Process – Annual PPR; regular site reviews and monitoring by DSE

Oversight Entity – DSE

Estimated Total Population - 209,536

Estimated Number of People with Disabilities - 23,887

Number of Consumers served 2019- 91

EASTERN SHORE CENTER FOR INDEPENDENT LIVING

SPIL signatory - Yes

Area served - Counties of Accomack, Northampton

State Funding - Yes

Federal Part C Funding - None

Federal Part B Funding – Yes

Oversight Process – Annual PPR; regular site reviews and monitoring by DSE

Oversight Entity – DSE

Estimated Total Population - 44,371

Estimated Number of People with Disabilities - 5,058

Number of Consumers served 2019 - 211

INDEPENDENCE EMPOWERMENT CENTER

SPIL signatory - Yes

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

State Funding - Yes

Federal Part C Funding - None

Federal Part B Funding – Yes

Oversight Process – Annual PPR; regular site reviews and monitoring by DSE

Oversight Entity – DSE

Estimated Total Population – 594,471

Estimated Number of People with Disabilities - 67,770

Number of Consumers served 2019 - 658

INDEPENDENCE RESOURCE CENTER

SPIL signatory - Yes

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

State Funding - Yes

Federal Part C Funding - None

Federal Part B Funding – Yes

Oversight Process – Annual PPR; regular site reviews and monitoring by DSE

Oversight Entity – DSE

Estimated Total Population – 257,452

Estimated Number of People with Disabilities - 29,350

Number of Consumers served 2019 - 318

JUNCTION CENTER FOR INDEPENDENT LIVING

SPIL signatory - Yes

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

State Funding - Yes

Federal Part C Funding - None

Federal Part B Funding – Yes

Oversight Process – Annual PPR; regular site reviews and monitoring by DSE

Oversight Entity – DSE

Estimated Total Population – 87,333

Estimated Number of People with Disabilities – 9,956

Number of Consumers served 2019 - 897

LYNCHBURG AREA CENTER FOR INDEPENDENT LIVING

SPIL signatory - Yes

Area served – City of Lynchburg; Counties of Amherst, Appomattox, Bedford, Campbell

State Funding - Yes

Federal Part C Funding - None

Federal Part B Funding – Yes

Oversight Process – Annual PPR; regular site reviews and monitoring by DSE

Oversight Entity – DSE

Estimated Total Population – 262,428

Estimated Number of People with Disabilities - 29,917

Number of Consumers served 2019 - 528

NEW RIVER VALLEY DISABILITY RESOURCE CENTER

SPIL signatory - Yes

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

State Funding - Yes

Federal Part C Funding - None

Federal Part B Funding – Yes

Oversight Process – Annual PPR; regular site reviews and monitoring by DSE

Oversight Entity – DSE

Estimated Total Population – 184,532

Estimated Number of People with Disabilities – 21,037

Number of Consumers served 2019 - 171

SATELLITE CENTERS FOR INDEPENDENT LIVING

Note: The three Satellite Centers in Virginia are not, at the present time, compliant with Section 725 of the Rehabilitation Act. The long-range goal is for each Satellite Center to break off from the Parent CIL and become an independent CIL, compliant with all Standards and Assurances outlined in the Act.

CRATER DISTRICT CIL SATELLITE (Parent CIL: RIL)

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

State Funding - Yes

Federal Part C Funding - None
Federal Part B Funding – None
Oversight Entity – Resources for Independent Living, Inc.

MIDDLE PENINSULA SATELLITE (Parent CIL: PCIL)

Area served - Counties of Essex, Gloucester, King & Queen, King William, Mathews, Middlesex
State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – None
Oversight Entity: Peninsula Center for Independent Living

LOUDOUN ENDEPENENCE CENTER SATELLITE (Parent CIL: ECVN)

Area served - County of Loudoun
State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – None
Oversight Entity – Endependence Center of Northern Virginia

*Population according to 2019 Population Estimates, Weldon Cooper Center for Public Service Demographics Research Group and 2010 Census

**Disability percentage, all ages, all disabilities, non-institutionalized, male and female, residing in Virginia, according to Disability Statistics = 11.4%

***Number of consumers served according to 2019 PPR 704 Reports

3.2 Expansion and Adjustment of Network

Plan and priorities for use of funds, by funding source, including Part B funds, Part C funds, State funds, and other funds, whether current, increased, or one-time funding and methodology for distribution of funds. Use of funds to build capacity of existing Centers, establish new Centers, and/or increase statewideness of Network.

Priority One – Raise all existing CILs to a minimum of \$387,000, including permanent federal and state funding.

- A. New federal Part C funds would be distributed in the following order:
 - a. according to federal stipulations, if required;
 - b. equally among the CILs that do not meet the \$387,000 threshold, if the CIL becomes a Part C CIL; or
 - c. if the amount of new funding is inadequate to be reasonably provided as described in items a or b above, divide the funds equally among the Part C CILs.
- B. New state funds would be distributed equally among the Virginia CILs, regardless of the \$387,000 threshold defined in this Plan.

Priority Two – Increase the Loudoun and Middle Peninsula satellites base funding to \$75,000 each.

Priority Three – Establish four new satellites with \$75,000 each in the following areas:

- A. Northern Neck (Westmoreland, Richmond, Lancaster, Northumberland)
- B. Southside (Brunswick, Greensville, Halifax, Mecklenburg, Lunenburg, Charlotte)
- C. PD14 (Buckingham, Cumberland, Amelia, Prince Edward and Nottoway)
- D. LowerPD9 (Rappahannock, Culpeper, Orange, Madison)

Priority Four – Establish seven new CILs.

- A. Crater in the counties of Dinwiddie, Prince George, Surry, and Sussex would be the first satellite to become a CIL.
- B. The remaining satellites will move into CIL status be based on the criteria below. If more than one satellite is ready to become a CIL and funding is only available for one CIL, CILs will be established based on the chronological date they were established as a satellite.

New Satellite Criteria:

- 1. Existing CIL willing to sponsor
- 2. Unserved geographical area
- 3. Availability of \$75,000
- 4. Local group ready to be involved with satellite

Existing Satellite Readiness to Become a CIL:

- 1. \$387,000 of local, state or federal funds available
- 2. 501(c)3 organization ready to be established
- 3. Established sole purpose board, consumer controlled, promotes a philosophy of IL cross disability (meeting the federal and state definition of a CIL)
- 4. Local community ready to commit local funds

Minimum funding level for a Center and formula/plan for distribution of funds to bring each Center to the minimum. Exceptions must be explained with sufficient detail:

A minimum funding of \$360,000 was adopted in the 2017-2019 State Plan from a study by the National Council on Independent Living (NCIL) and is now adjusted for 2021-2023 using the Bureau of Labor Statistics consumer price index. Today's prices in 2020 are 7.48% higher than average prices since 2016. The U.S. dollar experienced an average inflation rate of 1.82% per year during this period (2016-2020), meaning the real value of a dollar decreased. In other words, \$360,000 in 2016 is equivalent in purchasing power to about \$386,945.21 in 2020. Virginia recognizes this difference, and finds that the minimum funding level needed for a Center in Virginia is now \$387,000. This number will include both federal and state permanent Independent Living dollars. This level of funding provides the best opportunity for CILs to provide quality, comprehensive services to individuals with disabilities in their home communities.

Action/process for distribution of funds relinquished or removed from a Center and/or if a Center closes:

Any Part B funds distributed, but not used, shall be reimbursed in the amount not used to the SILC, but payable to the DSE for fiscal accounting purposes. All Part B contract payments are contingent on quarterly reports and reported outcomes. Part B payments are only to be made if funds are available. Relinquished or removed funds will go into the SILC resource budget, not to exceed 30% of Part B funding. If Part B relinquishment or removal is in excess, it will then go

towards funding other SPIL Goals, as appropriate and necessary, and only as agreed to by the full Council in a majority vote.

Any State or Part B funds that are relinquished or removed, will be payable to the DSE unless otherwise advised by DSE.

In the event that a Center's operations or physical location must close due to natural disaster or emergency, the Center location may move temporarily. A Center may still provide necessary services to Consumers in alternative methods during times of emergency. All alternative operations must be disclosed to the DSE and SILC prior to taking place, and in accordance with contract deliverables.

If a Center must close temporarily, it may also be necessary that a neighboring Center take over, or assist with, services. In these instances, funding may be diverted to the neighboring Center. This funding diversion must be temporary, formally and specifically requested of DSE, SILC, and ACL (in instances of Part C funding), and mutually agreed to by neighboring Center and Center affected, the funding source(s), DSE, as well as the SILC if Part B funds are diverted.

If a Center must close its office temporarily, but the Center remains operational (example: pandemic or other threat to public safety), the SILC approves all alternative programmatic and operational approaches so long as they meet the needs and safety of the Center staff and Consumers, alike, while also fulfilling SPIL goals and objectives. Changes in programmatic activity may need to be addressed through changes to the quarterly reporting on transition activity. Temporary programmatic changes should be agreed to by VACIL first, and then submitted to the Council for review and documentation of such changes. The SILC also approves diverting funds to neighboring Centers in the instance of an emergency, as well as network collaboration, to ease inequities in service areas. Such collaboration and diversion of funds should be reported to the SILC, and if required, to the funder(s).

If a Center closes permanently, regardless of funding source, Virginia would initiate a competitive Request for Proposals (RFP) process in the same catchment area, taking precedence over current priorities laid out in previously stated priority positions. The notice inviting applications would be made to the appropriate entity (DSE or ACL) and the SILC and DSE would support a qualified proposal in federal and/or state application process.

If a currently funded Part C Center loses funding, due to unforeseen circumstances or non-compliance issues, Virginia would support a competitive RFP process in the same catchment area, taking precedence over current priorities laid out in previously stated priority positions. Notice inviting applications would be made and the SILC and DSE would support a qualified proposal in federal and/or state application process. If there is no qualified proposal, the funds and the service area may be divided amongst one or more neighboring, border, Centers, so long as those Centers indicate that they are willing and able to provide services. The SILC must be advised of any change in service area, as well as any other funder.

Plan/formula for adjusting distribution of funds when cut/reduced:

When Part B funds are cut or reduced, the Council may appropriately adjust the resource budget, the contract payments to the Centers for Transition services, and contract payments for the grassroots effort in Planning District 9.

When state funds are cut, or reduced, the DSE may appropriately adjust the state contract award amounts for each Center.

When federal funds are cut, or reduced, the DSE may appropriately adjust the state fund contract award amounts to ease burden of cut/reduction.

Any changes or adjustments to funding should be made with the input of the network (VACIL, SILC, DSE).

Plan for changes to Center service areas and/or funding levels to accommodate expansion and/or adjustment of the Network:

If lower Planning District 9 receives local or state funding, equal to or greater than the amount the SILC provides, the SILC may re-evaluate whether Part B funds will continue to be used to support the grassroots effort. If it is decided by the Council that the other sources of funding are sufficiently supporting this area and the work intended, the Council may first evaluate the resource budget and evaluate distributing excess funds amongst the Centers equally and take action accordingly.

If a Center is created, or closed, adjustment to network will be made, consistent with the Planning District areas defined in Virginia and within this SPIL. Such changes will be in collaboration with the DSE, CILs, SILC, and all funders.

Plan for one-time funding and/or temporary changes to Center service areas and/or funding levels:

Should additional Part B funds be received, the Council will first look to make sure the resource budget is funded fully at, but not to exceed 30% of total funding. Any additional funds beyond that will then be distributed equally among all Centers' contract amounts for Goal II – Transition services.

Should additional Part C funds above Cost of Living Adjustment (COLA), yet under the \$387,000 minimum, become available (including existing state funds as a part of that total), VACIL will make every attempt to utilize these funds in accordance with the stated priorities. If the available funds are insufficient to reasonably support the stated goals, these funds would then be distributed equally among the existing Part C funded CILs.

Should additional state or local funds become available, those funds are to be delivered and overseen by the DSE. If the funds are below the \$387,000 minimum, the funds will be equally divided between all Centers receiving state funds, unless otherwise directed by the legislation creating the funds or the DSE. Additional state funds may be used to support satellite centers, Centers, or un/underserved areas.

Section 4: Designated State Entity

The Virginia Department for Aging and Rehabilitative Services (DARS) will serve as the entity in Virginia designated to receive, administer, and account for funds made available to the state under Title VII, Chapter 1, Part B of the Act on behalf of the State. *(Sec. 704(c))*

4.1 DSE Responsibilities

- (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, and a program under Part C in a case in which the program is administered by the State under section 723;
- (3) keep such records and afford such access to such records as the Administrator finds to be necessary with respect to the programs;

- (4) submit such additional information or provide such assurances as the Administrator may require with respect to the programs; and
- (5) retain not more than 5 percent of the funds received by the State for any fiscal year under Part B. for the performance of the services outlined in paragraphs (1) through (4).

4.2 Grant Process & Distribution of Funds

Grant processes, policies, and procedures to be followed by the DSE in the awarding of grants of Part B funds.

Independent Living Services, funded by federal Part C and Part B funds, state General Funds, and other federal program funds, are provided by Centers for Independent Living that meet all requirements cited within the Rehabilitation Act.

Through individual award documents and the CIL Policy Manual, and substantiated by regular Site Visits, each of the Centers within Virginia's CIL network is required to meet compliance with the Rehabilitation Act, as amended, Title VII Standards and Assurances, and also Financial Requirements set forth therein (Sec 704(M)(3)). The Centers are also required to meet state regulations and fiscal standards and policies. Additionally, all Centers submit two separate quarterly fiscal reports, one for Part B grants and one for state grants. The Part B fiscal reports are actively monitored by the SILC and DSE. The DSE maintains overall oversight and fiscal control for the Part B grant awarded to Virginia.

Programs funded under Chapter I, Part B are carried out through a grant with each of the 17 Centers for Independent Living, as delineated in Goal II (fifth core service - transition). Part B funds are also granted to the Virginia Association of Centers for Independent Living to coordinate the project by providing technical assistance and support to the CIL staff. Lastly, to grow and expand the CIL network and provide statewide coverage, a Part B grant will be awarded to provide support to a Center for the local grass-roots group in lower Planning District 9. Grants are administrated by the Department for Aging and Rehabilitative Services (DARS). Report data and outcomes are monitored on a quarterly basis by the SILC and the DSE. When carryover funds are present in the second year of any grant period, or in any quarter, those funds are spent first to ensure Part B funds are expended entirely within their two year (federal fiscal year) award period. Carryover still present, and undesignated, at the end of any assigned two year grant period, are to be absorbed by the DSE.

4.3 Oversight Process for Part B Funds

The oversight process to be followed by the DSE.

The DSE maintains overall oversight and fiscal control for the Part B grant awarded to Virginia. This oversight is in accordance with Virginia's procurement procedures and in adherence with all Federal statutes. Through individual award documents and the CIL Policy Manual, and substantiated by regular Site Visits, each of the Centers within Virginia's CIL network is required to meet compliance with the Rehabilitation Act, as amended, Title VII Standards and Assurances, and also Financial Requirements set forth therein (Sec 704(M)(3)). The Centers are also required to meet state fiscal standards and policies. Additionally, all Centers submit two separate quarterly fiscal reports, one for Part B grants and one for state grants. The Part B fiscal reports are actively monitored by the SILC and DSE

4.4 Administration and Staffing

Administrative and staffing support provided by the DSE:

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

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

- Develop Requests for Proposals, grant packages and contracts
- Fiscal Services and budget assistance
- Processing of all bills/reimbursements related to the Council
- Provision of 1 FTE (SILC Administrator). When able, the DSE will also provide part time staff support to the Council Administrator.
- Office space
- Copier equipment, telephones, office furniture, filing cabinets, storage closet, supplies (paper, envelopes, etc.), basic computer software and IT services, video and teleconference calling and equipment, meeting rooms, fax, scanner, internet access, and email
- Publication design services
- Website domain, design, and maintenance assistance
- Document repository for public documents
- Public relations and marketing services for press releases and postings to the DARS Facebook page
- Survey design and analysis, and assistance with building databases

4.5 State Imposed Requirements

State-imposed requirements contained in the provisions of this SPIL including: (45 CFR 1329.17(g))

- State law, regulation, rule, or policy relating to the DSE's administration or operation of IL programs
- Rule or policy implementing any Federal law, regulation, or guideline that is beyond what would be required to comply with 45 CFR 1329
- That limits, expands, or alters requirements for the SPIL

None.

4.6 722 vs. 723 State

Check one:

 722 (if checked, will move to Section 5)
 723 (if checked, will move to Section 4.7)

4.7 723 States

Order of priorities for allocating funds amounts to Centers, agreed upon by the SILC and Centers, and any differences from 45 CFR 1329.21 & 1329.22.

How state policies, practices, and procedures governing the awarding of grants to Centers and oversight of the Centers are consistent with 45 CFR 1329.5, 1329.6, & 1329.22.

Section 5: Statewide Independent Living Council (SILC)

5.1 Establishment of SILC

How the SILC is established and SILC autonomy is assured:

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

51.5-164. Statewide Independent Living Council created.

The Statewide Independent Living Council is hereby created to plan, together with the Department, activities carried out under Title VII of the federal Rehabilitation Act of 1973 (29 U.S.C. 796 et seq.) and to provide advice to the Department regarding such activities.

Membership and duties shall be constructed according to federal provisions. The Department shall provide staff support for the Council.

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

Additionally, the former DSUs, DARS (current DSE) and DBVI, entered into a cooperative agreement in past years that fully supported the necessary autonomy of the SILC as cited and mandated in both state and federal code. Both state agencies recognized that the decision making authority for SILC activities is the responsibility of appointed Council members. DARS and DBVI pledged to partner with the SILC in their mandate as the statewide planning authority for independent living and in its role as an autonomous, freestanding body that controls its own resource plan and programmatic (SPIL) budget. This agreement formally set the course for the full autonomy and independence of the Council which is still honored and respected today by state agencies. With the SILC's autonomy and independence ensured by the two state VR agencies, there are no immediate plans for the SILC to become a non-profit agency. Furthermore, the SILC shall continue to be housed within the DSE, physically and fiscally, during this SPIL.

5.2 SILC Resource plan

Resources (including necessary and sufficient funding, staff/administrative support, and in-kind), by funding source and amount, for SILC to fulfill all duties and authorities:

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

Sources and Amounts (from SILC Resource Plan) - Years 1, 2, and 3:

Title VII Funds, Chapter 1, Part B - \$24,306
Other Federal Funds, Section 101 (a)(18), I&E - \$30,410
Non-Federal Funds, State Funds (Title VII Part B State G/F match) - \$45,811

Process used to develop the Resource Plan:

The 2021-2023 SPIL goals, objectives and activities were developed based on realistic and conservative financial projections. The SILC carefully considered input from the public, the CIL Directors, and CIL staff during SPIL development activities, in light of the current economic climate in the state and nation. The SILC, through the SPIL, will utilize limited funding to continue system change advocacy efforts and to support the required fifth core service. These efforts are already in place within the CIL network and have obviously resulted in positive impacts on the lives of Virginians with disabilities. Based on limited staffing and funding levels, the resource plan is consistent with Virginia's available resources and the SPIL goals/objectives/activities are realistically feasible within the three-year period.

Process for disbursement of funds to facilitate effective operations of SILC:

The SILC determines an annual budget for the resource plan and all programs which are guided through the SPIL, in concert with its CIL partners. Expenditures are paid and tracked through the DSE as the Fiscal Agent. All financial transactions and record-keeping are made in compliance with applicable federal fiscal and accounting requirements, as well as applicable DARS financial policies and procedures. The SILC financial reports and records are subject to audits and compliance reviews, and are reconciled on a monthly basis by the Administrator. The Administrator has the responsibility of obtaining departmental approvals of all resource plan expenditures in advance. Invoices are paid within 30 days of receipt. The SILC Executive Committee and full Council monitor the resource plan and programmatic budgets through quarterly reports which are presented at the SILC meetings. Grants and contracts are made according to the SPIL and are monitored by both the SILC and the DSE. All Virginia SILC meetings are open to the public and the corresponding supporting documents are available for the public's review. Comments from the public about any budgetary or spending concerns are taken and considered.

Justification if more than 30% of the Part B appropriation is to be used for the SILC Resource Plan.

No more than 30% of Part B funds will be used for the SILC Resource fund.

5.3 Maintenance of SILC

How State will maintain SILC over the course of the SPIL:

Members of the Council are appointed by the Governor of Virginia. The SILC and the DSE recommend nominees to the Secretary of the Commonwealth for the Governor to consider for appointment as vacancies occur. These recommendations are based upon membership and composition requirements defined in Title VII of the Rehabilitation Act, as amended by WIOA. The CILs remain active in recruiting for the SILC as well, especially reaching out to new and former board members. Other recommendations for appointments to the Council may be made from independent sources.

Yearly board profiles are submitted to the Secretary of the Commonwealth and contain detailed updates about membership composition and other pertinent matters. Once the appointment is

confirmed, a new member receives a comprehensive policy and procedures manual and attends an orientation session prior to voting at the first meeting. Existing members serve as mentors to assist in further developing a new member's qualifications. The SILC Administrator also keeps in frequent contact with new members to ensure that they understand the material and to answer any pertinent questions. One Virginia SILC member is a CIL Director nominated by the Virginia Association of Centers for Independent Living, and three members serve as non-voting, state agency representatives, including the DSE.

The Chair, Vice Chair, Secretary, and Treasurer of the Council are elected by the membership for a one-year term with a limit of two terms, unless special circumstances are identified to allow more than two years. Special circumstances include, but are not limited to: inability for other members to serve, inability to identify candidates willing to serve, instances of emergency making a change in service disruptive or disadvantageous. Council members are appointed for a three-year term with the possibility of reappointment to a second three year term. No member may serve more than two consecutive terms. This process is outlined within the bylaws of the Virginia SILC.

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

Any administrative support position is also a state employee, and all personnel rules and evaluation processes apply. Oversight, maintenance and evaluations are conducted by the Administrator.

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

Section 6: Legal Basis and Certifications

6.1 Designated State Entity (DSE)

6.2 The state entity/agency designated to receive and distribute funding, as directed by the SPIL, under Title VII, Part B of the Act is the Virginia Department for Aging and Rehabilitative Services.

Authorized representative of the DSE Kathryn A. Hayfield
Title Commissioner.

6.3 Statewide Independent Living Council (SILC)

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 the Virginia Statewide Independent Living Council.

6.4 Centers for Independent Living (CILs)

The Centers for Independent Living (CILs) eligible to sign the SPIL, a minimum of 51% whom must sign prior to submission, are:

- Access Independence
- Appalachian Independence Center
- Blue Ridge Independent Living Center
- Clinch Independent Living Services
- disAbility Resource Center
- Disability Rights and Resource Center
- Eastern Shore Center for Independent Living
- Endeppence Center, Inc.
- Endeppence Center of Northern Virginia
- Independence Empowerment Center
- Independence Resource Center
- Junction Center for Independent Living
- Lynchburg Area Center for Independent Living
- New River Valley Disability Resource Center
- Peninsula Center for Independent Living
- Resources for Independent Living, Inc.
- Valley Associates for Independent Living

6.4 Authorizations

6.4.a. The SILC is authorized to submit the SPIL to the Independent Living Administration, Administration for Community Living. YES (Yes/No)

6.4.b. The SILC and CILs may legally carryout each provision of the SPIL. YES (Yes/No)

6.4.c. State/DSE operation and administration of the program is authorized by the SPIL. YES (Yes/No)

Section 7: DSE Assurances

Kathryn A. Hayfield, Commissioner, acting on behalf of the DSE Virginia Department for Aging and Rehabilitative Services located at 8004 Franklin Farms Dr., Henrico, Virginia 23229; (804) 662-7010; kathryn.hayfield@dars.virginia.gov *45 CFR 1329.11* assures that:

7.1. The DSE acknowledges its role on behalf of the State, as the fiscal intermediary to receive, account for, and disburse funds received by the State to support Independent Living Services in the State based on the plan;

- 7.2. The DSE will assure that the agency keeps appropriate records, in accordance with federal and state law, and provides access to records by the federal funding agency upon request;
- 7.3. The DSE will not retain more than 5 percent of the funds received by the State for any fiscal year under Part B for administrative expenses;¹
- 7.4. The DSE assures that the SILC is established as an autonomous entity within the State as required in *45 CFR 1329.14*;
- 7.5. The DSE will not interfere with the business or operations of the SILC that include but are not limited to:
 1. Expenditure of federal funds
 2. Meeting schedules and agendas
 3. SILC board business
 4. Voting actions of the SILC board
 5. Personnel actions
 6. Allowable travel
 7. Trainings
- 7.6. The DSE will abide by SILC determination of whether the SILC wants to utilize DSE staff:
 1. If the SILC informs the DSE that the SILC wants to utilize DSE staff, the DSE assures that management of such staff with regard to activities and functions performed for the SILC is the sole responsibility of the SILC in accordance with Sec. 705(e)(3) of the Act (Sec. 705(e)(3), 29 U.S.C.796d(e)(3)).
- 7.7. The DSE will fully cooperate with the SILC in the nomination and appointment process for the SILC in the State;
- 7.8. The DSE shall make timely and prompt payments to Part B funded SILCs and CILs:
 1. When the reimbursement method is used, the DSE must make a payment within 30 calendar days after receipt of the billing, unless the agency or pass-through entity reasonably believes the request to be improper;
 2. When necessary, the DSE will advance payments to Part B funded SILCs and CILs to cover its estimated disbursement needs for an initial period generally geared to the mutually agreed upon disbursing cycle; and
 3. The DSE will accept requests for advance payments and reimbursements at least monthly when electronic fund transfers are not used, and as often as necessary when electronic fund transfers are used, in accordance with the provisions of the Electronic Fund Transfer Act (15 U.S.C. 1693-1693r).

The signature below indicates this entity/agency's agreement to: serve as the DSE and fulfill all the responsibilities in Sec. 704(c) of the Act; affirm the State will comply with the aforementioned assurances during the three-year period of this SPIL; and develop, with the SILC, and ensure that the SILC resource plan is necessary and sufficient (in compliance with

section 8, indicator (6) below) for the SILC to fulfill its statutory duties and authorities under Sec. 705(c) of the Act, consistent with the approved SPIL.¹

Kathryn A. Hayfield, Commissioner; Virginia Department for Aging and Rehabilitative Services

Name and Title of DSE director/authorized representative

Kathryn Hayfield (signature sent as PDF)

June 16, 2020

Signature

Date

Electronic signature may be used for the purposes of submission, but hard copy of signature must be kept on file by the SILC.

Section 8: Statewide Independent Living Council (SILC) Assurances and Indicators of Minimum Compliance

8.1 Assurances

Shawn Utt, Chairperson, acting on behalf of the Virginia Statewide Independent Living Council located at 8004 Franklin Farms Dr., Henrico, Virginia 23229; telephone: (804)663-7817; email: sutt@pulaskitown.org 45 CFR 1329.14 assures that:

- (1) The SILC regularly (not less than annually) provides the appointing authority recommendations for eligible appointments;
- (2) The SILC is composed of the requisite members set forth in the Act;¹
- (3) The SILC terms of appointment adhere to the Act;¹
- (4) The SILC is not established as an entity within a State agency in accordance with 45 CFR Sec. 1329.14(b);
- (5) The SILC will make the determination of whether it wants to utilize DSE staff to carry out the functions of the SILC;
 - a. The SILC must inform the DSE if it chooses to utilize DSE staff;
 - b. The SILC assumes management and responsibility of such staff with regard to activities and functions performed for the SILC in accordance with the Act.¹
- (6) The SILC shall ensure all program activities are accessible to people with disabilities;
- (7) The State Plan shall provide assurances that the designated State entity, any other agency, office, or entity of the State will not interfere with operations of the SILC, except as provided by law and regulation and;
- (8) The SILC actively consults with unserved and underserved populations in urban and rural areas that include, indigenous populations as appropriate for State Plan development as described in Sec. 713(b)(7) the Act regarding Authorized Uses of Funds.¹

Section 8.2 Indicators of Minimum Compliance

Indicators of minimum compliance for Statewide Independent Living Councils (SILC) as required by the Rehabilitation Act (Section 706(b), 29 U.S.C. Sec 796d-1(b)), as amended and supported by 45 CFR 1329.14-1329.16; and Assurances for Designated State Entities (DSE) as permitted by Section 704(c)(4) of the Rehabilitation Act (29 U.S.C. Sec. 796c(c)(4)), as amended.

(a) STATEWIDE INDEPENDENT LIVING COUNCIL INDICATORS. –

(1) SILC written policies and procedures must include:

- a. A method for recruiting members, reviewing applications, and regularly providing recommendations for eligible appointments to the appointing authority;
 - b. A method for identifying and resolving actual or potential disputes and conflicts of interest that are in compliance with State and federal law;
 - c. A process to hold public meetings and meet regularly as prescribed in 45 CFR 1329.15(a)(3);
 - d. A process and timelines for advance notice to the public of SILC meetings in compliance with State and federal law and 45 CFR 1329.15(a)(3);
 - e. A process and timeline for advance notice to the public for SILC “Executive Session” meetings, that are closed to the public, that follow applicable federal and State laws;
 - i. “Executive Session” meetings should be rare and only take place to discuss confidential SILC issues such as but not limited to staffing.
 - ii. Agendas for “Executive Session” meetings must be made available to the public, although personal identifiable information regarding SILC staff shall not be included;
 - f. A process and timelines for the public to request reasonable accommodations to participate during a public Council meeting;
 - g. A method for developing, seeking and incorporating public input into, monitoring, reviewing and evaluating implementation of the State Plan as required in 45 CFR 1329.17; and
 - h. A process to verify centers for independent living are eligible to sign the State Plan in compliance with 45 CFR 1329.17(d)(2)(iii).
- (2) The SILC maintains regular communication with the appointing authority to ensure efficiency and timeliness of the appointment process.
- (3) The SILC maintains individual training plans for members that adhere to the SILC Training and Technical Assistance Center’s SILC training curriculum.
- (4) The SILC receives public input into the development of the State Plan for Independent Living in accordance with 45 CFR 1329.17(f) ensuring:
- a. Adequate documentation of the State Plan development process, including but not limited to, a written process setting forth how input will be gathered from the

state's centers for independent living and individuals with disabilities throughout the state, and the process for how the information collected is considered.

- b. All meetings regarding State Plan development and review are open to the public and provides advance notice of such meetings in accordance with existing State and federal laws and 45 CFR 1329.17(f)(2)(i)-(ii);
 - c. Meetings seeking public input regarding the State Plan provides advance notice of such meetings in accordance with existing State and federal laws, and 45 CFR 1329.17(f)(2)(i);
 - d. Public meeting locations, where public input is being taken, are accessible to all people with disabilities, including, but not limited to:
 - i. proximity to public transportation,
 - ii. physical accessibility, and
 - iii. effective communication and accommodations that include auxiliary aids and services, necessary to make the meeting accessible to all people with disabilities.
 - e. Materials available electronically must be 508 compliant and, upon request, available in alternative and accessible format including other commonly spoken languages.
- (5) The SILC monitors, reviews and evaluates the State Plan in accordance with 45 CFR 1329.15(a)(2) ensuring:
- a. Timely identification of revisions needed due to any material change in State law, state organization, policy or agency operations that affect the administration of the State Plan approved by the Administration for Community Living.
- (6) The SILC State Plan resource plan includes:
- a. Sufficient funds received from:
 - i. Title VII, Part B funds;
 - 1. If the resource plan includes Title VII, Part B funds, the State Plan provides justification of the percentage of Part B funds to be used if the percentage exceeds 30 percent of Title VII, Part B funds received by the State;
 - ii. Funds for innovation and expansion activities under Sec. 101(a)(18) of the Act, 29 U.S.C. Sec. 721(a)(18), as applicable;
 - iii. Other public and private sources.
 - b. The funds needed to support:
 - i. Staff/personnel;
 - ii. Operating expenses;
 - iii. Council compensation and expenses;
 - iv. Meeting expenses including meeting space, alternate formats, interpreters, and other accommodations;

- v. Resources to attend and/or secure training and conferences for staff and council members and;
- vi. Other costs as appropriate.

The signature below indicates the SILC’s agreement to comply with the aforementioned assurances and indicators:

Shawn Utt

 Name of SILC chairperson

Shawn Utt (Signature sent as PDF) _____ June 15, 2020
 Signature _____ Date

Electronic signature may be used for the purposes of submission, but hard copy of signature must be kept on file by the SILC.

Section 9: Signatures

The signatures below are of the SILC chairperson and at least 51 percent of the directors of the centers for independent living listed in section 6.3. These signatures indicate that the Virginia Statewide Independent Living Council and the centers for independent living in the state agree with and intend to fully implement this SPIL’s content. These signatures also indicate that this SPIL is complete and ready for submission to the Independent Living Administration, Administration for Community Living, U.S. Department of Health and Human Services.

The effective date of this SPIL is October 1, 2020 (year)

Shawn Utt (Signature sent as PDF) _____ June 15, 2020
 SIGNATURE OF SILC CHAIRPERSON _____ DATE

Shawn Utt

 NAME OF SILC CHAIRPERSON

Electronic signatures may be used for the purposes of submission, but hard copy of signature must be kept on file by the SILC.

CIL signatory pages sent to ACL as PDF; hard copy maintained on file with Administrator to Virginia SILC.