

10-1-2016

# State Plan for Independent Living : Fiscal Years 2017-2019

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State: MAINE

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

**Chapter 1, Title VII of the Rehabilitation Act of 1973,  
as Amended**

**STATE INDEPENDENT LIVING SERVICES (SILS) PROGRAM  
PART B**

**CENTERS FOR INDEPENDENT LIVING (CIL) PROGRAM  
PART C**

**FISCAL YEARS 2017 - 2019**

Effective Date: October 1, 2016

OMB NUMBER: 1820-0527

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## PART I: Assurances

State of: Maine

### Section 1: Legal Basis and Certifications

- 1.1 The designated State unit (DSU) eligible to submit the State Plan for Independent Living (SPIL or the plan) and authorized under State law to perform the functions of the State under the State Independent Living Services (SILS) and Centers for Independent Living (CIL) programs is Division of Vocational Rehabilitation. 34 CFR 76.104(a)(1) and (2); 34 CFR 364.22(a)  
Yes
- 1.2 The separate State agency eligible to submit the plan and authorized under State law to provide vocational rehabilitation (VR) services to individuals who are blind is The Division of the Blind and Visually Impaired. 34 CFR 76.104(a)(1) and (2); 34 CFR 364.20(d) and 364.22(c)  
Yes
- 1.3 The Statewide Independent Living Council (SILC) that meets the requirements of section 705 of the Act and is authorized to perform the functions outlined in section 705(c) of the Act in the State is the Maine Statewide Independent Living Council (Maine SILC). 34 CFR 364.21(a)  
Yes
- 1.4 The DSU and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, and the SILC are authorized to jointly develop, sign and submit this SPIL on behalf of the State, and have adopted or otherwise formally approved the SPIL. 34 CFR 76.104(a)(7); 34 CFR 364.20(c) and (d)  
Yes
- 1.5 The DSU, and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, may legally carry out each provision of the plan and will comply with all applicable Federal statutes and regulations in effect with respect to the three-year period it receives funding under the SPIL. 34 CFR 76.104; 34 CFR 80.11(c)  
Yes
- 1.6 The SPIL is the basis for State operation and administration of the program. All provisions of the SPIL are consistent with State law. 34 CFR 76.104(a)(4) and (8)  
Yes
- 1.7 The representative of the DSU and, if applicable, of the separate State agency authorized to provide VR services to individuals who are blind, who has the authority under State law to receive, hold, and disburse Federal funds made available under the SPIL and to submit the SPIL jointly with the SILC chairperson is Elizabeth Hopkins, Director, Division of Vocational Rehabilitation and Harold Lewis, Acting Director, Division for the Blind and Visually Impaired. 34 CFR 76.104(a)(5) and (6)

## Section 2: SPIL Development

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

- the provision of State independent living services;
- the development and support of a statewide network of centers for independent living; and
- working relationships between programs providing independent living services and independent living centers, the vocational rehabilitation program established under title I, and other programs providing services for individuals with disabilities. *34 CFR 364.20(f)*

*Yes*

2.2 The DSU and SILC conduct public meetings to provide all segments of the public, including interested groups, organizations and individuals, an opportunity to comment on the State plan prior to its submission to the Commissioner and on any revisions to the approved State plan. *34 CFR 364.20(g)(1)*

*Yes*

2.3 The DSU and SILC establish and maintain a written description of procedures for conducting public meetings in accordance with the following requirements. The DSU and SILC shall provide:

- appropriate and sufficient notice of the public meetings (that is, at least 30 days prior to the public meeting through various media available to the general public, such as newspapers and public service announcements, and through specific contacts with appropriate constituency groups and organizations identified by the DSU and SILC);
- reasonable accommodation to individuals with disabilities who rely on alternative modes of communication in the conduct of the public meetings, including providing sign language interpreters and audio-loops; and
- public meeting notices, written material provided prior to or at the public meetings, and the approved State plan in accessible formats for individuals who rely on alternative modes of communication. *34 CFR 364.20(g)(2)*

*Yes*

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

*Yes*

2.5 The DSU will seek to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under a project funded under chapter 2 of title VII of the Act and that the DSU determines to be effective. *34 CFR 364.28*

*Yes*

2.6 The DSU and SILC actively consult, as appropriate, in the development of the State plan with the director of the Client Assistance Program (CAP) authorized under section 112 of the Act. *34 CFR 364.20(e)*

*Yes*

### **Section 3: Independent Living Services**

3.1 The State, directly or through grants or contracts, will provide IL services with Federal, State, or other funds. *34 CFR 364.43(b)*

*Yes*

3.2 Independent living services shall be provided to individuals with significant disabilities in accordance with an independent living plan mutually agreed upon by an appropriate staff member of the service provider and the individual, unless the individual signs a waiver stating that such a plan is unnecessary. *34 CFR 364.43(c)*

*Yes*

3.3 All service providers will use formats that are accessible to notify individuals seeking or receiving IL services under chapter 1 of title VII about:

- the availability of the CAP authorized by section 112 of the Act;
- the purposes of the services provided under the CAP; and
- how to contact the CAP. *34 CFR 364.30.*

*Yes*

3.4 Participating service providers meet all applicable State licensure or certification requirements. *34 CFR 365.31(c)*

*Yes*

### **Section 4: Eligibility**

4.1 Any individual with a significant disability, as defined in 34 CFR 364.4(b), is eligible for IL services under the SILS and CIL programs authorized under chapter 1 of title VII of the Act. Any individual may seek information about IL services under these programs and request referral to other services and programs for individuals with significant disabilities, as appropriate. The determination of an individual's eligibility for IL services under the SILS and CIL programs meets the requirements of 34 CFR 364.51. *34 CFR 364.40(a), (b) and (c)*

*Yes*

4.2 Service providers apply eligibility requirements without regard to age, color, creed, gender, national origin, race, religion or type of significant disability of the individual applying for IL services. *34 CFR 364.41(a)*

*Yes*

4.3 Service providers do not impose any State or local residence requirement that excludes any individual who is present in the State and who is otherwise eligible for IL services from receiving IL services. *34 CFR 364.41(b)*

*Yes*

## **Section 5: Staffing Requirements**

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

*Yes*

5.2 To the maximum extent feasible, a service provider makes available personnel able to communicate:

- with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication devices, Braille or audio tapes, and who apply for or receive IL services under title VII of the Act; and
- in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act. *34 CFR 364.23(b)*

*Yes*

5.3 Service providers establish and maintain a program of staff development for all classes of positions involved in providing IL services and, if appropriate, in administering the CIL program. The staff development programs emphasize improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy. *34 CFR 364.24*

*Yes*

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

*Yes*

## **Section 6: Fiscal Control and Fund Accounting**

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

*Yes*

## **Section 7: Recordkeeping, Access and Reporting**

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

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

*Yes*

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

*Yes*

7.3 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will provide access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, to the records listed in 34 CFR 364.37 for the purpose of conducting audits, examinations, and compliance reviews. *34 CFR 364.37*

*Yes*

## **Section 8: Protection, Use, and Release of Personal Information**

8.1 Each service provider will adopt and implement policies and procedures to safeguard the confidentiality of all personal information, including photographs and lists of names in accordance with the requirements of 34 CFR 364.56(a)(1-6). *34 CFR 364.56(a)*

*Yes*

## **Section 9: Signatures**

After having carefully reviewed all of the assurances in sections 1 - 8 of this SPIL, the undersigned hereby affirm that the State of Maine is in compliance and will remain in compliance with the aforementioned assurances during 2017 - 2019 (specify the three-year period covered by this SPIL).

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



**Section 9: Signatures**

After having carefully reviewed all of the assurances in sections 1 - 8 of this SPIL, the undersigned hereby affirm that the State of *Maine* is in compliance and will remain in compliance with the aforementioned assurances during *2017 - 2019* (specify the three-year period covered by this SPIL).

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

*Mel Clarrage* 6-29-16  
SIGNATURE OF SILC CHAIRPERSON DATE

Mel Clarrage, Maine SILC Chair

NAME OF SILC CHAIRPERSON

*Dennis Fitzgibbons* 6-29-16  
SIGNATURE OF CIL REPRESENTATIVE DATE

Dennis Fitzgibbons, Executive Director Alpha One

NAME AND TITLE OF CIL REPRESENTATIVE

*Betsy Hopkins* 6/29/16  
SIGNATURE OF DSE DIRECTOR DATE

Betsy Hopkins, Director Division of Vocational Rehabilitation

NAME AND TITLE OF DSE DIRECTOR

## **Part II: Narrative**

### **Section 1: Goals, Objectives and Activities**

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

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

##### Missions

##### Maine Statewide Independent Living Council (SILC) Mission:

*“The Statewide Independent Living Council (SILC) is dedicated to ensuring that citizens with disabilities have control over their lives and environments, and equal access to options, opportunities and choices as do all citizens.”*

*\* The SILC seeks to reach these goals by influencing public policy and supporting local opportunities for all citizens with disabilities to live independently in their chosen communities; regardless of their disabilities, and in all facets of their lives.*

*\* The SILC also recognizes the need for supporting the Independent Living goals and addressing the needs of citizens regardless of their disabilities, while they work towards community-based independent living.*

##### The Mission/Vision of Alpha One (CIL):

*“Moving people with disabilities from dependence to self-reliance”*

*Alpha One is Maine’s Center for Independent Living (CIL). Established in 1978, Alpha One is a private non-profit organization that operates Statewide with three offices in South Portland, Bangor, and Presque Isle.*

*For 38 year,s Alpha One has striven to provide disability knowledge, services, and resources. Operated by and for people with disabilities, Alpha One is committed to a vision of independence, choice, and personal responsibility serving people of all ages and disabilities – physical, mental, cognitive, sensory, and multiple.*

*Alpha One celebrates the possible and supports the aspirations of all people with a disability. For us, Independent Living means people with a disability will live just like everyone else, having opportunities to make decisions about one’s life, pursuing activities of one’s choosing free of any arbitrary constraints created intentionally or unintentionally in the environment.*

*The Bureau of Rehabilitation Services (BRS) in Maine Mission:*

*"The Bureau of Rehabilitation Services works to bring about full access to employment, independence and community integration for people with disabilities."*

*The Division of Vocational Rehabilitation (DVR) and the Division for the Blind and Visually Impaired (DBVI) are housed within the Bureau of Rehabilitation Services.*

*The Division for the Blind and Visually Impaired (DBVI) oversees programs that provide opportunities to individuals who are blind or visually impaired to live more independently in their homes and communities. Some of the specialized services such as Orientation and Mobility, Vision Rehabilitation Therapy, Functional Vision Assessments, Assistive Technology training, and skilled interventions are life changing events for those who participate in our programs.*

*DBVI provides Independent Living services that are directly aligned with some of the core areas identified by the Maine Statewide Independent Living Council (SILC). Two of these areas are: Community Living and Assistive Technology. DBVI recognizes the importance of individuals exercising their right to be fully involved in their communities, live in homes and residences of their choice, and be independent in activities that provide meaning and fulfillment to their lives. This fundamental belief sets a foundation for DBVI programs and services in the areas of education, vocational rehabilitation, and independent living.*

*In more recent years, individuals who are eligible for Independent Living services are much more interested in and capable of using technology such as smart phones, computers, and other devices that give individuals many more options to reach various levels of independence in all areas of their lives. As a result, the agency has invested resources into equipping those who provide instruction to clients/customers. For example, Orientation and Mobility instructors have State-issued iPhones and are allowed to download apps that will benefit clients in terms of individualized programming and reaching their goals. In addition, Vision Rehabilitation Therapists are expected to demonstrate entry level awareness of computerized assistive technology that is available for people who are blind or visually impaired. DBVI also contracts with providers who have expertise needed to assist clients in the achievement of their goals.*

*DBVI will continue to utilize its resources and expertise to provide information to those seeking information about the loss of vision, and services to those who need a comprehensive program with services to become or remain independent in various areas of their lives.*

*Goals*

*Maine SILC has made great strides in increasing its capacity over the last three years. The SILC hired a part-time Executive Director who has been instrumental in increasing both SILC membership and collaboration with new partner organizations and agencies. The SILC was honored to accept two awards: Circle of Support award from the Consumer Council System of Maine and the Legislative Award from the Maine Association of Community Service Providers.*

*The SILC hosted public forums and focus groups throughout the State to gather input from consumers while also forming a SPIL Workgroup that reviewed and analyzed over twenty reports – many representing input from those with disabilities through needs assessments and satisfaction measures – on issues that Maine people with disabilities must navigate to reach independence. Through input from consumers and research, the SILC has added new goal areas in transition youth, AT/IT, and employment.*

*Despite a great three-year growth period, the SILC continues to lack the resources needed to effectively meet its goals. Maine is a vastly rural state which makes it costly and difficult to provide services and engage people in the outlying areas. Maine SILC members provide thousands of dollars of in-kind contributions to the Council by paying for their own travel to meetings and events, and by spending countless hours working to improve the lives of Maine people with disabilities. Through the changes in WIOA, the Maine SILC will vigorously seek funding through grants, foundation supports, and other avenues in addition to working with the DSE and CIL (Alpha One) to access the funding needed to achieve the SPIL goals and objectives.*

*Specific areas of attention to advance independent living are:*

- 1. Organizational Capacity of SILC: Increase the capacity of the Maine SILC*
- 2. Transition Youth: Participate in activities to improve post-high school outcomes for Maine students with disabilities who are transition-age youth **NEW***
- 3. Transition from Institutions: Engage in activities to ensure resources to support transition to community living*
- 4. Transportation: Collaborate to improve access to transportation for people with disabilities*
- 5. Housing: Promote increased housing opportunities for people with disabilities in accessible, affordable, integrated settings*
- 6. Community-Based Living: Promote and advocate for more options in least restrictive settings for people with disabilities*
- 7. Economic Self-Sufficiency: Support and advocate for increased resources/services to support economic self-sufficiency of Maine people with disabilities*
- 8. AT/IT: Improve access for people with disabilities to AT/IT to increase independence **NEW***
- 9. Emergency Planning and Preparedness: Increase SILC's input/influence on the State Emergency Planning and Preparedness process*
- 10. Employment: Advocate and collaborate to expand capacity for Maine people with disabilities to find, maintain, and advance in employment **NEW***

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

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

*(A list of referenced entities for partnership/collaboration and their acronyms follows the*

Objectives chart.)

Please Note: All indications of “other stakeholders” and “stakeholder groups” refers to individuals with disabilities not on the SILC and existing community/advocacy groups, respectively

Goal	Objectives (Action Areas)	Measurable Indicators (SILC Activities)	Target Dates (for SPIL)	Responsible Entity
<b>I. CAPACITY BUILDING – Increase organizational capacity of Maine SILC</b>	A. Increase Executive Director (ED) position to full-time (40 hr.)	1) Secure funding in SPIL Resource Plan  2) Vote as full council to increase current ED to full-time (effective Oct. '16)	1) June '16  2) Sept. '16	SILC
	B. Hire an IL Coordinator	1) Secure funding in SPIL Resource Plan  2) Advertise/recruit for position  3) Interview candidates  4) Make job offer  5) Provide orientation/training to new hire	1) June '16  2) Sept. '16  3) Sept. '16  4) Sept. '16  5) Oct. '16	SILC
	C. Fill all Maine SILC seats	1) Recruit member to fill vacant seat  2) Submit application for appointment of recruited individual	1) Sept. '16  2) Oct. '16	SILC
	D. Conduct outreach to/inclusion of people with disabilities in SILC activities Statewide	1) Host a minimum of 4 focus groups  2) Host a minimum of 4	1) Sept. '17  2) Sept. '18	SILC

		public forums  3) Conduct outreach to each identified underserved area	3) Sept. '19	
	E. Expand capacity to coordinate and communicate with members, partners, and the community using remote access (e.g. video conferencing, Web content/Webinars)	1) Develop and implement and plan for monitoring and updating the SILC Website, including new information related to other identified objectives  2) Explore meeting sites/online platforms to provide access to video conferencing  3) Provide access to SILC meetings via video conferencing  4) Work with CIL to explore options for member access to Webinars  5) Host at least one Webinar for SILC members/others	1) Dec. '16  2) Oct. '16  3) Dec. '16  4) Nov. '16  5) Mar. '17; annually	SILC
<b>II. TRANSITION YOUTH – Participate in activities to improve post-high school outcomes for Maine students with disabilities who are transition-age youth</b>	A. Research existing transition groups for possible collaboration	1) Contact DOE and other partners to catalog a list of existing transition groups  2) Join existing group if applicable, or document reason	1) Dec. '16  2) Jan. '17	SILC

		for not joining in work plan		
	B. Convene a Workgroup to make recommendations and establish a process of improvement across State Departments that work with transitioning youth, if research indicates need	1) Contact DOE to identify core partners for Workgroup	1) Jan. '17	1 – 3) SILC in collaboration with DOE, and Partners TBD
		2) Invite identified partners to participate	2) Jan. '17	Ex: BES, BRS, CCIDS, CHQS, DHHS, DOL, DOT, EFM, MADSEC, WIB
		3) Host first meeting	3) Mar. '17	
		4) Gather documents and examine resources/best practices already developed throughout the State	4) June '17	4 – 8) SILC as part of existing group/ convened Workgroup
		5) Develop recommendations for process of improvement	5) Sept. '17	
		6) Ensure that recommendations for improvement in transition planning address key aspects of IL (i.e. self-advocacy, self-determination, economic self-sufficiency)	6) Sept. '17	
		7) Ensure that recommendations for improvement in transition planning address access to vocational training/preparati	7) Sept. '17	

		on for post-secondary education		
		8) Ensure that recommendations for improvement address access to vocational training while in high school that is consistent with Career Pathways/ prepares for credentialing	8) Sept. 17	
<b>III. TRANSITION FROM INSTITUTIONS – Engage in activities to ensure resources to support transition to community living</b>	A. Establish sustainability for Homeward Bound Program	1) Identify and document key needs within the Money Follows the Person grant	1) Aug. '16	1) SIL/CIL in partnership with the Homeward Bound Stakeholder Group and OADS
		2) Advocate and testify for funding in next State budget cycle	2) TBD	2 – 3) SILC/ CIL with Partners, including Alpha One, Goodwill, and the Long-Term Care Ombudsman Program (LTCOP) and others TBD Ex: AARP, BRS – older blind, DHHS, DOE, EIM, MADSEC
		3) Advocate for changes to Waiver services and MaineCare Rule(s) to better support coordination of community-based services, including rate-setting	3) TBD	
<b>IV. TRANSPORTATION – Collaborate to improve access to transportation for people with disabilities</b>	A. Engage key transportation partners to commit to improving MaineCare reimbursed transportation service	1) Identify key contacts within DHHS, including contact on Quality Management Team to study adherence to regulations for	1) Jan. '17	SILC with Partners TBD, including MDSOAB and stakeholder groups



		<p>MaineCare reimbursed transportation</p> <p>2) Engage DHHS to involve the Quality Management Team in designing a means of evaluation, including consequences for lack of adherence to regulations for MaineCare reimbursed transportation</p> <p>3) Engage DHHS to establish training/ standards, including requirement that the training is completed before any broker, contractor personnel, or driver can provide transportation services</p> <p>4) Review and provide feedback so that training/ standards (including basic Disability Etiquette) address improvements in responsiveness to disability characteristics (e.g. mobility limitations/use of mobility aid, use of an assistive communication device)</p>	<p>2) Apr. '17</p> <p>3) July '17</p> <p>4) July '17</p>	
	B. Engage key transportation	1) Identify key	1) Jan. '17	SILC with

	<p>partners to commit to improving transportation options for people with disabilities</p>	<p>contacts within DOT to discuss ways to improve availability/access to transportation throughout the State for people with disabilities</p> <p>2) Make recommendations to DOT/legislators for improving existing public transportation, including the expansion of available accessible taxis</p> <p>3) Advocate for implementation of recommendations for improving existing public transportation, including the expansion of available accessible taxis</p>	<p>2) Sept. '17</p> <p>3) Jan. '18; after as needed</p>	<p>Partners TBD, including MDSOAB and stakeholder groups</p>
	<p>C. Increase access to disability-related transportation information and training</p>	<p>1) Post to/ disseminate information regarding resources (e.g. travel training, , driver evaluation, adaptive vehicles/ financing) using the SILC Website</p> <p>2) Use established plan for updating the SILC Website to add information as new resources become available</p>	<p>1) Jan. '17</p> <p>2) ongoing</p>	<p>1) SILC/CIL</p> <p>2) SILC</p>
	<p>D. Engage key transportation partners to commit to improving transportation options for people</p>	<p>1) Establish Workgroup, as mandated (for</p>	<p>1) June '16</p>	<p>1 – 3) SILC with identified contacts within</p>

	with disabilities	<p>report to Legislature by December 2016)</p> <p>2) Develop report, including recommendations for implementation of a viable transportation voucher program</p> <p>3) Submit report to the Legislature</p> <p>4) Support/put forth legislation for implementation of voucher program recommendations</p> <p>5) Participate in implementing recommendations – as outlined by Workgroup – to establish transportation voucher program</p>	<p>2) Nov. '16</p> <p>3) Dec. '16</p> <p>4) TBD, pending Legislative review of report</p> <p>5) TBD, pending legislative action</p>	<p>DOT, along with DHHS, DOE, and DOL representatives</p> <p>4 – 5) SILC with Workgroup partners and other stakeholders/ stakeholder groups</p>
<p><b>V. HOUSING - Promote increased housing opportunities for people with disabilities in accessible, affordable, integrated settings</b></p>	<p>A. Engage housing partners to support improved service delivery to those accessing housing supports and (rental) assistance</p>	<p>1) Identify and promote ways to improve options for those that are homeless to have a stable, personal address to use on applications for housing, employment, etc.</p> <p>2) Identify and support ways to improve capacity of local housing authorities through outreach to tenants and staff education concerning HUD</p>	<p>1) Jan. '17</p> <p>2) Apr. '17</p>	<p>1) SILC with Partners TBD, including other stakeholders</p> <p>2) SILC in collaboration with the Maine Association of PHA Directors</p>

		<p>return-to-work allowances (e.g. EID, Family Self-Sufficiency)</p> <p>3) Post/distribute information regarding special Section 811 vouchers and project-based 811 units</p> <p>4) Develop a navigator program modeled on the navigator service provided within the shelters to streamline the subsidized/low-income housing application</p>	<p>3) Apr. '17</p> <p>4) July '17</p>	<p>3) SILC in partnership with Maine State Housing Authority</p> <p>4) Maine State Housing in partnership with SILC</p>
	<p>B. Advocate for increased availability of accessible, affordable, integrated housing</p>	<p>1) Identify contacts and champions within HUD and other State entities</p> <p>2) Advocate for ADA/504 compliance</p> <p>3) Submit written comment during annual public comment period re: Consolidated Plan</p> <p>4) Organize stakeholders and constituents for annual public comment period re: Consolidated</p>	<p>1) Feb. '17</p> <p>2) ongoing</p> <p>3) annually</p> <p>4) annually</p>	<p>1) SILC in partnership with Maine State Housing</p> <p>2) SILC in partnership with Maine State Housing and other stakeholders/stakeholder groups</p> <p>3) SILC</p> <p>4) SILC in collaboration with stakeholder groups</p>

		Plan		
<b>VI. COMMUNITY-BASED LIVING – Promote and advocate for more options in least restrictive settings for people with disabilities</b>	A. Support dissemination of information about and access to alternatives to guardianship	1) Engage Supported Decision Making Coalition to identify ways to provide information regarding alternatives to guardianship	1) Dec. '16	1) SILC/CIL in partnership with stakeholder groups; collaboration with DRM
		2) Implement ways to provide information (e.g. post information on Website(s) and make available outreach materials) to publicize and connect individuals to available training regarding SDM and other guardianship alternatives	2) Apr. '17, updated as needed	2) SILC/CIL
	B. Partner/collaborate with responsible parties to ensure appropriate training for those granted guardianship over anyone with a disability	1) Advocate that by the end of 2018 training be required for all those granted guardianship	1) Dec. '17	1) SILC/CIL in partnership with MDSOAB and stakeholder groups
		2) Engage a partner to develop and implement training	2) Jan. '18	2 - 5) SILC/CIL with identified partner; collaboration with stakeholder groups
		3) Support development of training to be implemented during 2018, including practices for monitoring provision of training	3) Apr. '18	

		4) Work with partners to recruit individuals – including those formerly under guardianship – to vet training materials and planning documents	4) May '18	
	C. Partner/collaborate with responsible parties to ensure appropriate training and oversight for those representing the State guardianship role	5) Provide/help recruit individuals – particularly those formerly under guardianship – to assist in training	5) July '18	
		1) Advocate that by the end of 2018 training is in place for those representing the State guardianship role, and that subsequent monitoring of all public guardians is done by an entity external to DHHS	1) Dec. '17	1) SILC/CIL with Partners TBD, including MDSOAB
		2) Work with DHHS to engage a partner to develop and implement training	2) Jan. '18	2 - 5) SILC/CIL with identified partner; collaboration with stakeholder groups
		3) Support development of training to be implemented during 2018, including practices for monitoring provision of training	3) Apr. '18	
		4) Work with	4) May '18	

		<p>partners to recruit individuals to vet training materials and planning documents</p> <p>5) Provide/help recruit individuals to assist in training</p>	5) July '18; annually	
	D. Partner/collaborate with responsible parties to establish time-limited guardianship	<p>1) Advocate that by the end of 2019 regular (5-year) review of appropriateness of guardianship is implemented</p> <p>2) Develop recommendations for the guardianship review process, including an appropriate entity for conducting reviews</p> <p>3) Advocate for or seek legislation to establish time-limited guardianship process</p>	<p>1) Dec. '18</p> <p>2) Apr. '19</p> <p>3) Aug. '19</p>	<p>1) SILC/CIL with Partners TBD, including stakeholder groups</p> <p>2 &amp; 3) SILC/CIL with Partners TBD, including stakeholder groups Ex: DRM, Legal Services for the Elderly, Reps from Casework Agencies, SUFU</p>
	E. Partner/collaborate to advance models of person-centered, strengths-based planning across all State/federally funded services	<p>1) Build a partnership with key partners in DOE, DHHS-OADS/SAMHS, and DOL-BRS</p> <p>2) Advocate for implementation of shared training standards for person-centered, strengths-based</p>	<p>1) Oct. '16</p> <p>2) Jan. '17</p>	1 – 2) SILC with Partners TBD, including CCIDS (?), DDC (?), and MDSOAB

		<p>planning by the end of 2017</p> <p>3) Engage a partner to develop and implement training</p> <p>4) Assist with developing strategies to monitor fidelity of person-centered practice</p> <p>5) Provide/help recruit individuals to vet training materials and planning documents</p> <p>6) Provide/help recruit individuals to assist in training</p> <p>7) Offer a minimum of two training sessions per year to State/federally funded service providers</p>	<p>3) Feb. '17</p> <p>4) Apr. '17</p> <p>5) May '17</p> <p>6) July '17; annually</p> <p>7) Sept. '17; annually</p>	<p>3 – 4) SILC with identified partner</p> <p>5 – 6) SILC/CIL with identified partner; collaboration with stakeholder groups</p> <p>7) CIL with SILC and identified partner</p>
	<p>F. Partner/collaborate to ensure rights/service delivery across (home and community) service settings</p>	<p>1) Document advocacy to ensure shared living contracts are being executed between individuals and their shared living providers</p> <p>2) Educate a minimum six service providers per year in the appropriate use</p>	<p>1 - 3) annually</p>	<p>SILC with Partners TBD, including DRM and MDSOAB</p>



		of behavior plans		
		3) Provide training to a minimum of six service providers per year regarding alternatives to rights restrictions (i.e. behavior plans)		
	G. Partner to advance shared level of training/understanding by high school transition planners/case managers/community integration workers of services/resources to support the key areas (i.e. housing, transportation, community-based living – including crisis prevention, economic self-sufficiency, access to AT, and employment/education/training)	1) Identify contacts within DHHS, DOE, and DOL to advance cross-system training standard(s)/recertification protocol(s); ensure standards require knowledge of/awareness of how to identify disability specific services/resources	1) Jan. '17	1 – 2) SILC with Partners TBD Ex: Brain Injury Voices, CCIDS, DBVI, DDC, DOE, DRM, DVR, EFM, New England Rehab.
		2) Identify existing trainings; advocate for needed trainings	2) Mar. '17	
		3) Work with contacts to design comprehensive training, or to engage a partner to develop and implement training	3) Jan. '18	3) SILC with contacts/identified partner
		4) Help recruit individuals to vet training materials and planning documents	4) Feb. '18	4 – 5) SILC/CIL with contacts/identified partner; collaboration with stakeholder groups
		5) Provide/help recruit individuals	5) Mar. '18; annually	

		to assist in training of high school transition planners/case managers/community integration workers		
	H. Examine staffing issues across direct service providers, and develop recommendations to improve staffing and resources for underserved needs	<p>1) Identify contacts within DHHS (and individual Offices as needed) to address availability of direct support workers</p> <p>2) Gather and compile data from OADS regarding unbilled hours due to lack of DSPs to inform recommendations to expand resources for underserved needs</p> <p>3) Advance recommendations to improve availability/ decrease rate of turn-over of direct service providers</p>	<p>1) Jan. '17</p> <p>2) Jan. '17</p> <p>3) Sept. '17</p>	SILC/CIL with Partners TBD, including CHQS (?) and MDSOAB; collaboration with OADS for access to data
	I. Advocate for expanded services for eye care needs of those with blindness or low vision	<p>1) Document avenues of funding for ongoing supports for the blind or visually impaired, including resources that support staying in homes/ communities as individuals age</p> <p>2) Develop recommendations</p>	<p>1) Jan. '17</p> <p>2) Mar. '17</p>	SILC in partnership with DBVI, SRC-DBVI, and stakeholder groups

		for expanded access to resources		
		3) Advocate for funding/changes in service delivery to support expanded access	3) TBD, based on nature or change needed	
	J. Advocate for funding for hearing aid screening, purchase, and replacement; and increased awareness of interpreter services	1) Provide information to DHHS-OFI and SSA staff to support use of interpreter services for the Deaf, as well as interpretation for languages other than English	1) Oct. '16	SILC in partnership with Commission for Deaf, Hard of Hearing, and Late Deafened; SRC-DVR; and stakeholder groups
		2) Document avenues of funding for hearing aid screening, purchase, and replacement	2) Jan. '17	
		3) Develop recommendations for expanded access to resources	3) Mar. '17	
		4) Advocate for funding/changes in service delivery to support expanded access	4) TBD, based on nature or change needed	
	K. Advocate to improve resources for underserved needs of those with cognitive disabilities, including mental health diagnoses and TBI	1) Engage a minimum of 20 consumers and partners to provide testimony for ongoing and long-term supports for those with TBI, including respite	1) annually (or until resolved)	1) SILC with Partners TBD, including Brain Injury Voices and other stakeholders

		<p>for care providers</p> <p>2) Engage a minimum of 20 consumers and partners to provide testimony in support of ongoing and long-term supports for those with ASD/mental health diagnoses not otherwise served under a waiver</p> <p>3) Introduce or support legislation necessary to expand/amend existing policies/Rules, including State plan amendment(s,) to address the needs of those left out of existing services (i.e. not eligible/served under existing waivers)</p>	<p>2) annually (or until resolved)</p> <p>3) TBD, pending outcomes of testimony</p>	<p>2) SILC with Partners TBD, including ASM (?), CCSM (?), MDSOAB (?) and other stakeholders/ stakeholder groups</p> <p>3) SILC with established partners, including other stakeholders/ stakeholder groups</p>
	<p>L. Partner to improve crisis prevention services</p>	<p>1) Identify contacts within DHHS (and individual Offices as needed)</p> <p>2) Advocate to expand availability of crisis services/"beds" to level established in Rule(s)</p>	<p>1) Jan. '17</p> <p>2) June '17; annually as needed</p>	<p>SILC with Partners TBD, including CCSM (?), DDC (?), DRM (?), MDSOAB, and other stakeholders</p>

		3) Advocate to expand availability of crisis prevention services (e.g. in-setting training and support for service providers)	3) June '17	
		4) Identify existing trainings and advocate for implementation of trainings to improve crisis prevention among residential and other service providers	4) Oct. '17	
		5) Help recruit individuals – particularly those that have used crisis services – to assist in training of case managers/direct service providers	5) Jan. 18	
<b>VII. ECONOMIC SELF-SUFFICIENCY – Support and advocate for increased resources/services to support economic self-sufficiency of Maine people with disabilities</b>	<b>A. Support activities to improve financial stability, and to expand access to financial programs</b>	1) Post and disseminate information regarding the ABLE Act and ABLE Accounts, including description of and link to the ABLE National Resource Center	1) Dec. '16	1) SILC/CIL with Partners, including CASH Coalition and New Ventures
		2) Promote and publicize existing services (including those of Partners) on Website and through dissemination of materials	2) Dec. '16	2) SILC/CIL
		3) Use established plan for updating	3) ongoing	3) SILC

		<p>the SILC Website to add information as new resources become available</p> <p>3) Advocate for knowledge of financial literacy services to be included in cross-system training standard(s)/recertification of transition planners/case managers/community integration workers</p>	<p>3) Jan. '18 (for completed training Mar. '18)</p>	<p>3) SILC/CIL with Partners dedicated to cross-system training (see Capacity-Building, VI. G. 1 - 5)</p>
	<p>B. Advocate for changes to improve financial stability for those working while disabled</p>	<p>1) Advocate for the elimination of the unearned income cap from MaineCare Buy-in option for those working with a disability</p>	<p>1) June '17; annually as needed</p>	<p>SILC with Partners TBD, ASM (?), CCSM (?), MDSOAB (?), MMC Department of Vocational Services, and other stakeholders</p>
	<p>C. Increase access to work incentives coordination throughout the State</p>	<p>1) Support/promote annual Navigator trainings to ensure all providers are familiar with SSA work incentives, Medicare, MaineCare, subsidized housing and SNAP</p> <p>2) Identify key partner within DHHS-OFI to establish requirement that DHHS, Office of Family Independence workers receive</p>	<p>1) Oct. '16; annually</p> <p>2) Jan. '17</p>	<p>SILC in partnership with MMC Department of Vocational Services and Benefits Counseling System Development; collaboration with other partners</p>

		<p>work incentives training</p> <p>3) Support/ advocate for all DHHS-OFI workers to receive yearly work incentives training</p> <p>4) Support and help advance efforts to increase the number of CWICs available across the State</p> <p>5) Promote locations where CWICs are available to meet with consumers; using established plan for updating the SILC Website to add new locations as available</p> <p>6) Help identify locations where CWICs are needed</p> <p>7) Advocate for CWICs to be available in all identified locations</p>	<p>3) Sept. '17; monitor annually</p> <p>4) annually</p> <p>5) Dec. '16</p> <p>6) Jan. '17</p> <p>7) Jan. '18</p>	
<p><b>VIII. AT/IT – Improve access for people with disabilities to AT/IT to increase independence</b></p>	<p>A. Support improved access to/utilization of existing resources</p>	<p>1) Increase consumer awareness of AT/IT options by posting/ disseminating information about -evaluation services, AT loan programs, and AT exchanges -financing options for AT/IT</p>	<p>1) Jan. '17</p>	<p>1 – 2) SILC/CIL in collaboration with BRS-DVR, DBVI; CareerCenters; DHHS (include information about CAP AT program, Maine CITE, others)</p>

		<p>2) Support expanded access by clarifying and disseminating information about means for funding AT/IT (e.g. DOE, DVR, Medicare/MaineCare (for durable medical equip), Workforce employment plans, Waivers)</p> <p>3) Use established plan for updating the SILC Website to add new resources available</p>	<p>2) June '17</p> <p>3) ongoing</p>	<p>3) SILC</p>
	B. Increase availability of funding for AT/IT	<p>1) Determine options for possible funding of AT/IT, especially means to upgrade/replace worn out/ outdated devices</p> <p>2) Advocate for options for financing options as identified</p>	<p>1) June '17</p> <p>2) TBD, pending identified options</p>	SILC
<b>IX. EMERGENCY PLANNING/ PREPAREDNESS – Increase SILC's input/influence on the State Emergency Planning and Preparedness process</b>	A. Provide input into emergency management plans and services	<p>1) Gain representation on the State Emergency Management Task Force</p> <p>2) Particate in emergency simulations at least one time per year</p> <p>3) Advocate for (physical) accessibility of</p>	<p>1) Jan. '17</p> <p>2) Dec. '17; annually</p> <p>3) TBD, as part of participation</p>	SILC



		shelters; consistency across the State	on Task Force	
<b>X. EMPLOYMENT – Advocate and collaborate to expand capacity for Maine people with disabilities to find, maintain, and advance in employment</b>	A. Advance Employment First in Maine	1) Establish mechanism for the continued work of the EFM Coalition (i.e. advisory commission/coun cil)	1) Sept. '17	1) SILC in partnership EFM Coalition and stakeholder groups
		2) Identify key partners/champio ns within each Department to expand collaboration between DOE, DHHS, and DOL to improve employment outcomes for those with disabilities	2) Jan. '17	2 – 3) SILC, as part of (new) EFM entity
		3) Review existing DOE, DHHS, and DOL policies and Rules to identify barriers within existing policies/Rules	3) TBD, per work of new entity	
		4) Introduce or support legislation necessary to expand/amend existing policies/Rules	4) TBD, per work of new entity	
	B. Improve accessibility of workforce delivery system (not just VR)	1) Make recommendations for universal design in service delivery and training design	1) Sept. '17	1 – 2) SILC/BRS- DVR, DBVI in partnership with local WIBs, CareerCenter managers, and other partners TBD
		2) Advocate for CareerCenter/	2) Sept. '17; annually	

		<p>one-stop partners in each region to begin hosting ESL classes (e.g. during each adult ed. term)</p> <p>3) Monitor that VR and CareerCenters staff are -fully aware of access to and use of interpreter services for the Deaf and languages other than English, as assessed through yearly surveys or focus sessions - fully aware of and referral process for case management and community integration as well as financial planning resources, as assessed through yearly surveys or focus groups</p> <p>4) Make recommendations relative to survey/focus group outcomes, as needed</p>	<p>3) June 17; annually</p> <p>4) annually</p>	<p>3 – 4) SILC</p>
	<p>C. Improve service delivery across the Workforce system (not just VR)</p>	<p>1) Identify strategies to support employers to train, place, and retain individuals with disabilities through effective job development, job matching, and job coaching that supports the</p>	<p>1) Sept. '17</p>	<p>1 – 2) SILC/BRS-DVR, DBVI and SRCs in partnership with local WIBs, CareerCenter managers, and other partners TBD</p>

		<p>employer to effectively train and supervise</p> <p>2) Identify key partners/ champions within BRS/BES/OSAMHS to establish a plan (including staff development) to improve Workforce system services delivery for those with cognitive disabilities, including mental health diagnoses and TBI</p> <p>3) Serve as a resource to support Workforce plan by:          -providing/ helping to recruit individuals to vet training materials and planning documents          -providing/ helping recruit individuals to assist in training of VR workers and employment support professionals, including CareerCenter staff and community rehabilitation providers</p> <p>4) Monitor the Statewide availability and effectiveness of the VR Career</p>	<p>2) June '17</p> <p>3) June '17; annually</p> <p>4) June '17; annually</p>	<p>(align with efforts of new EFM entity)</p> <p>3) SILC/CIL</p> <p>4) SILC through partnership with BRS- DVR and SRC; collaboration</p>
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		<p>Exploration Workshop (CEW)/BRIDGE-CEW (i.e. participation rates and outcomes; variations by disability type, of youth versus adults, etc.)</p> <p>5) Advance key practices for improving employment outcomes for those with disabilities by educating a minimum of 12 employers per year in:          -diversity and inclusion policies that explicitly reflect disability inclusion          -development and use of job descriptions that outline the essential functions of the job          -development and implementation of policies and procedures for accommodations</p> <p>6) Develop a means to educate employers about existing tax breaks/incentive for increasing accessibility</p> <p>7) Monitor that information is consistently</p>	<p>5) Sept. '17; annually</p> <p>6) Sept. '17; annually</p> <p>7) Sept. '17, yearly</p>	<p>with (new) EFM entity</p> <p>5 – 7) SILC/BRS-DVR, DBVI in partnership with CareerCenter managers; seek collaboration BLN</p>
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		available to employers regarding existing tax breaks/incentives for increasing accessibility through targeted outreach to a minimum of 25 employers per year		
		8) Collaborate with the Maine Commission on Disability and Employment (CDE) to prioritize, educate about, and support policy for Federal contracted/ funded employers to employ 7% individuals with disabilities	8) Sept. '17; annually	8) SILC in partnership with Maine Commission on Disability and Employment (CDE)
		9) Collect data and acknowledge such data regarding 503 compliance in the Maine Annual Report Card on Independent Living, and in the Maine SILC Annual Report to the Legislature	9) Sept. '17; annually	9) SILC

List of Entities Referenced for Partnership/Collaboration

*Alpha One*

*American Council of the Blind of Maine*

*Asperger/Autism Network, Maine Chapter*

*Autism Society of Maine*

*Brain Injury Voices*

*Bureau of Employment Services*

*Business Leadership Network*

*Bureau of Rehabilitation Services*

*CASH Coalition*

*CareerCenters*

*ACB of Maine*

*AANE, Maine Chapter*

*ASM*

*BES*

*BLN*

*BRS*

<i>Center for Community Inclusion and Disability Studies</i>	<i>CCIDS</i>
<i>Coalition for Housing and Quality Services</i>	<i>CHQS</i>
<i>Commission for the Deaf, Hard of Hearing, and Late Deafened</i>	
<i>Commission on Disability and Employment</i>	<i>CDE</i>
<i>Consumer Council System of Maine</i>	<i>CCSM</i>
<i>Department of Health and Human Services</i>	<i>DHHS</i>
<i>Developmental Disabilities Council</i>	<i>DDC</i>
<i>Division for the Blind and Visually Impaired</i>	<i>DBVI</i>
<i>Department of Education</i>	<i>DOE</i>
<i>Department of Labor</i>	<i>DOL</i>
<i>Department of Transportation</i>	<i>DOT</i>
<i>Disability Rights Maine</i>	<i>DRM</i>
<i>Division of Vocational Rehabilitation</i>	<i>DVR</i>
<i>Elder Independence Maine</i>	<i>EIM</i>
<i>Employment First Maine</i>	<i>EFM</i>
<i>Goodwill</i>	
<i>Homeward Bound Stakeholder Group</i>	
<i>Legal Services for the Elderly</i>	
<i>Long-Term Care Ombudsman Program</i>	<i>LTCOP</i>
<i>Maine Administrators of Services for Children with Disabilities</i>	<i>MADSEC</i>
<i>Maine Developmental Services Oversight and Advisory Board</i>	<i>MDSOAB</i>
<i>Maine State Housing Authority</i>	
<i>Maine Medical Center (MMC) Department of Vocational Services</i>	
<i>Maine Association of PHA Directors</i>	
<i>New England Rehab.</i>	
<i>New Ventures Maine</i>	
<i>Office of Aging and disability Services</i>	<i>OADS</i>
<i>Office of Family Independence</i>	<i>OFI</i>
<i>Office of Substance Abuse and Mental Health Services</i>	<i>OSAMHS</i>
<i>State Rehabilitation Council</i>	<i>SRC</i>
<i>Standing Up For Us</i>	<i>SRC</i>
<i>Workforce Investment Board</i>	<i>WIB</i>

1.2B Describe the steps planned regarding outreach to populations in the State that are unserved or underserved by programs under title VII, including minority groups and urban and rural populations. This section of the SPIL must:

- Identify the populations to be designated for targeted outreach efforts;

*The Independent Living needs of many people with disabilities in Maine are not being met. Of significant concern is the existence (or risk) of long wait lists that prevent access to services available, regardless of disability, minority group status, or age. Maine continues to have a wait list for Independent Living services provided by the CIL (Alpha One) under the contract administered through the Division of Vocational Rehabilitation. These services include needs such as home modifications, assistive technology, etc. Additionally, Maine’s Waiver services often are not available due to long wait lists and/or a shortage of (qualified) staff.*

*Recently, MaineCare Section 22 of MaineCare Waiver services were merged into Section 19. The merger resulted in some individuals waiting to be served until they could be assessed and approved for Section 19 (versus Section 22) services and for providers to increase staff capacity to serve the additional individuals, but the change drastically improved access to*

*personal care assistance with activities of daily living for individuals with physical disabilities. Presently, no one is on the wait list. However, the presumption of a wait list remains in the regulations addressing Section 19: “Members will be accepted into the program on a first-come, first-served basis, based upon the availability of funding. The wait list will be maintained by the Office of Aging and Disability Services. (from 19.02-3 Other Specific requirements H)” It is too soon to tell whether capacity to serve all of those eligible will be maintained, and the situation requires monitoring. Given the crucial role of Consumer-Directed Home Based Care to enable people with physical disabilities to live in their own homes and maintain independence, reducing the need for more costly institutions (e.g. nursing homes), the Maine Statewide Independent Living Council (SILC) will stay alert to this situation.*

*The wait lists for other MaineCare Waiver services, likewise, have limited community living for those with Intellectual/Developmental Disabilities. While increased funding approximately one year ago did provide services to all those on the wait list for Section 29, there is no provision for those not already on the wait list and the capacity to serve all those eligible over time is uncertain. Section 21 also recently received some increased funding, and all those considered Priority 1 have been offered services. However, providers still are working to increase staff capacity in order to serve everyone moved off the wait list. The wait list for those considered Priority 2 only has been impacted slightly; with no impact for those determined Priority 3. Additionally, current funding does not allow for any sense that existing wait lists will continue to decline, or that individuals considered Priority 1 will not again be on the waitlist. Without the in-home and employment-related assistance available only through such MaineCare Waivers, individuals impacted are limited in gaining independence as well as community integration. Many, by default, live with aging parents which further limits autonomy, and opportunity to exercise choice concerning living situation; placing them at further risk as aging parents die or otherwise become unable to provide a residence or other supports.*

*Maine also has a long waitlist for safe, accessible, affordable housing. Given the fact that Maine has a rapidly rising aging population, combined with the inability to retrofit many of Maine’s older building structures and the already elderly population, the population waiting for access to stable living situations remains unserved and underserved.*

*Other populations designated for targeted outreach include individual with cognitive disabilities (including mental illness) and individuals with Traumatic Brain Injury, including transition-age youth as well as adults. Information gathered through the SPIL forums and focus groups indicate that these populations are unserved/underserved due to limitations related to funding streams, aspects of service delivery, and challenges navigating the available services.*

*Maine SILC, CIL (Alpha One), and DSE will work with partners identified in the SPIL to pursue ways to prevent any wait list from being a barrier to Independent Living services. As reflected in its Goals and Objectives, the Maine SILC also will identify new funding sources, and advocate with existing programs related to Independent Living to expand resources and enhance effective access to services for all people with disabilities in Maine.*

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

*Maine is vastly rural with minimal resources; therefore, much of the population could be defined as unserved or underserved. During the development of the SPIL, the Maine SILC hosted forums and focus groups throughout the state, including the rural areas. The Maine SILC has identified Northern Maine (Aroostook County), Downeast Maine (Washington County), and Western Maine (Somerset, Franklin, and Oxford Counties) as particularly impacted. Therefore, the Maine SILC will conduct outreach in these areas by hosting forums, recruiting SILC members, and providing informational sessions regarding the Maine SILC and available resources at local events and through combined efforts with partners identified in the SPIL.*

*Maine SILC, CIL (Alpha One), and DSE endeavor to include all people with disabilities in activities and services, regardless of location; including people with sensory, cognitive, mental, and physical disabilities. All partners are committed to ensuring that outreach materials are available in alternative formats. Maine SILC, CIL (Alpha One), and DSE routinely use telecommunications systems such as on-site and remote Communication Access Real-Time Translation (CART), and Video Interpreting for persons who are Deaf or hard of hearing. Materials in formats such as Braille, recording, and large print are provided as needed.*

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

*Maine SILC has identified Native Americans as an unserved and underserved population. The Director of the Native American VR program serves as a SILC member. Through the connection with the Native American VR program, the SILC will continue to increase access to information and services to individuals who live on or near the Tribal lands and reservations in Maine. Much of the Tribal land is located in the rural underserved areas. Focus groups and forums have been and will continue to be held on or near Tribal lands.*

*Individuals coming to Maine as refugees (New Mainers) is a growing population in Maine. Maine SILC will make every effort to engage the New Mainer populations, providing access to Independent Living resources as well as inviting representative(s) to serve as member(s) or participant(s) in SILC meetings and activities. As during development of the SPIL, focus groups and forums will be held in communities where New Mainers live and in settings where they already are participating in the communities.*

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

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

#### 1.3A Financial Plan Tables



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

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

**Year 1 - Approximate Funding Amounts and Uses**

Sources	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds - Chapter 1, Part B	64,261	241,089	0	0
Title VII Funds - Chapter 1, Part C	0	0		0
Title VII Funds - Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)	0	0	0	0
Other Federal Funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)	22,000	0	0	0
Other Federal Funds - Other	6,000	32,460 75,000	0	0
Non-Federal Funds -State Funds	0	89,690	0	0
<b>TOTAL</b>	<b>92,261</b>	<b>438,239</b>		

**Year 2 - Approximate Funding Amounts and Uses**

Sources	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds - Chapter 1, Part B	64,261	241,089	0	0
Title VII Funds - Chapter 1, Part C	0	0		0
Title VII Funds - Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)	0	0	0	0
Other Federal Funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)	22,000	0	0	0
Other Federal Funds - Other	6,000	32,460 75,000	0	0
Non-Federal Funds -State Funds	0	89,690	0	0
<b>TOTAL</b>	<b>92,261</b>	<b>438,239</b>		

**Year 3 - Approximate Funding Amounts and Uses**

Sources	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds - Chapter 1, Part B	64,261	241,089	0	0
Title VII Funds - Chapter 1, Part C	0	0		0
Title VII Funds - Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)	0	0	0	0

Sources	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Other Federal Funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)	22,000	0	0	0
Other Federal Funds - Other	6,000	32,460 75,000	0	0
Non-Federal Funds -State Funds	0	89,690	0	0
TOTAL	92,261	438,239		

### 1.3B Financial Plan Narratives

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

*The Title VII part B funds are used to support the SILC operations and the remainder provides Independent Living services under a contract with Alpha One (CIL). The CIL, SILC, and DSE work together in assuring that these funds support and implement the SPIL objectives, as negotiated in the SPIL Resource Plan.*

*The Division of Vocational Rehabilitation (DVR) administers the Independent Living services contract with Alpha One (CIL), and the Division for the Blind and Visually Impaired (DBVI) is consulted and has input on all financial and service delivery issues under the Independent Living Services Program. DBVI clients have equal access to participation in the program and its services.*

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

*The DSE, the CIL director, and the CIL contract manager meet annually prior to writing the annual contract. The funding of direct services and CIL support are evaluated as well as the funds available, both federal and State. The majority of Independent Living federal grant funding is designated for direct services to individuals with disabilities and the CIL's administrative support.*

*The Division of Vocational Rehabilitation (DVR) receives Part B money. DVR contracts with Alpha One (CIL) for delivery of Independent Living services.*

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

*MaineHousing regularly provides meeting space and accessibility equipment to the Maine Statewide Independent Living Council (SILC) and its subcommittees. The DSE also makes available meeting space and accessibility equipment, when appropriate meeting spaces are available. Additional space is made available by Alpha One (CIL). Space for focus groups and forums held to develop this SPIL was provided by a number of entities throughout the State.*

*The Division of Vocational Rehabilitation (DVR) DSE representative attends all SILC full meetings, attends subcommittees as needed, and affords the time needed to work with the SILC to write the 704 and the SPIL. In past years, the DSE representative has entered the SPIL into the RSA-MIS website. The DSE representative, the CIL director and the Independent Living services contract manager worked together in supporting the SILC Resource Plan as well as services provided under title VII funding. Maine has two agencies – the Division of Vocational Rehabilitation (DVR) and the Division for the Blind and Visually Impaired (DBVI). The general agency administers the State Independent Living. The DBVI oversees a contract to provide services to the Older Blind population.*

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

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

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

*The purpose of Chapter 1 of Title VII of the Rehabilitation Act as stated in 701 is to promote a philosophy of Independent Living, including a philosophy of consumer control, peer support, self-help, self-determination, equal access, and individual and system advocacy, in order to maximize the leadership, empowerment, independence, and productivity of individuals with disabilities, and the integration and full inclusion of individuals with disabilities into the mainstream of American society, by:*

- (1) providing financial assistance to States for providing, expanding, and improving the provision of Independent Living services;*
- (2) providing financial assistance to develop and support statewide networks of centers for independent living; and*
- (3) providing financial assistance to States for improving working relationships among State independent living rehabilitation service programs, centers for independent living, Statewide Independent Living Councils established under section 705.*

*The SPIL reflects the purpose through goals that target primary areas of independent living, as informed by numerous sources of input from individuals with disabilities. Specifically, the objectives address areas that are particular barriers to community integration, independence, stable living situations, and autonomy/self-determination. In some objectives, the needs of groups whose needs are less effectively being met in this regard are targeted. Similarly, other*

*objectives include efforts to maximize effective use of existing resources or, where necessary, engage in advocacy to expand available resources, realign policies/Rules impacting use of available resources, or improve coordination of resources to be more consistent with aims of independent living. Throughout, the SILC seeks to collaborate across entities with shared goals and to directly involve stakeholders in the work.*

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

*Alpha One's (CIL) Executive Director and members of its peer group are currently members of the Maine Statewide Independent Living Council (SILC). Discussion of proposed goals and objectives took place at SILC meetings and forums. Additionally, the SILC Chair served as the guest speaker at a peer support group, where input on the SPIL was collected.*

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

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

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

*The Division of Vocational Rehabilitation (DVR), the Division for the Blind and Visually Impaired (DBVI), and the Department of Health and Human Services currently are represented on the Maine Statewide Independent Living Council (SILC). Within State agencies the SILC works with the State Rehabilitation Council (SRC-DVR) and the State Rehabilitation Council for the Blind and Visually Impaired (SRC-DBVI); and the Commission for Employment for Individuals with Disabilities. Maine SILC has reached out to create working relationships with legislative committees including Maine Legislative Committee on Education and Cultural Affairs; Maine Legislative Committee on Labor, Commerce, Research and Economic Development; Maine Legislative Committee on Health and Human Services.*

*Maine SILC collaborates with disability related organizations including: the Maine Developmental Disabilities Council, the Consumer Council System of Maine, Disability Rights Maine, the Advocacy Initiative Network of Maine, Speaking Up for Us of Maine, the Maine Center on Deafness, the IRIS Network, NAMI Maine, and other groups. The SILC members are very active in a large number of boards and councils, as members and officers. Some of these councils are disability-specific and others are issue-specific such as housing, transportation, assistive technology, public health, and long-term care.*

*The SILC also is represented on the Five Councils, a group consisting of the Chair and Vice*

*Chair of the SILC, the State Rehabilitation Council, the Division for the Blind and Visually Impaired State Rehabilitation Council, the State Workforce Investment Board Committee on Disability and Employment, and the Commission for the Deaf, Hard of Hearing, & Late Deafened. This group will host the Fourth Annual Empowerment Forum in August, 2016.*

*Maine SILC is in the midst of creating our SPIL at this writing. It is clear through the process the value of hosting forums to learn what is working and what can improve in Maine. SILS plans to host regular forums over the next three years in collaboration with other organizations with which it has created relationships. Maine SILC is currently building a database including entities in Maine that are involved in advancing independent living for Maine people with disabilities.*

#### 1.6 Coordination of Services – 34 CFR 364.27

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

*The Division of Vocational Rehabilitation (DVR) contracts with the CIL (Alpha One) to provide Independent Living services including coordination of services to eligible individuals. Alpha One (CIL) develops individual Independent Living Plans for each consumer. Information about and referral to other funding sources from other agencies are made when appropriate. Alpha One (CIL) will actively seek out and identify programs with resources for independent living to ensure its organizational information is up to date with continually changing programs, “comparable benefits,” and funding possibilities. Alpha One Independent Living Specialists are trained in the comparable benefits of other State and federal programs. The Independent Living Program strives to serve the greatest number of individuals with available resources.*

*Many Maine Statewide Independent Living Council (SILC) members are active on other disability-related councils. These connections allow Independent Living issues to be discussed in multiple forums, increasing self-advocacy through membership and leadership. In addition, The Bureau of Rehabilitation Services has an MOU with the Maine Department of Health and Human Services to address the services coordination for individuals served by both agencies.*

*To ensure service coordination, the DSE and CIL (Alpha One) work collaboratively with these systems and their representatives: education, vocational rehabilitation, developmental disabilities, public health, mental health, housing, transportation, veterans services, and programs under XVIII of the Social Security Act.*

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

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

effective.

*The Division for the Blind and Visually Impaired (DBVI) oversees programs that enable individuals who are blind or visually impaired to live more independently in their homes and communities. The programs deliver Independent Living services to eligible persons to overcome substantial barriers to functioning independently. All services are consumer-directed, with active participation by the eligible individual. Services are subject to the availability of funds and must be provided in a cost effective and responsible manner. A representative of the DBVI is a non-voting member of the Maine Statewide Independent Living Council (SILC).*

**Section 2: Scope, Extent, and Arrangements of Services**

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

2.1A Check the appropriate boxes in the SPIL Instrument table indicating the types of IL services to be provided to meet the objectives identified in section 1.2 of this SPIL, and whether the services will be provided by the CILs or by the DSU (directly and/or through contract or grant).

Table 2.1A: Independent living services

Table 2.1A: Independent living services	Provided by the DSU (directly)	Provided by the DSU (through contract and/or grant)	Provided by the CILs (Not through DSU contracts/grants)
Core IL Services - Information and referral	No	Yes	Yes
Core IL Services - IL skills training	No	Yes	Yes
Core IL Services - Peer counseling	No	Yes	Yes
Core IL Services - Individual and systems advocacy	No	Yes	Yes
Counseling services, including psychological, psychotherapeutic, and related services	No	No	No

Table 2.1A: Independent living services	Provided by the DSU (directly)	Provided by the DSU (through contract and/or grant)	Provided by the CILs (Not through DSU contracts/grants)
Services related to securing housing or shelter, including services related to community group living, and supportive of the purposes of this Act and of the titles of this Act, and adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by, individuals with significant disabilities)	No	Yes	Yes
Rehabilitation technology	Yes	Yes	Yes
Mobility training	Yes	Yes	Yes
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	Yes	Yes	Yes
Personal assistance services, including attendant care and the training of personnel providing such services	No	No	Yes
Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services	No	Yes	Yes
Consumer information programs on rehabilitation and IL services available under this Act, especially for minorities and other individuals with disabilities who have traditionally been unserved or underserved by programs under this Act	Yes	Yes	Yes
Education and training necessary for living in the community and participating in community activities	Yes	Yes	Yes
Supported living	No	No	Yes



Table 2.1A: Independent living services	Provided by the DSU (directly)	Provided by the DSU (through contract and/or grant)	Provided by the CILs (Not through DSU contracts/grants)
Transportation, including referral and assistance for such transportation	No	No	Yes
Physical rehabilitation	Yes	No	No
Therapeutic treatment	Yes	No	Yes
Provision of needed prostheses and other appliances and devices	Yes	Yes	No
Individual and group social and recreational services	No	Yes	Yes
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	Yes
Services for children with significant disabilities	No	No	Yes
Services under other Federal, State, or local programs designed to provide resources, training, counseling, or other assistance of substantial benefit in enhancing the independence, productivity, and quality of life of individuals with significant disabilities	No	No	Yes
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future	Yes	Yes	Yes
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	Yes	No	Yes
Other necessary services not inconsistent with the Act	No	No	Yes

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

*Priority service provision will focus on Youth Transition, as well as youth and adults with mental and cognitive disability including Autism and Traumatic Brain Injury. In addition, minority populations with a focus on the influx of immigrants, refugees, and asylum seeker will be addressed.*

*Youth Transition will prioritize a nascent program for high school students with a disability in the greater Portland, Maine area. This program offers self-advocacy skills, career exploration, and financial management skills all delivered by youth peer mentors. In October 2016, Alpha One (CIL) will host a transition event in Southern Maine for youth and their families to provide information and links to resources regarding the transition from high school to employment and post-secondary education.*

*The SILC, CIL, DSE, and other partners will collaborate with other partners in the education process to promote transition services including Independent Living. As resources are able to be added, there will be a focus on expanding the peer-led youth transition services to other communities throughout the state.*

*To build increased connections within the community to and for people with mental and cognitive disabilities as well as minority populations and their members with a disability resource development will be a priority. New resources will focus first on outreach to people who experience these disabilities, their families, and the existing service network. The next priority is to build strong connections to consumers by providing useful information and support to their individual goals for living independently. Focus on core services such as Information & Referral, Self-advocacy Training, and Peer Support will be the immediate priority each with an eye toward creating a systems change agenda based on the expressed needs of consumers and the systemic barriers they encounter.*

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

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

*Alpha One’s contract with the State to provide the Independent Living Services Program states, “Title VII Part B service funds shall not be used to supplant services traditionally provided by Alpha One or, other private, State or federal agencies”.*

*As such, during the intake and Independent Living Plan development process Alpha One provides consumers with information about other resources that may pay for goods or services identified in the Independent Living Plan, and makes referrals to those resources.*

*In addition, program informational materials include the following statement.*

*The Program is funded by a grant from the Bureau of Rehabilitation Services in the Maine Department of Labor. The program enables people with disabilities to live independently in the community. This funding is a fund of last resort, and may be applied for when there are no other funding options to meet your Independent Living needs.*

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

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

*The Division of Vocational Rehabilitation (DVR) develops an annual contract with Maine's CIL to deliver Independent Living services funded under part B of title VII of the federal 1973 Rehabilitation Act. The funding is used to provide for delivery of essential services to individuals with disabilities so they can live more independent lives. These services are identified in Table 2.1A.*

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

*Maine is a Section 722 state; therefore, the general operation of the CIL is not funded under a State contract. (A Section 722 State is one in which Federal funding exceeds State funding for general operations of the CIL. RSA issues grants under Part C directly to the CIL.)*

## **Section 3: Design for the Statewide Network of Centers**

### 3.1 Existing Network – 34 CFR 364.25

Provide an overview of the existing network of centers, including non-Part C-funded centers that comply with the standards and assurances in section 725 (b) and (c) of the Act, and the geographic areas and populations currently served by the centers.

*Alpha One (CIL) strives to provide Statewide coverage in Maine and has three strategically located offices from which services are provided regionally. They are located near the I-95/US Route One corridor which runs south to north. The offices are located in South Portland, Bangor, and Presque Isle; each about two hours apart. Services are available to a cross-disability population across Maine. Maine's total population is approximately 1.3 million people, with an estimated 300,000 people who have a disability.*

### 3.2 Expansion of Network – 34 CFR 364.25

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

*Alpha One is the only Center for Independent Living (CIL) in Maine. Alpha One delivers services statewide through a network of offices, home visits, and outreach. Founded in 1978, Alpha One continues to develop programs that extend its array of Independent Living services to reach as many Maine citizens with disabilities as possible; however, Maine's population is, on a per capita basis, the oldest of any state in the nation and that trend line will only accelerate as the baby boom generation ages. Given a myriad of other factors such as the geographic dispersion of the population; the oldest housing stock in the nation; the particular demands of Maine winters, especially with a fluctuating energy market, and; the relatively modest per capita income of all Maine citizens which particularly impacts people with a disability, independent living in Maine has unique and particular challenges.*

*By the year 2020, one in five Maine citizens will be older than 65. According to current census data, one in five Maine citizens already experience a disability that limits at least one activity of daily living. Therefore, expansion of Alpha One's capacity is urgently needed in order to make Independent Living services available in rural and urban areas of the state that are not fully served and to address the increased number of people experiencing disability. These areas include the Western Maine counties of Oxford, Franklin and Somerset; the Mid-coast counties of Sagadahoc, Hancock, Waldo and Lincoln; and Downeast Maine-Washington County.*

*Increased resources would enable Alpha One to extend its service reach to consumers. One example of resource development is a proposal being developed by Alpha One in response to an RFP from ACL regarding establishing an Alternative Financing Program. It proposes to establish a financial literacy program for consumers who have credit issues that prevent them from acquiring a loan to purchase AT products to enhance their independence. It would also offer a small loan as means to build or repair credit as well as connect "unbanked" consumers to banks or credit unions that offer incentives to new customers. Lastly, it would promote other assets development resources such as PASS, ABLE Accounts, etc. Most agencies with programs in underserved areas cannot divert their funding from current services they provide, so Alpha One will coordinate with programs in underserved areas to improve synergies that bolster independent living without taking away from the existing programs. So, "increased resources" will mean identifying where Alpha One's Independent Living expertise will add value and is mutually beneficial to these enterprises. Innovative approaches to service delivery can amplify limited resources through cooperative planning.*

*Alpha One will continue to develop additional grants and programs for bringing funding into the Independent Living service areas. Additional funds would support a combination of electronic/virtual service delivery and additional offices in underserved areas. If additional Part C/B and/or State funds are made available, Alpha One would begin expansion of services to rural areas by establishing a circuit rider model that would be implemented to provide a regularly scheduled presence by Alpha One peers in various locations in rural communities. These locations might include local CareerCenters, other non-profit organizations including those serving older people and younger people, schools, and community centers. At each location, peers would offer core Information & Referral, Self-*

*advocacy training, Peer support, and Skills training. Areas would be served in the following priority: Oxford County, Washington County, the mid-coast counties, and Franklin and Somerset Counties.*

*Another priority is to serve minority groups in Maine. Alpha One has had some measure of success with serving the immigrant Somali population, but there is a growing number of other immigrant groups that are not being served. These populations are primarily located in major urban settings including Portland and Lewiston. If additional funds are identified, Alpha One will hire members of one or more minority groups to conduct outreach to these varied groups to introduce Independent Living services and resources.*

*Alpha One will be funded at the same federal Part C funding level as last year. Alpha One will receive 100% of any additional Part C funds. If a Cost of Living Adjustment is approved, Alpha One will receive the associated increase in funding.*

### 3.3 Section 723 States Only – 34 CFR 364.39

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

N/A

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

N/A

## **Section 4: Designated State Unit (DSU)**

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

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

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

*Maine Statewide Independent Living Council (SILC) is a 501(c)3 and through a contract with the Division of Vocational Rehabilitation (DVR), is responsible for and carries out its own administrative support activities. The DVR DSE is the contract manager for the SILC contract, on behalf of both DVR and the Division for the Blind and Visually Impaired (DBVI). DVR previously provided the administrative support for filing of reports and plans with RSA.*

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

*The Division of Vocational Rehabilitation (DVR), on behalf of both itself and the Division for the Blind and Visually Impaired (DBVI), contracts with Alpha One (CIL) to deliver Part B Independent Living services, and provides administrative and fiscal oversight of that contract. DVR is available to provide technical support and assistance to Alpha One (CIL) on grant related issues. The contract provisions require that Alpha One will follow appropriate fiscal and programmatic record keeping, meet EEO requirements, as well as comply with other federal and State requirements.*

## **Section 5: Statewide Independent Living Council (SILC)**

### **5.1 Resource plan – 34 CFR 364.21(i)**

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

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

*The anticipated budget for this SPIL period reflects a joint effort by the Maine SILC, CIL, and DSE to build upon accomplishments and resources garnered during the prior SPIL period. In fiscal year 2014, DSE provided additional funds which allowed Maine SILC to hire a part-time Executive Director. Having a dedicated, paid staff person greatly enhanced the SILC's capacity to carry out SPIL objectives and led to tangible increases in SILC membership, visibility within the disability community, consumer input, and resources. In fiscal year 2016, Maine SILC was awarded a grant by the Maine Developmental Disabilities Council to develop an Independent Living report for the State. Additionally, DSE helped secure from Maine DHHS the matching funds required for Maine SILC to hire an AmeriCorps\*VISTA to increase staff capacity. Unfortunately, Maine SILC has not received any applicants for the AmeriCorps\*VISTA position, but got a glimpse of what additional staff capacity could mean for SPIL activities and Independent Living services in Maine while partnering with Goodwill Industries of Northern New England in Spring 2016 to bring on a SPIL coordinator as part of a paid work experience.*

*To carry out the objectives in the 2017 – 2019 SPIL, the Maine SILC resource plan most notably seeks to expand the executive director position from part-time to full-time, hire a part-time Independent Living Coordinator, and increase funding for accessibility to allow members and people with disabilities to fully participate in the SILC's activities. In year one, Maine SILC, CIL, and DSE agreed to maintain the same level of I&E funds as in recent years, explore whether Maine DHHS is willing to redirect AmeriCorps\*VISTA monies intended to the resource plan needs identified above, and increase Part B funds to meet remaining budget need. Increasing the Part B allocation for Maine SILC inherently means less Part B funds for the CIL, but the CIL and Maine SILC believe this approach provides an improved infrastructure for a robust SPIL as well as the needed personnel to vigorously seek grants, foundations, and other financial resources that Maine SILC, CIL, and DSE agree are*

*necessary in year two, three, and the long-term to enhance and expand all Independent Living services.*

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

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

*Maine SILC carefully monitors and shepherds resources, finding in-kind opportunities whenever possible. The Council Treasurer works with the Executive Director and Fiscal Agent to oversee the finances of the organization. The Treasurer also prepares regular written reports and reviews them with the entire Council at each bi-monthly Maine SILC business meeting.*

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

*As a 501(c)3 non-profit organization, Maine SILC is not a state agency. As an independent organization with its own staff and fiscal accounting, it remains independent of any other entity.*

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

*As an independent 501(c)3, Maine SILC is able to oversee the most effective use of its resources. Additionally, recent changes within WIOA allow Maine SILC to seek grants and other funding opportunities; thus, enhancing resources currently in existence and building capacity to meet the designated goals and objectives of the SPIL. Maine SILC will follow all conditions prescribed within any received grant and or other funding, as monitored in the context of the fiscal management as outlined above.*

5.2 Establishment and Placement – 34 CFR 364.21(a)

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

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

*Maine SILC became incorporated in the State of Maine as Statewide Independent Living Council, and it received federal 501(c)3 tax exempt status in 2004. Maine SILC is an independent organization and is not contained within any State agency.*

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

Describe the process used by the State to appoint members to the SILC who meet the

composition requirements in section 705(b).

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

*Maine SILC Membership Committee recruits individuals to serve on the Council, and a list of prospective new members is developed to be approved by the SILC membership. These nominees are asked to make formal application to the Governor for appointment to the Council. All current members have been appointed by the Governor.*

*According to Maine SILC bylaws, individuals are able to serve two three-year terms. Maine SILC makes every effort to gain representation from diverse disability groups. The Council also seeks to gain representation from as many geographic counties as we can in this rural, 16-county State. What was viewed as a weakness (10 council members in 2014) is now a strength, as we have 21 members (of 22 seats available), and have other individuals interested in pursuing appointment to the Council.*

#### 5.4 Staffing – 34 CFR 364.21(j)

Describe how the following SILC staffing requirements will be met:

- SILC supervision and evaluation, consistent with State law, of its staff and other personnel as may be necessary to carry out its functions.

*Maine SILC currently employs a part time (i.e. 26-hour/week) Executive Director. As outlined in the SPIL Goals and Objectives, the intention is to build capacity by increasing the the Director position to full-time and adding a part time position to support the expanded work of the Council. The Council is the employer of current and future staff, with the Chair acting as supervisor. As supervisor, the Chair (in conjunction with the Council) is responsible for oversight and evaluation of staff.*

*The representative of the DSE on the Council does provide an interface for communication between Maine SILC and the Director of both the Division of Vocational Rehabilitation (DVR) and the Division for the Blind and Visually Impaired (DBVI). However, the Council independently oversees its activities, including those of its staff.*

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

*Due to its status as a distinct non-profit entity, Maine SILC is able to hire staff and assign duties free of any conflict of interest. Required reports are written by the Executive Director, as developed in conjunction with the entire Council. Maine SILC and its Executive Director take independent responsibility for annual report and SPIL submissions to the ACL.*

*A conflict of interest policy is incorporated into Maine SILC bylaws.*

## **Section 6: Service Provider Requirements**



Describe how the following service provider requirements will be met:

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

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

*Alpha One (CIL) ensures that these requirements are carried out under the contract between the Division of Vocational (DVR) and Alpha One (CIL) which is monitored by the DSE and the contract manager. All Independent Living Specialists are oriented and trained in the Independent Living philosophy upon hire. Further training reinforces consumer choice and control of services. Each Independent Living Specialist follows Standard Operating Procedures created for the Independent Living Services Program.*

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

*Alpha One (CIL) provides effective communication alternatives for people with significant disabilities through such means as ASL interpreting, audio tape, alternative computer formats, large print, or other mode. For those with limited English proficiency, native language is used to facilitate communication and understanding either through interpreter or materials. Both the Maine Statewide Independent Living Council (SILC) and CIL provide materials in alternative formats, as needed and upon request.*

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

*Alpha One (CIL) regularly updates Independent Living staff training and development specific to the Independent Living Services Program. The Executive Director of Alpha One ensures that the history and philosophy of Independent Living are provided for both the staff and Board of Directors of Alpha One. Alpha One (CIL) provides staff with regular Independent Living training through ILRU and IL-Net, as well as other training and orientation pertinent to the Independent Living services at Alpha One.*

- Affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.

*Alpha One(CIL) is an equal opportunity employer committed to the employment of qualified individuals with significant disability. This is reflected by the percentage (59%) of CIL employees who have a self-identified disability.*

## 6.2 Fiscal Control and Fund Accounting – 34 CFR 364.34

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

*The Maine Statewide Independent Living Council (SILC), under Maine state law and in accordance with operations as a 501(c)3 non-profit organization, continues to work with Alpha One as fiscal intermediary for the SILC and to maintain appropriate internal controls to ensure the proper disbursement of and accounting for funds made available to the SILC. On an annual basis, the SILC records maintained by Alpha One are reviewed by an independent accounting firm. The SILC has a treasurer position on the Council. The Treasurer is in regular contact with the fiscal agent (Alpha One) and the Council Treasurer reports to the SILC at each Council meeting.*

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

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

*Financial records for the Maine Statewide Independent Living Council (SILC), as maintained by Fiscal Intermediary (Alpha One), are kept at Alpha One's main facility at 127 Main Street, South Portland, Maine. The CIL's only financial connection with the SILC is as its contracted fiscal agent. Access shall be made available to duly authorized personnel upon request. The SILC Treasurer reports to the entire Council at each Council meeting as to the fiscal health of the organization.*

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

*The DSE contracts directly with both the Maine Statewide Independent Living Council (SILC) and with the CIL (Alpha One). Quarterly and annual financial reports are submitted as required by contract. Both the SILC and CIL submit annual reports, as deemed necessary by the Secretary.*

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

*The contracts and financial records are kept by the contract managers at the Division of Vocational rehabilitation (DVR) as well as by the SILC and Alpha One (CIL). Access is made available to duly authorized representatives, as requested.*

## 6.4 Eligibility – 34 CFR 364.40; 34 CFR 364.41

- Eligibility of any individual with a significant disability, as defined in 34 CFR 364.4(b), for IL services under the SILS and CIL programs.

*The eligibility of individuals seeking Independent Living services is established by rules adopted through the Maine Administrative Procedure Act. The Independent Living Services (ILS) rules promulgated in 2008 eligibility and nondiscrimination language is below. These rules can be found at: <http://www.maine.gov/sos/cec/rules/12/152/152c007.doc>.*

*The ILS Program is operated in compliance with the Federal Rehabilitation Act of 1973, as Amended. The legal authorities for the policies contained in the ILS Policy Manual are Title 29 U.S.C. 720 et seq.; Title 34 CFR Part 365 in the Federal Register, and Title 26 M.R.S.A., Chapter 19, section 1411, et seq.*

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

*Maine Independent Living Services rules state:*

*When appropriate, ILS Program staff shall provide advocacy or referral necessary to support people with significant disabilities in securing needed services or goods from other agencies and organizations.*

- Determination of an individual's eligibility for IL services under the SILS and CIL programs in a manner that meets the requirements of 34 CFR 364.51.

*Maine Independent Living Services rules state:*

*An individual is eligible for ILS Program services if an evaluation documents the following:*

*A. That the individual has a significant physical or mental disability which for that individual constitutes or results in a severe limitation(s) in ability to function independently in family or community setting;*

*B. That IL Services may reasonably be expected to assist the Individual to function independently in a family or community setting; and*

*C. The consumer's ability to direct the IL service planning and selection with or without assistance.*

*D. The evaluation(s) shall take into consideration any relevant case record materials available from the ILS Program or other sources. A special diagnostic study(ies) shall be conducted for purposes of determining eligibility for IL Services only if already available information is not complete, relevant, or current. The evaluation(s) shall be sufficient in scope to determine which services will best meet the current needs of the individual for functioning more independently in family or community setting.*

- Application of eligibility requirements without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability of the individual applying for IL

services.

*Maine Independent Living Services rules state: Eligibility is determined without regard to sex, race, creed, age, color, national origin or type of disability.*

- Non-exclusion from receiving IL services of any individual who is present in the State and who is otherwise eligible for IL services, based on the imposition of any State or local residence requirement.

*Maine Independent Living Services rules state: There is no residency requirement which would exclude from services a person living in Maine.*

#### 6.5 Independent Living Plans – 34 CFR 364.43(c)

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

*Maine Independent Living Plans are developed in conjunction with and signed by the consumer and an Alpha One (CIL) Independent Living Specialist. All consumers are informed of their right to waive the development of an Independent Living Plan. Consumers who decide to waive an Independent Living Plan are still able to select Independent Living goals and to receive Independent Living services to achieve those goals.*

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

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

*The Maine Bureau of Rehabilitation Services website (<http://www.maine.gov/rehab/cap.shtml>) provides information about the Client Assistance Program (CAP). The website outlines how the CAP can help, the rights of applicant or client, and the contact information for CARES Inc., the current CAP contractor in Maine.*

*Alpha One, Maine's only Center for Independent Living (CIL), informs all clients about the existence and purpose of the CAP. Alpha One provides information verbally, in written format, and electronically as needed by the individual client.*

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

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

*Safeguards for individuals seeking Independent Living services are detailed in the Independent Living Services rules promulgated in 2008 in the Confidentiality section. These rules can be found at <http://www.maine.gov/sos/cec/rules/12/152/152c007.doc>.*

*The rules governing the OIB program promulgated in 2007 also address confidentiality and privacy. These rules can be found at <http://www.maine.gov/sos/cec/rules/12/150/150c105.doc>.*

*Alpha One's (CIL) policies also address confidentiality which can be found on their web page [www.Alphaonenow.org](http://www.Alphaonenow.org).*

*All Alpha One (CIL) programs require that release of information forms be explained to individuals prior to their signature.*

## **Section 7: Evaluation**

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

### *Evaluation of Effectiveness of Plan*

*The Maine Statewide Independent Living Council (SILC) will develop an annual Work Plan based on the specific activities/measurable outcomes for the Goals/Objectives identified in section 1 of this document. The Work Plan tasks will be assigned to standing committees, each with a charge aligned to the activities/outcomes outlined. These committees will include the Transition, Transportation, Housing, Community-Based Living (including aspects of Emergency Planning and Preparedness), AT/IT, Economic Self-Sufficiency, and Employment Committees. Matters related to Organizational Capacity of the SILC will be addressed by the Executive Committee*

*The seven standing committees will monitor, review, and evaluate the goals/objectives of the State Plan for Independent Living (SPIL), as assigned by the Work Plan. All committees will include a minimum of three SILC members, but may include interested non-members. Representatives of the CIL and DSE serve on the SILC, and will be involved in the evaluation process. All committees will meet a minimum of four times per year. Committee chairs will distribute reports at all scheduled SILC meetings regarding the progress toward respective SPIL Goals/Objectives based on the selected model of evaluation. Each Committee shall use the Evaluation of Effectiveness Model outlined below.*

### *Evaluation of Effectiveness Model*

*The SILC will use the following model to evaluate all areas identified within the SPIL goals/objectives:*

*1. Engage parties with shared interest(s)/goal(s)*

- Who should be involved?*
- How might they be engaged?*

- *Have individuals with disabilities (individually or as community/advocacy groups) been adequately engaged?*

## *2.Focus*

- *Who/what needs to be evaluated?*
- *What is the purpose of the evaluation?*
- *Who will use the evaluation and how will they use it?*
- *What questions will the evaluation seek to answer?*
- *What information do we need to answer the questions?*
- *When is the evaluation needed?*
- *What evaluation design will be used?*

## *3.Collect data*

- *Identify sources of information.*
- *Identify collection methods (survey, interview, observations, testimonials, etc.).*
- *When will data be collected?*
- *What is needed to collect the information?*

## *4.Analyze and interpret*

- *How will the data be analyzed?*
- *How will the information be interpreted, and by whom?*
- *What will we learn, and what are the limitations?*

## *5.Use*

- *How will the evaluation be communicated or shared?*

*As suggested regarding the Work Plan, the SILC will focus on identifying and evaluating measurable outcomes, and will explore the need for establishing a Program Evaluation Committee to focus on learning outcome-based approaches for evaluation of Goals/Objectives. In addition to review of the SILC Work Plan at all full SILC meetings, the SILC will use the 704 as a tool for analyzing and evaluating the Goals/Objectives of the SPIL.*

### *Consumer Satisfaction*

*The SILC has collaborated with the CIL to construct/revise and distribute a customer satisfaction survey. The survey will be distributed to a minimum of 100 individuals each year for the three year period. The CIL will provide the SILC with a summary of consumer satisfaction results, and the SILC will then evaluate the satisfaction of individuals with significant disabilities who have participated in the services. Additionally, the SILC will seek consumer input on Independent Living services through public comments at SILC meetings, and through multiple public forums and focus groups throughout the State.*

*The SILC also is in the process of developing an Independent Living Report Card. The Maine SILC watched and learned as changes to WIOA gave all SILC's more ability and flexibility in how we approach our mission and vision. When the opportunity opened to allow SILC's to write grants, the Maine SILC members met to discuss projects we had brainstormed in the past, but had not been able to begin for any number of reasons. The most obvious idea on our "list" was to create a yearly state report card on independent living in Maine. This was viewed as an important project because we believe there is confusion as*

*to what independent living means in Maine. The yearly Report Card will serve to establish a baseline and yearly benchmarks to demonstrate how Maine is doing in supporting people seeking independence. It also will serve as an evaluation tool to assist in measuring progress on SPIL goals/objectives.*

*The work includes research, analyzing the data, creating a tool that is both useful and understandable, and then disseminating the final report to the public in a variety of media formats. Intended outcomes include public information sharing, creating a tool that is helpful in spurring change, informing the Maine public of what is / is not working, and creating a vehicle to promote positive growth and change. This process examines various areas of independent living important to all the disability groups.*

### **Section 8: State-Imposed Requirements**

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

*In Maine, services to develop an Independent Living Plan are provided without a financial needs test. However, within the Title VII part B IL program, individual consumer financial resources are assessed on a case by case basis using a standardized worksheet to determine consumer participation.*

*Various programs have financial eligibility requirements (e.g., the mPower program, the Adaptive Equipment Loan Program, has established financial procedures through the Finance Authority of Maine (FAME) to ensure equitable service provision.)*