

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

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

VII

PART B - INDEPENDENT LIVING SERVICES

Part C - Centers for Independent Living

State: PENNSYLVANIA

FISCAL YEARS: 2021-2023

Effective Date: October 1, 2020

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Executive Summary

The mission statement for the IL Network in Pennsylvania is “The mission of this SPIL is to ensure the best quality of life for people with disabilities through improved access, increased funding, full inclusion, integration and the support and cooperation of governmental entities, key stakeholders and the network of CILs.” In keeping with that mission, the 2021-2023 State Plan for Independent Living is focused on the maintenance and expansion of the CIL (Center for Independent Living) network. Additionally, as is demonstrated below, there is an overriding effort to increase statewide collaboration and activities to bring Pennsylvania’s IL network together to achieve improvements in the lives of people with disabilities in every corner of the state.

In order to accomplish this statewide initiative, a polished and reinvigorated statewide action team has been designed which will focus on the following key areas that will benefit people with disabilities that are both new advocates as well as those that have been around the block a few times already. The attention of this statewide action team will be directed primarily at the following core issues:

- Implementing strategies to create social change that will lead to full inclusion and integration for all Pennsylvanians with disabilities
 - PA IL Network will work with Statewide Coalition affiliates to empower people with disabilities) PWDs to become self-advocates and promote the IL philosophy
 - Statewide Coalition affiliates will coordinate ADA Training and tools to increase statewide accessibility
 - Based on priorities set by the Statewide Coalition, which are consistent with the following objectives, CILs will work to increase the number of PWD’s on groups that make policy decision or advice that directly impact the lives of people with disabilities
- Improve access to services and supports by increasing access to transportation.
 - PA IL Network will develop and implement a community needs assessment to obtain data
 - Led by the Statewide Coalition affiliate, each CIL will gather and analyze the data to determine gaps in accessible and affordable transportation
- Improve access to services and supports by increasing access to housing
 - PA IL Network will develop and implement a community needs assessment to obtain data
 - Based on priorities set by the Stateside Coalition, which are consistent with the following objectives, CILs will work to increase the number of PWD’s on groups that make policy decision or advice that directly impact housing
 - Statewide Coalition affiliates will coordinate housing training and tools to increase statewide accessible and affordable housing
- Improve access to services and supports by increasing access to home and community based services (HCBS)

- PA IL Network will assess the current status of HCBS in Pennsylvania
- PA IL Network will develop methods for promoting informed consumer choice.

The 2021-2023 State Plan for Independent Living also includes:

- A chart of services currently being provided by the existing CILs as well as a description of their service areas.
- A financial plan showing current resources and their uses and a chart with detailed uses of the federal and state funds governed by this plan.
- An outreach plan detailing activity to be implemented to reach out both statewide and targeting priority areas for unserved/underserved areas and populations.
- A detailed evaluation plan to monitor, review and evaluate the implementation of this plan.

The Statewide Independent Living Council (SILC), Centers for Independent Living, and the Designated State Entity (PA Office of Vocational Rehabilitation) will continue to work closely with each other to coordinate efforts to maximize resources to support community life for people with disabilities. Many entities are represented on the SILC, which provides opportunities for coordination and the SILC participates in many collaborations at the state level, taking every opportunity to ensure CILs are maximized and the IL philosophy is infused.

The back sections of the plan focus on legal assurances and authorities as well as the signatures of the SILC Chairperson and the Director of the Designated State Entity agreeing to comply with them.

The last section includes the signatures of the SILC Chairperson and the CIL Directors agreeing to the content of the plan and authorizing its submission to the Administration for Community Living, US Department of Health and Human Services.

It is not anticipated that all the goals and objectives can be achieved in the three years covered by this plan. But public input over many years has demonstrated that individuals who have access to a CIL value it greatly and that individuals who do not have access to a CIL decidedly want a CIL in their area. Furthermore, making headway into many of these topics that were drawn from public input at the forums held in Pennsylvania requires a statewide approach. The partners represented on the SPIL Team which wrote this plan and include the SILC, all of the CILs and the DSE, made the conscious decision to focus the plan on strengthening the network through collaboration and objectives that will result in positive benefits for people with disabilities at the local level and across Pennsylvania. These efforts will be continued until every individual with a disability in Pennsylvania has access to not only a CIL and all the services the CILs provide, but all of the other services that all Pennsylvanians have access to as well.

Section 1: Goals, Objectives and Activities

1.1 Mission:

Mission of the Independent Living Network and the SPIL

Mission: The mission of this SPIL is to ensure the best quality of life for people with disabilities through improved access, increased funding, full inclusion, integration and the support and cooperation of governmental entities, key stakeholders and the network of CILs.

1.2 Goals:

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

1. Create and maintain a Statewide Coalition in order to strengthen the PA IL Network and respond to emerging disability issues
2. Implement strategies to create social change that will lead to full inclusion and integration for all Pennsylvanians with disabilities
3. Improve access to services and supports by increasing access to transportation.
4. Improve access to services and supports by increasing access to housing
5. Improve access to services and supports by increasing access to HCBS

1.3 Objectives

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

1. Create and maintain a Statewide Coalition in order to strengthen the PA IL Network and respond to emerging disability issues

Action Steps:

- 1.1.a SILC will collaborate with DSE to develop the framework for a Request for Proposal (RFP).
- 1.1.b A non-profit, professional association that supports the PA IL Network that, espouses the IL Philosophy will be sought to administer the Statewide Coalition .
- 1.1.c PA IL Network will ensure the participation of all state and federally funded CILs.
- 1.1.d A stakeholder group will be established to advise the Statewide Coalition The initial stakeholder group will consist of the following:
 - i. 2 CIL Directors
 - ii. 2 Statewide Coalition Affiliate representatives
 - iii. 2 SILC Representatives
 - iv. 1 DSE Representative
 - v. 2 Disability Community Partners
 - vi. 1 Administrator
- 1.1.e The stakeholder group will operate under the following guidelines:
 - i. serve 6 month
 - ii. the group will convene quarterly
 - iii. no two stakeholders can work for the same organization
 - iv. Membership of the stakeholder group will select new members with approval from the SILC chair.

2. Implement strategies to create social change that will lead to full inclusion and integration for all Pennsylvanians with disabilities

Action Steps:

- 2.1.a PA IL Network will work with Statewide Coalition affiliates to empower PWDs to become self-advocates and promote the IL philosophy
 - i. Work with Statewide Coalition to cultivate a group of new advocates representing all centers for independent living
 - ii. Work with Statewide Coalition to train the next generation of disability advocates on issues represented in this state plan and priorities set by the PA IL Network
 - iii. Develop and coordinate an IL Philosophy and history training statewide
 - iv. Disseminate and promote IL Philosophy training to CILs and other stakeholders. PA IL Network will work with Statewide Coalition affiliates to empower PWDs to become ADA Compliance Assessors
- 2.1.b Statewide Coalition affiliates will coordinate ADA Training and tools to increase statewide accessibility by 5%
 - i. Disseminate and promote ADA training to CILs and other stakeholders
 - ii. Using the ADA tools, establish a team of ADA compliance assessors throughout the state
 - iii. Based on details compiled by the ADA compliance assessors, the Statewide Coalition will analyze what larger ADA compliance needs remain unaddressed in each region and determine and implement advocacy and education or legal strategies as appropriate, with the goal of improving ADA compliance in Pennsylvania by 5%.
- 2.1.c Based on priorities set by the Stakeholder group, which are consistent with the following objectives, CILs will work to increase the number of PWD's on groups that make policy decision or advice that directly impact the lives of people with disabilities
 - i. Statewide Coalition and CILs will work with advocates to determine gaps in membership in groups that make policy decisions
 - ii. Identify and increase the number of PWDs interested in applying for and participating in groups that make policy decisions affecting people with disabilities
 - iii. Statewide Coalition will support advocates to be active members that promote the IL Philosophy
 - iv. Statewide Coalition will track and share best practices in supporting advocates to be active members of their groups, and outcomes/results of their participation related to IL improvements made by the groups.

3. Improve access to services and supports by increasing access to transportation.

Action Steps:

- 3.1.a PA IL Network will develop and implement a community needs assessment to obtain data
 - i. PA IL Network will develop (a) statewide transportation assessment(s)
 - ii. PA IL Network will reach out to state agencies for summary of consumer data on transportation needs

- iii. Led by the Statewide Coalition affiliate, each CIL will gather and analyze the data to determine gaps in accessible and affordable transportation
 - 3.1.b The Statewide Coalition will develop and promote strategies for addressing regional gaps in transportation by increasing availability by 5%
 - i. Each CIL will identify and address at least 1 strategy to champion to address a transportation issue in their local community.
 - 3.1.c PA IL Network and Statewide Coalition will increase and improve Uber/Lyft Accessibility by 10%
 - i. Each CIL will identify and address at least 1 strategy to champion to address an Uber/Lyft accessibility issue in their local community.
- 4. Improve access to services and supports by increasing access to housing
 - Action Steps:
 - 4.1.a PA IL Network will develop and implement a community needs assessment to obtain data
 - i. PA IL Network will develop (a) statewide housing assessment(s)
 - ii. PA IL Network will reach out to state agencies for summary of consumer data on housing needs
 - iii. PA IL Network will collaborate with state agencies and organizations that are developing strategies to increase affordable, accessible housing for individuals with disabilities.
 - iv. Led by the Statewide Coalition affiliate, each CIL will implement the housing assessment(s) in their region
 - v. Led by the Statewide Coalition affiliate, each CIL will gather and analyze the data to determine gaps in accessible and affordable housing
 - vi. The Statewide Coalition will develop and promote strategies for addressing regional gaps in housing to increase availability
 - 4.1.b. Based on priorities set by the Statewide Coalition, which are consistent with the following objectives, CILs will work to increase the number of PWD's on groups that make policy decision or advice that directly impact housing
 - i. PA IL Network will work with advocates to determine gaps in membership in groups that make policy decisions on housing
 - ii. Identify and increase the number of PWDs interested in applying for and participating in groups that make policy decisions affecting housing
 - iii. Statewide Coalition will support advocates to be active members that promote accessible and affordable housing
 - iv. Statewide Coalition will track and share best practices in supporting advocates to be active members of their groups, and outcomes/results of their participation related to housing IL improvements made by the groups.
 - 4.1.c Statewide Coalition affiliates will coordinate housing training and tools to increase statewide accessible and affordable housing by 5%
 - i. Statewide Coalition Affiliate will disseminate and promote housing training to CILs and other stakeholders
 - ii. Statewide Coalition Affiliate will coordinate with the CILS to assist consumers to locate accessible housing of their choice

- iii. Statewide Coalition Affiliate will coordinate with the CILs to conduct outreach with local developers to increase accessible housing options
- iv. Statewide Coalition will track and share best practices in supporting advocates and outcomes/results with of their participation related to IL improvements made by the local developers.

5. Improve access to services and supports by increasing access to HCBS

Action Steps:

- 5.1.a PA IL Network will assess the current status of HCBS in Pennsylvania
 - i. Each Statewide Coalition affiliate will organize people with disabilities in their local community to address the impact of this issue
 - ii. Each Statewide Coalition group will identify and address at least 2 barriers in their local community
- 5.1.b PA IL Network will develop methods for promoting informed consumer choice.
 - i. Statewide Coalition affiliates will coordinate training and tools for understanding/navigating/accessing to provider networks and services to increase statewide informed choice by 5%
 - ii. Disseminate and promote HCBS training to CILs and other stakeholders
 - iii. Statewide Coalition affiliates will ensure that local advocates that have received HCBS training are supported to participate on MCO advisory boards
 - iv. Statewide Coalition affiliates will ensure that local advocates, equipped with HCBS training are supported to preserve and expand consumer control in HCBS

1.4 Evaluation

Methods and processes the SILC will use to evaluate the effectiveness of the SPIL including timelines and evaluation of satisfaction of individuals with disabilities. Strategies for monitoring and evaluating objectives in the SPIL work plan include the following:

SILC will review the SPIL at Quarterly SILC meetings and evaluate whether timelines are being met: If action steps and/or objectives have not been accomplished, analyze why and determine what adjustments need to be made. PA IL Network will utilize a consumer satisfaction survey in SILC/DSE approved data collection software. SILC will also review the annual Consumer Satisfaction Survey Report summarizing responses from consumers receiving independent living services during the year.

SILC will review the quarterly and annual Community Living Services Program reports as well as the 704 Report (Part I) for Pennsylvania and (Part II) from the PACIL members and the ACL/ILA Site Review reports of CILs when available.

SILC will invite each CIL to do a presentation at a SILC meeting to discuss their programs and operations.

1.5 Financial Plan

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

Fiscal Year(s): 2021, 2022, 2023					
Sources	Projected Funding Amounts and Uses				
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities	Retained by DSE for Administrative costs (applies only to Part B funding)
Title VII Funds					
Chapter 1, Part B (including state match)	357,235		0	400,445	37,884
Chapter 1, Part C	0		0	0	
Other Federal Funds					
Sec. 101(a)(18) of the Act (Innovation and Expansion)	0		0	35,000	
Social Security Reimbursement	0		0	0	
Other	0		0	0	
Non-Federal Funds (include the match amount in non-federal funds)	35723.50			33,076.50	
State Funds	0		1,896,375.06		94,818.75
Other	1,000		0	0	

Part B funding is received from DSE with a 10% state match. This is our only source of income.

With regards to funds associated with the CARES Act all funds have been obligated under the FY17-20 SPIL.

Section 2: Scope, Extent, and Arrangements of Services

2.1 Services

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

Table 2.1.A: Independent living services	Provided using Part B (check to indicate yes)	Provided using other funds (check to indicate yes; do not list the other funds)	Entity that provides (specify CIL, DSE, or the other entity)
Core Independent Living Services, as required: <ul style="list-style-type: none"> – Information and referral – IL skills training – Peer counseling – Individual and systems advocacy – Transition services including: <ul style="list-style-type: none"> ▪ Transition from nursing homes & other institutions ▪ Diversion from institutions ▪ Transition of youth (who were eligible for an IEP) to post-secondary life 		X	CIL
Counseling services, including psychological, psychotherapeutic, and related services		X	DSE
Services related to securing housing or shelter, including services related to community group living, and supportive of the purposes of this Act and of the titles of this Act, and adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by, individuals with disabilities) Note: CILs are not allowed to own or operate housing.		X	CIL
Rehabilitation technology		X	DSE
Mobility training		X	DSE
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services		X	DSE CIL
Personal assistance services, including attendant care and the training of personnel providing such services		X	CIL
Surveys, directories and other activities to identify appropriate housing, recreation opportunities, and accessible transportation, and other support services		X	CIL
Consumer information programs on rehabilitation and independent living 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	X	X	CIL

Table 2.1.A: Independent living services	Provided using Part B (check to indicate yes)	Provided using other funds (check to indicate yes; do not list the other funds)	Entity that provides (specify CIL, DSE, or the other entity)
Education and training necessary for living in the community and participating in community activities		X	CIL
Supported living Note: CILs are not allowed to own or operate housing.			
Transportation, including referral and assistance for such transportation and training in the use of public transportation vehicles and systems		X	CIL DSE
Physical rehabilitation		X	DSE
Therapeutic treatment		X	DSE
Provision of needed prostheses and other appliances and devices		X	DSE
Individual and group social and recreational services		X	CIL
Training to develop skills specifically designed for youths who are individuals with disabilities to promote self-awareness and esteem, develop advocacy and self-empowerment skills, and explore career options		X	DSE CIL
Services for children		X	DSE CIL
Services under other Federal, State, or local programs designed to provide resources, training, counseling, or other assistance, of substantial benefit in enhancing the independence, productivity, and quality of life of individuals with disabilities		X	SILC DSE CILs
Appropriate preventive services to decrease the need of individuals with disabilities for similar services in the future		X	SILC DSE CILS
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	X	X	CILS SILC
Such other services as may be necessary and not inconsistent with the Act		X	CILS

2.2 Outreach

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

The following definitions are established with regard to CIL services:

Served – Service area and population of individuals with disabilities have full access to a CIL.

Unserved – No consumers in the area are served.

Underserved – Area is part of the service area of a CIL but individuals with disabilities do not have ready access to the CIL due to the size of the service area.

Current methods of data collection are inconclusive and do not provide direct correlations to indicate whether a county is unserved or underserved. The IL Network has implemented the following plan to gather this information.

PA IL Network will utilize the consumer satisfaction survey in SILC approved data collection software. SILC will review the annual Consumer Satisfaction Survey Report summarizing responses from consumers receiving independent living services during the year.

Upon review of the Consumer Satisfaction Survey Report, SILC will determine counties that are being underserved/unserved and develop strategies for improved service.

SILC will determine the underserved and unserved population by requesting that the CILS programs that are funded under Part C share consumer data in SILC approved data collection software. Federal CILs will report data monthly.

Based upon data from US Census and the Penn State Data Center, Pennsylvania has an estimated population just above 12.8M. Their survey indicates that 1.775 M (July 1, 2018 numbers) Pennsylvania citizens self-identify as having disabilities. Minority population in Pennsylvania total 23.9% of the total population. African Americans make up 10.8%, Hispanic / Latino 7.6%, Asian Americans 3.5% and other populations (Native American, Alaskan Native, Native Hawaiian and Pacific Islanders) with 0.1%. Another 1.7% self-identifying as being of two or more races. 7.2% also identify as foreign-born and some will fit into the minority categories of race and ethnicity. Recent data trends indicate strong growth for Hispanic and Asian populations, particularly in Central and Eastern Pennsylvania. While the CILs are serving a number of individuals with disabilities from minority populations, outreach efforts will continue to target this demographic group.

2.3 Coordination

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

The PASILC and the IL Network partners with the following organizations to promote and expand community living:

- PA Council on Independent Living (PCIL)
- National Council on Independent Living (NCIL)
- Association of Programs for Rural Independent Living (APRIL)
- Client Assistance Program (CAP)
- PA Transportation Alliance

- Pennsylvania Assistive Technology Foundation (PATF)
- Disability Rights Pennsylvania (DRP)
- Pennsylvania Rehabilitation Council (PaRHC)
- Pennsylvania Development Disabilities Council (PA DDC)
- The Arc of Pennsylvania
- Rehabilitation & Community Providers Association (RCPA)
- Pennsylvania Advocacy and Resources for Autism and Intellectual Disability (PAR)
- Pennsylvania Homecare Association (PHA)
- Disability Budget Coalition (DBC)
- Housing Alliance of Pennsylvania
- Tech OWL (Institute on Disabilities at Temple University)
- Pennsylvania Council of the Blind (PCB)
- Pennsylvania Society for Advancement of the Deaf (PSAD)
- Pennsylvania Health Access Network (PHAN)
- Self Determination Housing Project (SDHP)

State Agencies:

- PA Labor & Industry -Office of Vocational Rehabilitation (OVR)
- Office for the Deaf & Hard of Hearing (ODHH)
- PA Department of Human Services (DHS)
- Office of Long Term Living (OLTL)
- Office of Developmental Programs (ODP)
- Office of Medical Assistance Programs (OMAP)
- Medical Assistance Transportation Program (MATP)
- PA Department of Aging
- Pennsylvania Department of Transportation (PennDOT)
- Pennsylvania Department of Health (DOH)
- Pennsylvania Department of State (PA DOS)
- Pennsylvania Emergency Management Agency (PEMA)
- Pennsylvania Housing Finance Agency (PHFA)
- Pennsylvania Department of Community & Economic Development (DCED)

All 16 CILS in Pennsylvania utilize a SILC/DSE approved software to coordinate services and report data to highlight and focus on improving services for people with disabilities in the community.

Section 3: Network of Centers

3.1 Existing Centers

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

Legal name	Counties served	Oversight process	Oversight entity(ies)	SPIL Signatory (yes/no)
Abilities in Motion	Berks	Oversight for this CIL is set by state legislation and this SPIL	DSE/SILC/CILS	Yes
Anthracite Region CIL	Carbon, Luzerne (Hazleton Area), Schuylkill	Oversight for this CIL is set by state legislation and this SPIL	DSE/SILC/CILS	Yes
Center for IL of Bucks County	Bucks	Oversight for this CIL is set by state legislation and this SPIL	DSE/SILC/CILS	Yes
Center for Independent Living Opportunities	Adams, Franklin, York	Oversight for this CIL is set by state legislation and this SPIL	DSE/SILC/CILS	Yes
Freedom Valley Disability Enablement	Chester, Delaware, Montgomery	Oversight for this CIL is set by state legislation and this SPIL	DSE/SILC/CILS	Yes
Lehigh Valley Center for Independent Living	Lehigh, Northampton	Oversight for this CIL is set by state legislation and this SPIL	DSE/SILC/CILS	Yes
Life & Independence for Today	Cameron, Clearfield, Elk, Jefferson, McKean, Potter	Oversight for this CIL is set by state legislation and this SPIL	DSE/SILC/CILS	Yes
Northeast PA Center for Independent Living)	Bradford, Columbia, Lackawanna, Luzerne (Hazleton), Pike, Monroe, Sullivan, Susquehanna, Wayne, Wyoming	Oversight for this CIL is set by state legislation and this SPIL	DSE/SILC/CILS	Yes
CIL of Central PA	Cumberland, Dauphin, Perry, Juanita, Mifflin	Oversight for this CIL is set by federal legislation and this SPIL	ACL/SILC/CILS	Yes
CIL of South Central PA	Bedford, Blair, Cambria, Fulton, Huntingdon, Indiana, Somerset	Oversight for this CIL is set by federal legislation and this SPIL	ACL/SILC/CILS	Yes

Community Resources for Independence	Clarion, Crawford, Warren, Forest, Venango, Erie	Oversight for this CIL is set by federal legislation and this SPIL	ACL/SILC/CILS	Yes
Disability Empowerment Center	Lancaster, Lebanon	Oversight for this CIL is set by federal legislation and this SPIL	ACL/SILC/CILS	Yes
Disability Options Network	Lawrence, Beaver, Butler, Mercer, Allegheny, Armstrong, Westmoreland	Oversight for this CIL is set by federal legislation and this SPIL	ACL/SILC/CILS	Yes
Liberty Resources, Inc	Philadelphia	Oversight for this CIL is set by federal legislation and this SPIL	ACL/SILC/CILS	Yes
CIL of North Central PA	Centre, Clinton, Lycoming, Montour, Northumberland, Snyder, Tioga, Union	Oversight for this CIL is set by federal legislation and this SPIL	ACL/SILC/CILS	Yes
Voices for Independence/ Transitional Paths to Independent Living	Clarion, Crawford, Warren, Forest, Venango, Erie Fayette, Greene, Washington	Oversight for this CIL is set by state and federal legislation and this SPIL	ACL/SILC/CILS DSE	Yes

3.2 Expansion and Adjustment of Network

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

Minimum funding level for a Center and formula/plan for distribution of funds to bring each Center to the minimum. Exceptions must be explained with sufficient detail. Action/process for distribution of funds relinquished or removed from a Center and/or if a Center closes.

Plan/formula for adjusting distribution of funds when cut/reduced. Plan for changes to Center service areas and/or funding levels to accommodate expansion and/or adjustment of the Network. Plan for one-time funding and/or temporary changes to Center service areas and/or funding levels.

In the event that a Part C grant recipient is in danger of not being able to fulfill its statutory obligations and could possibly be relinquished/closed for any reason, that Center for Independent

Living is required to notify ACL and make available to ACL any review, audits, survey of customers, potential legal action, etc. to determine all steps necessary in order to ameliorate the pressing situation and assist management to prevent an interruption of services. ACL should then make available to PA SILC any necessary documentation that will assist ACL and PA SILC in preventing an interruption of services.

An expectation of privacy will be observed by all parties with regard to a CILs consumer records in the database. However, a reasonable sampling of consumer files must be available for review during an annual in person monitoring.

In the event that a Part C grant is relinquished or terminated by dissolution or crisis operation of a CIL, etc., the PA SILC will work with the network of Pennsylvania Centers for Independent Living and ACL to adopt a plan for intervention as soon as possible to ensure the immediate and continued provision of core independent living services to the impacted consumers, retain funding in that Centers service area and establish a new CIL in the relinquished/closed grant's service area(s), all while ensuring that any applicant for the unserved service area(s) has a successful background before being considered to fulfill the statutory obligation.

In the event that a State-funded CIL is in danger of not being able to fulfill its statutory obligations and/or it's funding is relinquished or terminated by dissolution or crisis operation of the CIL, that CIL is required to notify the DSE and accordingly, follow a similar course as outlined above. The DSE and PA SILC will work with the network of Pennsylvania Centers for Independent Living to intervene as soon as possible to ensure the immediate and continued provision of core independent living services to the impacted consumers. The DSE, PASILC and the network of CILs will, as necessary, adopt a plan to help the CIL out of the crisis, retain funding in that Centers service area and establish a new CIL in the relinquished/closed grant's service area(s), all while ensuring that any applicant for the unserved service area(s) has a successful background before being considered to fulfill the statutory obligation.

SILC will establish a monitoring committee that will evaluate compliance with approved standards and assurances. The ad-hoc monitoring committee must consist of the SILC chair, a DSE representative and representatives of at least the following groups: Part C CILs, PA ACT139 funded CILs, consumers, and disability advocates.

It will be the duty of the monitoring committee to determine that a CIL has failed to meet the standards and assurances as stated in the Rehabilitation Act as amended and PA ACT139 as amended.

The ad-hoc monitoring committee will decide upon a Corrective Action Plan for the CIL if it is determined that a CIL fails to fulfill its statutory duties.

Corrective Action Plans may include:

1. Rehabilitating the existing CIL;
2. Reissue the Support Grant to an existing CIL for purposes of restructuring; or
3. Reissue the Support Grant to new or existing CIL for that service area.

Section 4: Designated State Entity

PA Office of Vocational Rehabilitation will serve as the entity in Pennsylvania designated to receive, administer, and account for funds made available to the state under Title VII, Chapter 1, Part B of the Act on behalf of the State. (Sec. 704(c))

4.1 DSE Responsibilities

- (1) receive, account for, and disburse funds received by the State under this chapter based on the plan;
- (2) provide administrative support services for a program under Part B, and a program under Part C in a case in which the program is administered by the State under section 723;
- (3) keep such records and afford such access to such records as the Administrator finds to be necessary with respect to the programs;
- (4) submit such additional information or provide such assurances as the Administrator may require with respect to the programs; and
- (5) retain not more than 5 percent of the funds received by the State for any fiscal year under Part B. for the performance of the services outlined in paragraphs (1) through (4).

4.2 Grant Process & Distribution of Funds

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

The PA Labor & Industry Division of Rehabilitation Services (OVR) is the Designated State Entity for administration of the State plan for independent living.

The Statewide Independent Living Council has selected OVR to serve as the Designated State Entity (DSE) for the State Independent Living Services program (Part B). With their signature on this document, OVR has agreed to accept that responsibility.

In carrying out its duties as DSE, OVR assures that it will abide and adhere to the DSE indicators as outlined in the Rehabilitation Act. Section 706 as amended.

4.3 Oversight Process for Part B Funds

The oversight process to be followed by the DSE.

PA OVR further assures that as DSE it also will carry out its other responsibilities under the Act, including, but not limited to, work with the SILC and CILS to develop delivery of independent living services under Part B of the Act, and for the necessary and sufficient resources needed by the Pennsylvania Statewide Independent Living Council to fulfill its statutory duties and authorities, as authorized in the approved State Plan for Independent Living.

4.4 Administration and Staffing

Administrative and staffing support provided by the DSE.

For the purpose of this SPIL, this section is not applicable at this time.

4.5 State Imposed Requirements

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

Act of Dec. 12, 1994, P.L. 1023, No. 139

<https://www.legis.state.pa.us/cfdocs/legis/li/uconsCheck.cfm?yr=1994&sessInd=0&act=139>

4.6 722 vs. 723 State

Check one:

 722 (if checked, will move to Section 5)

 723 (if checked, will move to Section 4.7)

4.7 723 States

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

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

Section 5: Statewide Independent Living Council (SILC)

5.1 Establishment of SILC

How the SILC is established and SILC autonomy is assured.

The PASILC is an independent 501(C)(3) entity that operates with a governing board of directors. The DSE and the PASILC work in collaboration as described by the Rehabilitation Act as amended.

5.2 SILC Resource plan

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

See chart above for description of funding and the following is a breakdown of how SILC develops its resource plan to fulfill its duties

The PASILC resource plan includes:

Salaries and Benefits - projected expenses needed to employ SILC staff

Equipment Purchase - projected expenses to purchase equipment as necessary

Equipment Lease & Maintenance - cost of leasing and/or maintenance agreements

Audit- projected cost of an annual audit to fulfill state and federal contract requirements.

Computer Software - projected cost to purchase computer software

Consultation - consultation services in specialized areas related to the SILCs mission

Dues/Subscriptions/Fees - costs related to memberships in disability related organizations/groups

Educational Fees - projected expenses for training in personal development

Insurance/Directors & Officers - projected cost for Directors- and Officers- insurance

Insurance/Property - projected cost for property insurance

Meeting Charges - Funds to cover the costs of having quarterly and committee meetings

Payroll Services - projected cost for payroll services, reports, and tax filing purposes.

Postage - projected cost for typical mailings of correspondence

Printing - projected cost of purchasing professional printing services

Reasonable Accommodations - projected cost for disability-related support

Rent - projected cost for office space and off-site storage.

Supplies - typical clerical supplies, binders, miscellaneous materials and supplies

Telephone - projected cost for telephone and computer network expenses

Travel//Lodging, Meals, PAS, and Transportation - projected cost of expenses for board

In carrying out its duties as DSE, OVR assures that it will abide and adhere to the DSE indicators as outlined in the Rehabilitation Act. Section 706 as amended.

The PASILC has an internal process for proper expenditure of funds. In addition to this process, the Finance Committee meets regularly to ensure the funds meet the program responsibilities as well as being properly accounted for. The PASILC also has an annual program audit. The

PASILC is in continual communication with the DSE to ensure the resources are expended properly both before the passage of the plan and during the implementation.

As a contractor, PASILC agrees, as follows, to be responsible for establishing and maintaining adequate procedures and internal financial controls governing the management and utilization of funds provided hereunder which will be in the form pursuant to generally accepted accounting procedures.

In addition, the PASILC has in place fiscal policies and procedures which address internal controls, safe-guarding assets, expenditures, inventory, cash receipts, cash disbursements, bank statement reconciliation, management information systems, inter-fund borrowing, non-expendable property, compliance with all federal and state laws and regulations, and the annual budget process. PASILC develops a budget, to the maximum extent possible, based on existing net assets and anticipated assets under current agreements. Budget revisions are made, as needed, when new funding is received during the fiscal year.

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

There are no conditions or requirements that are imposed by the DSE or any other entity that may compromise the independence of the PASILC, and the PASILC relies to the maximum extent possible on the resources in existence during the period of the implementation of the SPIL.

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

All funds included in the SPIL are based on current fiscal year appropriations and are subject to continued appropriations. Should appropriations cease, be decreased, or be increased, the PASILC and PA CILs will review, and revise as needed, the funding amounts in the SPIL. Any circumstances impacting the availability of funds for the SILC resource plan will result in the SILC and DSE renegotiating the funding for the SILC resource plan.

5.3 Maintenance of SILC

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

Members of the PASILC are appointed by the Governor of the state of Pennsylvania. An application process is in place to ensure the SILC composition and qualification requirements are met. The chairperson is elected, from among the voting members of the SILC, by the voting members of the SILC. Term limits are maintained through record-keeping and by filling vacancies for full terms or partial terms, as applicable. Vacancies are filled in the following manner: The appointed members of the PASILC conduct an annual solicitation of applications for SILC membership statewide. Applications include demographics, background information, experience, and other information necessary to ensure compliance with the composition requirements and to bring the skills, experience, and representation needed for effective

functioning of the SILC. Applications received are reviewed by a committee of the SILC considering all federal requirements, current make-up of the PASILC, and upcoming vacancies. The committee develops recommendations for appointment and presents them to the full PASILC for consideration. Final recommendations are approved by the PASILC and are submitted to the Governor as nominations for appointment. Information presented to the Governor includes the demographic mix of the PASILC and how each nomination lends to compliance with composition requirements, any resume's provided by applicants, justification for the appointment of each nominee, and the recommended appointment term for each nominee.

Section 6: Legal Basis and Certifications

6.1 Designated State Entity (DSE)

The state entity/agency designated to receive and distribute funding, as directed by the SPIL, under Title VII, Part B of the Act is Pennsylvania Office of Vocational Rehabilitation
Authorized representative of the DSE Shannon Austin M.S., CRC, CWDP, GCDP, OWDS
Title: Executive Director.

6.2 Statewide Independent Living Council (SILC)

The Statewide Independent Living Council (SILC) that meets the requirements of section 705 of the Act and is authorized to perform the functions outlined in section 705(c) of the Act in the State is Pennsylvania Statewide Independent Living Council

6.3 Centers for Independent Living (CILs)

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

Abilities in Motion
Anthracite Region CIL
Center for Independent Living Opportunities
Center for IL of Bucks County
CIL of Central PA
CIL of South Central PA
Community Resources for Independence
Disability Empowerment Center
Disability Options Network
Freedom Valley Disability Enablement
Lehigh Valley Center for Independent Living
Liberty Resources, Inc.
Life & Independence for Today (LIFT)
MyCIL (Northeast PA Center for Independent Living)
CIL of North Central PA
Voices for independence/Transitional Paths to Independent Living

6.4 Authorizations

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

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

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

Section 7: DSE Assurances

Shannon Austin, M.S., CRC, CWDP, GCDP, OWDS acting on behalf of the DSE
PA Office of Vocational Rehabilitation located at 1521 N. Sixth Street Harrisburg, PA 17102
Telephone#: 717-783-3784, email address: shaaustin@pa.gov *45 CFR 1329.11* assures that:

- 7.1. The DSE acknowledges its role on behalf of the State, as the fiscal intermediary to receive, account for, and disburse funds received by the State to support Independent Living Services in the State based on the plan;
- 7.2. The DSE will assure that the agency keeps appropriate records, in accordance with federal and state law, and provides access to records by the federal funding agency upon request;
- 7.3. The DSE will not retain more than 5 percent of the funds received by the State for any fiscal year under Part B for administrative expenses;¹
- 7.4. The DSE assures that the SILC is established as an autonomous entity within the State as required in *45 CFR 1329.14*;
- 7.5. The DSE will not interfere with the business or operations of the SILC that include but are not limited to:
 1. Expenditure of federal funds
 2. Meeting schedules and agendas
 3. SILC board business
 4. Voting actions of the SILC board
 5. Personnel actions
 6. Allowable travel
 7. Trainings
- 7.6. The DSE will abide by SILC determination of whether the SILC wants to utilize DSE staff:
 1. If the SILC informs the DSE that the SILC wants to utilize DSE staff, the DSE assures that management of such staff with regard to activities and functions performed for the SILC is the sole responsibility of the SILC in accordance with Sec. 705(e)(3) of the Act (Sec. 705(e)(3), 29 U.S.C.796d(e)(3)).
- 7.7. The DSE will fully cooperate with the SILC in the nomination and appointment process for the SILC in the State;
- 7.8. The DSE shall make timely and prompt payments to Part B funded SILCs and CILs:

1. When the reimbursement method is used, the DSE must make a payment within 30 calendar days after receipt of the billing, unless the agency or pass-through entity reasonably believes the request to be improper;
2. When necessary, the DSE will advance payments to Part B funded SILCs and CILs to cover its estimated disbursement needs for an initial period generally geared to the mutually agreed upon disbursing cycle; and
3. The DSE will accept requests for advance payments and reimbursements at least monthly when electronic fund transfers are not used, and as often as necessary when electronic fund transfers are used, in accordance with the provisions of the Electronic Fund Transfer Act (15 U.S.C. 1693-1693r).

The signature below indicates this entity/agency’s agreement to: serve as the DSE and fulfill all the responsibilities in Sec. 704(c) of the Act; affirm the State will comply with the aforementioned assurances during the three-year period of this SPIL; and develop, with the SILC, and ensure that the SILC resource plan is necessary and sufficient (in compliance with section 8, indicator (6) below) for the SILC to fulfill its statutory duties and authorities under Sec. 705(c) of the Act, consistent with the approved SPIL.¹

Shannon Austin, M.S., CRC, CWDP, GCDP, OWDS, Executive Director

Name and Title of DSE director/authorized representative

Signature

Date

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

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

8.1 Assurances

Susan Tomasic acting on behalf of the SILC . located at 207 House Avenue Suite 107
Camp Hill, PA 17011 | Telephone#: 717-364-1732 | email address: susant318@yahoo.com

45 CFR 1329.14 assures that:

- (1) The SILC regularly (not less than annually) provides the appointing authority recommendations for eligible appointments;
- (2) The SILC is composed of the requisite members set forth in the Act;¹
- (3) The SILC terms of appointment adhere to the Act;¹
- (4) The SILC is not established as an entity within a State agency in accordance with 45 CFR Sec. 1329.14(b);
- (5) The SILC will make the determination of whether it wants to utilize DSE staff to carry out the functions of the SILC;
 - a. The SILC must inform the DSE if it chooses to utilize DSE staff;

- b. The SILC assumes management and responsibility of such staff with regard to activities and functions performed for the SILC in accordance with the Act.¹
- (6) The SILC shall ensure all program activities are accessible to people with disabilities;
- (7) The State Plan shall provide assurances that the designated State entity, any other agency, office, or entity of the State will not interfere with operations of the SILC, except as provided by law and regulation and;
- (8) The SILC actively consults with unserved and underserved populations in urban and rural areas that include, indigenous populations as appropriate for State Plan development as described in Sec. 713(b)(7) the Act regarding Authorized Uses of Funds.¹
- (9) All recipients of financial assistance under Title VII of the Rehabilitation Act will notify all individuals seeking or receiving services under this Title about the availability of the Client Assistance Program (CAP), the purposes of the program, the services the program provides, and how to contact such program.

Section 8.2 Indicators of Minimum Compliance

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

(a) STATEWIDE INDEPENDENT LIVING COUNCIL INDICATORS. –

- (1) SILC written policies and procedures must include:
 - a. A method for recruiting members, reviewing applications, and regularly providing recommendations for eligible appointments to the appointing authority;
 - b. A method for identifying and resolving actual or potential disputes and conflicts of interest that are in compliance with State and federal law;
 - c. A process to hold public meetings and meet regularly as prescribed in 45 CFR 1329.15(a)(3);
 - d. A process and timelines for advance notice to the public of SILC meetings in compliance with State and federal law and 45 CFR 1329.15(a)(3);
 - e. A process and timeline for advance notice to the public for SILC “Executive Session” meetings, that are closed to the public, that follow applicable federal and State laws;
 - i. “Executive Session” meetings should be rare and only take place to discuss confidential SILC issues such as but not limited to staffing.
 - ii. Agendas for “Executive Session” meetings must be made available to the public, although personal identifiable information regarding SILC staff shall not be included;

- f. A process and timelines for the public to request reasonable accommodations to participate during a public Council meeting;
 - g. A method for developing, seeking and incorporating public input into, monitoring, reviewing and evaluating implementation of the State Plan as required in 45 CFR 1329.17; and
 - h. A process to verify centers for independent living are eligible to sign the State Plan in compliance with 45 CFR 1329.17(d)(2)(iii).
- (2) The SILC maintains regular communication with the appointing authority to ensure efficiency and timeliness of the appointment process.
- (3) The SILC maintains individual training plans for members that adhere to the SILC Training and Technical Assistance Center's SILC training curriculum.
- (4) The SILC receives public input into the development of the State Plan for Independent Living in accordance with 45 CFR 1329.17(f) ensuring:
- a. Adequate documentation of the State Plan development process, including but not limited to, a written process setting forth how input will be gathered from the state's centers for independent living and individuals with disabilities throughout the state, and the process for how the information collected is considered.
 - b. All meetings regarding State Plan development and review are open to the public and provides advance notice of such meetings in accordance with existing State and federal laws and 45 CFR 1329.17(f)(2)(i)-(ii);
 - c. Meetings seeking public input regarding the State Plan provides advance notice of such meetings in accordance with existing State and federal laws, and 45 CFR 1329.17(f)(2)(i);
 - d. Public meeting locations, where public input is being taken, are accessible to all people with disabilities, including, but not limited to:
 - i. proximity to public transportation,
 - ii. physical accessibility, and
 - iii. effective communication and accommodations that include auxiliary aids and services, necessary to make the meeting accessible to all people with disabilities.
 - e. Materials available electronically must be 508 compliant and, upon request, available in alternative and accessible format including other commonly spoken languages.
- (5) The SILC monitors, reviews and evaluates the State Plan in accordance with 45 CFR 1329.15(a)(2) ensuring:
- a. Timely identification of revisions needed due to any material change in State law, state organization, policy or agency operations that affect the administration of the State Plan approved by the Administration for Community Living.
- (6) The SILC State Plan resource plan includes:
- a. Sufficient funds received from:

- i. Title VII, Part B funds;
 - 1. If the resource plan includes Title VII, Part B funds, the State Plan provides justification of the percentage of Part B funds to be used if the percentage exceeds 30 percent of Title VII, Part B funds received by the State;
 - ii. Funds for innovation and expansion activities under Sec. 101(a)(18) of the Act, 29 U.S.C. Sec. 721(a)(18), as applicable;
 - iii. Other public and private sources.
- b. The funds needed to support:
- i. Staff/personnel;
 - ii. Operating expenses;
 - iii. Council compensation and expenses;
 - iv. Meeting expenses including meeting space, alternate formats, interpreters, and other accommodations;
 - v. Resources to attend and/or secure training and conferences for staff and council members and;
 - vi. Other costs as appropriate.

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

Susan Tomasic

Name of SILC chairperson

Signature

Date

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

Section 9: Signatures

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

The effective date of this SPIL is October 1, 2020

SIGNATURE OF SILC CHAIRPERSON

DATE

Susan Tomasic

NAME OF SILC CHAIRPERSON

Abilities in Motion

NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR

DATE

Stephanie Quigley

NAME OF CIL DIRECTOR

Anthracite Region CIL

NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR

DATE

Denise Corcoran

NAME OF CIL DIRECTOR

Center for Independent Living Opportunities

NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR

DATE

Hillary Hasson

NAME OF CIL DIRECTOR

Center for IL of Bucks County

NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR

DATE

Caitlin Chaser

NAME OF CIL DIRECTOR

CIL of Central Pa

NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

Janetta Green
NAME OF CIL DIRECTOR

CIL of South Central Pa
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

George Palmer
NAME OF CIL DIRECTOR

Community Resources for Independence
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

Carl Berry
NAME OF CIL DIRECTOR

Disability Empowerment Center
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

Daniel Stroup
NAME OF CIL DIRECTOR

Disability Options Network
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

Chris Lloyd
NAME OF CIL DIRECTOR

Freedom Valley Disability Enablement
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

Michael Burke
NAME OF CIL DIRECTOR

Lehigh Valley Center for Independent Living
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

Amy Beck
NAME OF CIL DIRECTOR

Liberty Resources, Inc.
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

Thomas Earle
NAME OF CIL DIRECTOR

Life and Independence for Today (LIFT)
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

Robert Mecca
NAME OF CIL DIRECTOR

(MyCIL) Northeast Center for Independent Living
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

Timothy Moran
NAME OF CIL DIRECTOR

CIL of North Central PA
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR

DATE

Misty Dion

NAME OF CIL DIRECTOR

Voices for Independence/Transitional Paths to Independent Living

NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR

DATE

Shona Eakin

NAME OF CIL DIRECTOR

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

DRAFT