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: 2025-2027

Effective Date: 10/01/2024

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EXECUTIVE SUMMARY

The mission statement for the Independent Living (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 centers for independent living (CILs)."In keeping with that mission, the FFY 2025-27 State Plan for Independent Living (SPIL) is focused on the maintenance and expansion of the CIL network. Additionally, there is an overriding effort to increase statewide advocacy collaboration and activities. Together Pennsylvania's IL network will work to improve the lives of people with disabilities in every corner of the state.

There are some changes to this SPIL. PA SILC plans to hold an IL Conference where planning will occur in year one and the conference will commence in year two. Also in year two, the Statewide Coalition Project (SCP) advocates will receive training and then their SPIL role and duties will begin.

In order to accomplish the statewide initiative, the Statewide Coalition Project (SCP) has been redesigned, focusing on 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 Statewide Independent Living Council (SILC) held several public forums (in person, virtual, and hybrid) in order to gather information from the disability community across the state.

The feedback collected from those forums has been used to identify the core issues, which are reflected in the goals throughout this document. The SILC will direct its' focus primarily on the following core issues:

1. Plan an Independent Living (IL) Conference in year one
2. Implementing strategies to create social change that will lead to full inclusion and integration for all Pennsylvanians with disabilities (PWD).
    a. The IL Network will work with the PA state and federal CILs as affiliates of a Statewide Coalition Project to empower PWDs to become self-advocates and promote the IL philosophy.
    b. Work with the Statewide Coalition to cultivate a group of new advocates representing all centers for independent living.
    c. Work with the Statewide Coalition Project to train the next generation of disability advocates on issues represented in this state plan and priorities set by the IL Network.

The 2025-2027 SPIL also includes:

1. A chart of services currently being provided by the existing CILs as well as a description of their service areas.
2. 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.
3. An outreach plan detailing activities to be implemented statewide targeting priority areas for unserved/underserved areas and populations.
4. A detailed evaluation plan to monitor, review and evaluate the implementation of this plan.

SILC, CILs, and the Designated State Entity (DSE) will continue to work closely with each other to coordinate efforts to maximize resources to support community life for people with disabilities. The entities represented on the SILC provide opportunities for coordination, and the SILC also participates in many collaborative relationships at the state level, taking every opportunity to ensure CIL and IL philosophy influences are maximized.

The latter sections of the plan focus on legal assurances and authorities, as well as, the signatures of the SILC Chairperson and the Executive 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 (ACL), United States Department of Health and Human Services (DHHS).

It is not anticipated that all of 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 writers of this plan, including the SILC, all 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: Mission, Goals, Objectives, and Activities

1.1 - MISSION

Mission of the Independent Living Network and the SPIL

The mission statement for the Independent Living (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 centers for independent living (CILs)."

1.2 - GOALS

Goals of the SPIL

Goal #1: Increase accessibility to policymaking for Pennsylvanians

Goal #2: Improving statewide advocacy

Goal #3: Host IL Conference

1.3 - OBJECTIVES

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

Goal #1: Increase accessibility to policymaking for Pennsylvanians

Objective #1.1: Increased accessible and affordable transportation options and training on current resources.

Measurable Indicators:

Indicator #1.1.1: Contribute to a minimum of 3 transportation meetings per quarter

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Objective #1.2: Increased accessible, affordable, and integrated housing options and promotion of resources.

Measurable Indicators:

Indicator #1.2.1: Contribute to a minimum of 3 housing meetings per quarter

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Objective #1.3: Improve access to Home and Community Based Services (HCBS) services and supports

Measurable Indicators:

Indicator #1.3.1: Contribute to a minimum of 3 HCBS meetings per quarter

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Objective #1.4: improved access to state and other governments in policy, structure, programs, and practice

Measurable Indicators:

Indicator #1.4.1: Contribute to a minimum of 3 meetings per quarter

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Objective #1.5: Improved access for the needs of individuals with Brain Injuries, autism, sensory/environmental disabilities, and mental illness

Measurable Indicators:

Indicator #1.5.1: Join and participate in two additional entities dealing with disabilities to increase access

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Objective #1.6: Increased funding for Centers for Independent Living (CILs)

Measurable Indicators:

Indicator #1.6.1: Work with state and federal policymakers

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Objective #1.7: Implementation of recent Guardianship reforms and other policy changes that increase options and provide improved protections for people with disabilities of all ages

Measurable Indicators:

Indicator #1.7.1: Contribute/host a minimum of 4 meetings per year

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Objective #1.8: Individuals with disabilities in their transition from school age to adulthood

Measurable Indicators:

Indicator #1.8.1: Contribute to minimum of one quarterly transition activity addressing employment, post-secondary education, or institutions

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Objective #1.9: Increase Resource Development: PA SILC and the CILs develop additional unrestricted funds

Measurable Indicators:

Indicator #1.9.1: Explore a minimum of 4 potential sources of unrestricted funds per year

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Goal #2: Improving statewide advocacy

Objective #2.1: Work with the Statewide Coalition to cultivate a group of new advocates representing all centers for independent

Measurable Indicators:

Indicator #2.1.1: Work with the CILS and the DSC to restructure the SCP

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Objective #2.2: Work with the Statewide Coalition Project to train the next generation of disability advocates on issues represented in this state plan and priorities set by the IL Network

Measurable Indicators:

Indicator #2.2.1: Recruit one new advocate from each CIL territory who will contribute to at least one meeting where disability policy is affected

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Objective #2.3: PA IL Network will develop a statewide assessment (s) to obtain baseline data to improve access to services and supports

Measurable Indicators:

Indicator #2.3.1: Participate in the creation of an assessment tool to gauge satisfaction with the substance and implementation of the state plan

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Objective #2.4: The SILC SPIL committee will assume responsibility for development of a community needs assessment and draw on partner disability organizations for input on said assessmen

Measurable Indicators:

Indicator #2.4.1: Recruit one new advocate from each CIL territory who will contribute to at least one meeting where disability policy is affected

Indicator #2.4.2: Development of needs assessment tool

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Objective #2.5: The SILC SPIL committee will assume responsibility for development of a community needs assessment and draw on partner disability organizations for input on said assessment

Measurable Indicators:

Indicator #2.5.1: Implementation of needs assessment tool

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

Goal #3: Host IL Conference

Objective #3.1: Tracks will address both longstanding and emerging disability issues. The conference will be consumer-controlled and targeted towards consumers along with their necessary support. Suggested tracks may include attendant care crisis, transportation needs, assistive technology, guardianship, education, transition, financial literacy, new IL leaders, etc

Measurable Indicators:

Indicator #3.1.1: Plan and host a statewide conference

Other Objective info and/or Activities (optional):

Geographic Scope: Statewide

1.4 - EVALUATION

1. SILC will review the SPIL at Quarterly SILC meetings. If action steps and/or objectives have not been accomplished, analyze why, and determine what adjustments need to be made. The IL Network will utilize a consumer satisfaction survey in SILC/DSE approved Federal and State CIL data collection software. SILC will also review the annual Consumer Satisfaction Survey Report summarizing responses from those receiving services. This will be done through email, social media, phone, quarterly PA SILC board meetings (including public comment) and other communication methods or venues as appropriate.

1. 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 PA CIL members and the ACL/ILA Site Review reports of CILs when available.

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

1.5 - PART I: FINANCIAL PLAN

Sources, uses of, and efforts to coordinate funding to be used to accomplish the SPIL 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): 2025 - 2027

October 1, 2024 to September 30, 2027

Sources	Projected Funding Amounts and Uses					
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities	Retained by DSE for Admin. Costs	TOTAL
Title VII Funds						
Chapter 1, Part B	$327697	$0	$0	$387798	$0	$0
Chapter 1, Part C	$0	$0	$0	$0		$0
						$0

Other Federal Funds						
Sec. 101(a)(18) of the Act (Innovation and Expansion)	$0	$0	$0	$0		$0
Social Security Reimbursement	$0	$0	$0	$0		$0
Other	$0	$0	$0	$0		$0
						$0
Non-Federal Funds						
Part B State Match	$0	$0	$0	$79500	$0	$0
Other State Match for Funds in SPIL	$0	$0	$0	$0	$0	$0
State Funds	$0	$0	$0	$0	$0	$0
Other	$0	$0	$0	$0	$0	$0
						$0
TOTAL	$0	$0	$0	$0	$0	$0

1.5.2 - PART II: FINANCIAL PLANNING NARRATIVE

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

- Efforts to coordinate Federal and State funding for centers and IL services, including the amounts, sources, and purposes of the funding to be coordinated.

We are continuing to work with the DSE and other state entities to ensure fee for service opportunities are available for the CILs.

The SILC is awarded a contract by the DSE after submitting a letter that explains why the SILC should be considered for a sole source contract, to provide the services of the state's independent living council. The SILC is funded by a mix of IandE and State General Funds, so the IandE funding is transferred to OVR through a Reimbursable Services Agreement prior to distribution to the SILC. The SILC fulfills its reporting requirements by submitting a report to OVR annually.

Future Funding

Wherever possible, this plan assumes the same level of funding for CILs as the preceding year, unless there are extenuating circumstances (e.g., not meeting the standards and indicators or decrease or increase in funding).

Funding Formula for Independent Living Centers

Working with the IL Network and its SPIL committee, the SILC has introduced a new funding formula for Part-C Centers designed to ensure a transparent and equitable allocation of federally appropriated funds. This new formula sets a minimum funding level and incorporates weighted variables, such as population size, geographical factors, nursing home resident census, eligible youth transition census, and correctional facilities census to address the unique needs of each Center's service area. Originating from the 2011-2013 SPIL's objective to establish a minimum funding level, the formula corrects previous misallocations caused by the unintended application of the Federal American Recovery and Reinvestment Act (ARRA) dollars to the state's base funding level for federally funded CILs, thereby ensuring a more equitable distribution of resources. It is crafted to adapt over time with staggered implementation allowing adjustments with fair and reasonable timelines for impacted CILs and based on evolving IL needs, priorities, and economic conditions, subject to prior approval and consensus. To continuously evaluate and refine this formula, we aim to establish a Funding Formula Review Committee. This committee will convene as needed, at least annually to assess the formula's effectiveness and solicit feedback for any necessary modifications. Furthermore, while our immediate focus is on optimizing Part-C funding, we've designed the formula with the flexibility to extend its application to all state-funded Centers. A pivotal objective for this committee will be to work towards the adoption of this formula by state-funded Centers and in alignment with the provisions of PA Act 139 of 1994. Achieving this would not only streamline funding processes but also ensure consistency and fairness across all Centers across the Commonwealth.

In the upcoming three-year SPIL period, and starting in FY25, we will undertake a controlled adjustment process for Part-C CIL funding to adhere to the newly devised formula. CILs that are above the formula's funding allocation will see their percentage of the funding allocation decrease gradually: by 33% of the excess percentage in the first year, another 33% of the remaining excess in the second year, and the final 34% in the third year to achieve the formula's target. Conversely, CILs below their funding allocation according to the formula will experience an increase in their funding allocation percentages by 33% of the shortfall in the first year, 33% in the second year, and the remaining 34% in the third year to meet their designated formula allocation. Each year, before any changes are applied, a review will be conducted to ensure that the percentage adjustments are accurate reflections of the necessary alignment with the formula, considering any changes in the total

PA Part-C funding award. This ensures that all adjustments are carefully scaled and accurate, whether it's an increase for underfunded CILs or a decrease for those that are overfunded.

Section 2: Scope, Extent and Arrangements of Services

2.1 - SERVICES

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

Core Independent Living Services: Information and referral

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Core Independent Living Services: IL skills training

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Core Independent Living Services: Peer counseling

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Core Independent Living Services: Individual and systems advocacy

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No

Provided using other funds?	Yes
Provided By	CIL

Transition Services: Transition from nursing homes and other institutions

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Transition Services: Diversion from institutions

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Transition Services: Transition of youth (who were eligible for an IEP) to post-secondary life

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Counseling services, including psychological, psychotherapeutic, and related services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	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.

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Rehabilitation technology

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	DSE

Mobility training

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	DSE

Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE

Personal assistance services, including attendant care and the training of personnel providing such services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Surveys, directories and other activities to identify appropriate housing, recreation opportunities, and accessible transportation and other support services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	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

Is this service being provided?	Yes

Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL DSE

Education and training necessary for living in the community and participating in community activities

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Supported livingNote: CILs are not allowed to own or operate housing.

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

Transportation, including referral and assistance for such transportation and training in the use of public transportation vehicles and systems

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE

Physical rehabilitation

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	DSE

Therapeutic treatment

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes

Provided By	DSE

Provision of needed prostheses and other appliances and devices

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	DSE

Individual and group social and recreational services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

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

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE

Services for children

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE

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

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE

	Other (SILC)

Appropriate preventive services to decrease the need of individuals with disabilities for similar services in the future

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE Other (SILC)

Such other necessary services as may be necessary and not inconsistent with the Act

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL

2.1 - OPTIONAL MAP ATTACHMENT

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2.2 - OUTREACH TO UNSERVED AND UNDERSERVED POPULATIONS

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.

Rural Outreach: PA SILC will continue collaborations with the Center for Rural Pennsylvania and APRIL (IL issues) regarding rural concerns for the IL network.

Minority Outreach: PA SILC will collaborate with IL network in performing outreach with minority populations, including PA Governor's Advisory Commissions on African, Asian Americans and Latino Affairs along with other non-profit organizations serving these populations.

Definitions of Unserved and Underserved

A CIL territory is defined as served if the population of individuals with disabilities in that service area have full access to a CIL.

Several factors are to be considered, including data for each of Pennsylvania's 67 counties on numbers of consumers and demographic groups served. This is an issue that SILC will seek to collaborate with all CILs and DSE to make stronger determinations in improving and increasing CIL services across PA.

A community may be defined as unserved if there is no local presence or on-going communication with residents to provide any of the five core services. A community could be defined as underserved if there is only periodic in-person presence to provide one or more of the five core services to one or more individuals. A sector of the disability population within a service region could be defined as underserved if that sector is not represented in the consumer base of the CIL responsible for that service region. Likewise, a sector of the disability population within a service region will be defined as underserved if that sector is underrepresented in the consumer base of the CIL responsible for that service region when compared to the most current census data.

Those communities and population sectors that are unserved or are the most severely underserved will receive priority for outreach. Also see Section 3.2 for further considerations. **Additional details under this section will be determined based upon statewide data gathered through the CIL reporting database.**

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.

The IL Network will utilize the consumer satisfaction survey in SILC approved data collection software. The SILC will review the annual Consumer Satisfaction Survey Report summarizing available responses from consumers receiving independent living services during the year. For FFY 2025-27, we will incorporate use of annual SPIL surveys regarding the SPIL goals via Survey Monkey, email, social media, and other methods as appropriate. This will be done regarding the current SPIL.

Upon review of the Consumer Satisfaction Survey Report, the SILC will determine counties that are being underserved/unserved and develop strategies for improved service and possible expansion of the CIL network. All 67 PA Counties are served by CIL that receives federal, state or both types of funding. Regarding specific disability groups, we heard from individuals with Brain Injuries, autism, deaf-blind, deaf/hard of hearing, and multiple chemical electrical and environmental sensitivities (MCES) who need additional supports and services. Where there is a question regarding unserved or underserved counties or populations, PA SILC may consult with impacted individuals and relevant stakeholders to monitor and suggest guidance to address such concerns through an unbiased or neutral approach. This may include a report summarizing such findings to be shared with state and/or federal agencies and relevant stakeholders.

The SILC will determine the underserved and unserved population by requesting that all CILS share consumer data in SILC approved data collection software. CILs will report data quarterly to SILC.

Based upon data from the US Census, Pennsylvania has an estimated population just above 13 M. Their survey indicates that about 1.8 M Pennsylvania citizens self-identify as having disabilities. Minority populations in Pennsylvania total 24%of the total population. African Americans make up 11%, Hispanic / Latino 8 %, Asian Americans 4 %, and other populations (Native American, Alaskan Native, Native Hawaiian and Pacific Islanders) with under 1%. Another 2% self-identify as being of two or more races. About 7% 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 increase regarding Hispanic and Asian minorities with disabilities.

Geographic Areas

Pennsylvania is a geographically large state with pockets of densely populated areas. To target one or more geographic regions seems disingenuous, because of the expanse of the state and the relatively small areas that are routinely covered by the IL staff members. We know that our network needs to find new ways to reach out to more communities and find ways to bring services to individuals with disabilities living in the periphery of the service areas. During COVID-19, more use of technology has been used to address outreach where appropriate. Use of current technology is helpful here, but lack of rural broadband and cell phone service are still challenges in many parts of PA. Nearly all major regions of PA have rural populations. This is an issue that state and federal governments need to collaborate with the private sector to resolve.

As noted by the Center for Rural Pennsylvania and Pennsylvania State Data Center (2020 with updated projections), nearly 3.4 million people, or about just 26 percent of the state's 13 million residents, lived in Pennsylvania's 48 rural counties. (U.S. Census Bureau 2020)

Outreach activities

In addition to the activities as indicated above, many new outreach efforts have been started. Every CIL and the SILC uses email, websites, and social media to get the word out to the community about core CIL services and other supports they offer. This includes greater efforts to obtain earned media in news publications, television, and radio. In recent discussions with CILs during both the prior SPIL and for this one, we have encouraged CILs to reach into their entire CIL service areas and not just the counties where their offices are located.

2.3 - COORDINATION

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

1. Coordination

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

The SILC and the IL Network partner with the following organizations to promote and expand community living:

1. PA Council on Independent Living (PCIL)
2. National Council on Independent Living (NCIL)
3. Association of Programs for Rural Independent Living (APRIL)
4. Independent Living Research Utilization (ILRU)
5. Client Assistance Program (CAP)
6. PA Transportation Alliance
7. Pennsylvania Assistive Technology Foundation (PATF)
8. Disability Rights Pennsylvania (DRP)
9. Pennsylvania Rehabilitation Council (PaRC)

10. Pennsylvania Development Disabilities Council (PA DDC)
11. The Arc of Pennsylvania
12. Rehabilitation and Community Providers Association (RCPA)
13. Pennsylvania Advocacy and Resources for Autism and

Intellectual Disability (PAR)

1. Pennsylvania Homecare Association (PHA)
2. Housing Alliance of Pennsylvania
3. Tech OWL (Temple University)
4. Institute on Disabilities (Temple University)
5. Pennsylvania Council of the Blind (PCB)
6. Pennsylvania State Association of the Deaf (PSAD)
7. Pennsylvania Health Access Network (PHAN)
8. Inglis / Self Determination Housing Project (SDHP)
9. Western Pennsylvania Disability History Project
10. United Disabilities Services Foundation (UDSF)
11. Aging and Disability Resources Centers (ADRCs)
12. Center for Rural Pennsylvania
13. Federation of the Blind (PA Chapter)
14. PA HCBS Association
15. PA Employment First Oversight Commission

State Agencies:

1. Pennsylvania Department of Labor and Industry
    a. Office of Vocational Rehabilitation (OVR)
        i. Bureau of Blind and Visual Services (BBVS)
        ii. Bureau of Vocational and Rehabilitation Services (BVRS)
    b. Office for the Deaf and Hard of Hearing (ODHH)
2. Pennsylvania Department of Human Services (DHS)
    a. Office of Long-Term Living (OLTL)
    b. Office of Developmental Programs (ODP)
    c. Office of Medical Assistance Programs (OMAP) -includes Medical Assistance Transportation Program (MATP)

    d. Office of Income Maintenance (OIM)
    e. Office of Mental Health and Substance Abuse (OMHSAS)
3. Pennsylvania Department of Aging
4. Pennsylvania Department of Transportation (PennDOT)
5. Pennsylvania Department of Health (DOH)
6. Pennsylvania Department of State (PA DOS)
7. Pennsylvania Emergency Management Agency (PEMA)
8. Pennsylvania Housing Finance Agency (PHFA)
9. Pennsylvania Department of Community and 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, and oversight entity.

3.1 - EXISTING CENTERS

Abilities in Motion

Counties Served: Lancaster, Lebanon

All Sources of Funding:

State Funds

Oversight Process: Oversight for this CIL is set by state legislation and this SPIL

Oversight Entity: DSE

SPIL Signatory: Yes

County Services

Lancaster (Full Services)

Lebanon (Full Services)

Anthracite Region Center for Independent Living

Counties Served: Carbon, Luzerne, Schuylkill

All Sources of Funding:

State Funds

Oversight Process: Oversight for this CIL is set by state legislation and this SPIL

Oversight Entity: DSE

SPIL Signatory: Yes

County Services

Carbon (Full Services)

Luzerne (Full Services)

Schuylkill (Full Services)

Bucks County Center for Independent Living

Counties Served: Bucks

All Sources of Funding:

State Funds

Oversight Process: Oversight for this CIL is set by state legislation and this SPIL

Oversight Entity: DSE

SPIL Signatory: Yes

County Services

Bucks (Full Services)

Center for Independent Living of Central PA

Counties Served: Cumberland, Dauphin, Juniata, Mifflin, Perry

All Sources of Funding:

Title VII Chapter 1, Part C

Oversight Process: Oversight for this CIL is set by federal legislation and this SPIL

Oversight Entity: ACL/OILP

SPIL Signatory: Yes

County Services

Cumberland (Full Services)

Dauphin (Full Services)

Juniata (Full Services)

Mifflin (Full Services)

Perry (Full Services)

Center for Independent Living of South Central Pennsylvania

Counties Served: Bedford, Blair, Cambria, Fulton, Huntingdon, Indiana, Somerset

All Sources of Funding:

Title VII Chapter 1, Part C

Oversight Process: Oversight for this CIL is set by federal legislation and this SPIL

Oversight Entity: ACL/OILP

SPIL Signatory: Yes

County Services

Bedford (Full Services)

Blair (Full Services)

Cambria (Full Services)

Fulton (Full Services)

Huntingdon (Full Services)

Indiana (Full Services)

Somerset (Full Services)

Center for Independent Living Opportunities

Counties Served: Adams, Franklin, York

All Sources of Funding:

State Funds

Oversight Process: Oversight for this CIL is set by state legislation and this SPIL

Oversight Entity: DSE

SPIL Signatory: Yes

County Services

Adams (Full Services)

Franklin (Full Services)

York (Full Services)

Community Resources for Independence

Counties Served: Clarion, Crawford, Erie, Forest, Venango, Warren

All Sources of Funding:

Title VII Chapter 1, Part C

Oversight Process: Oversight for this CIL is set by federal legislation and this SPIL

Oversight Entity: ACL/OILP

SPIL Signatory: Yes

County Services

Clarion (Full Services)

Crawford (Full Services)

Erie (Full Services)

Forest (Full Services)

Venango (Full Services)

Warren (Full Services)

Disability Empowerment Center

Counties Served: Lancaster, Lebanon

All Sources of Funding:

Title VII Chapter 1, Part C

Oversight Process: Oversight for this CIL is set by federal legislation and this SPIL

Oversight Entity: ACL/OILP

SPIL Signatory: Yes

County Services

Lancaster (Full Services)

Lebanon (Full Services)

Disability Options Network

Counties Served: Allegheny, Armstrong, Beaver, Lawrence, Mercer, Westmoreland

All Sources of Funding:

Title VII Chapter 1, Part C

Oversight Process: Oversight for this CIL is set by federal legislation and this SPIL

Oversight Entity: ACL/OILP

SPIL Signatory: Yes

County Services

Allegheny (Full Services)

Armstrong (Full Services)

Beaver (Full Services)

Lawrence (Full Services)

Mercer (Full Services)

Westmoreland (Full Services)

Lehigh Valley Center for Independent Living

Counties Served: Lehigh, Northampton

All Sources of Funding:

State Funds

Oversight Process: Oversight for this CIL is set by state legislation and this SPIL

Oversight Entity: DSE

SPIL Signatory: Yes

County Services

Lehigh (Full Services)

Northampton (Full Services)

Liberty Resources, INC.

Counties Served: Chester, Delaware, Montgomery, Philadelphia

All Sources of Funding:

Title VII Chapter 1, Part C

Oversight Process: Oversight for this CIL is set by state and federal legislation and this SPIL

State Funds

Oversight Process: Oversight for this CIL is set by state and federal legislation and this SPIL

Oversight Entity: DSE and ACL/OILP

SPIL Signatory: Yes

County Services

Chester (Full Services)

Delaware (Full Services)

Montgomery (Full Services)

Philadelphia (Full Services)

Life and Independence for Today

Counties Served: Cameron, Clearfield, Elk, Jefferson, Mc Kean, Potter

All Sources of Funding:

State Funds

Oversight Process: Oversight for this CIL is set by state legislation and this SPIL

Oversight Entity: DSE

SPIL Signatory: Yes

County Services

Cameron (Full Services)

Clearfield (Full Services)

Elk (Full Services)

Jefferson (Full Services)

Mc Kean (Full Services)

Potter (Full Services)

MyCIL (Northeast PA Center for Independent Living)

Counties Served: Bradford, Columbia, Lackawanna, Luzerne, Monroe, Pike, Sullivan, Susquehanna, Wayne, Wyoming

All Sources of Funding:

State Funds

Oversight Process: Oversight for this CIL is set by state legislation and this SPIL

Oversight Entity: DSE

SPIL Signatory: Yes

County Services

Bradford (Full Services)

Columbia (Full Services)

Lackawanna (Full Services)

Luzerne (Full Services)

Monroe (Full Services)

Pike (Full Services)

Sullivan (Full Services)

Susquehanna (Full Services)

Wayne (Full Services)

Wyoming (Full Services)

Roads to Freedom - Center for Independent Living of North Central PA

Counties Served: Centre, Clinton, Lycoming, Montour, Northampton, Snyder, Tioga

All Sources of Funding:

Title VII Chapter 1, Part C

Oversight Process: Oversight for this CIL is set by federal legislation and this SPIL

Oversight Entity: ACL/OILP

SPIL Signatory: Yes

County Services

Centre (Full Services)

Clinton (Full Services)

Lycoming (Full Services)

Montour (Full Services)

Northampton (Full Services)

Snyder (Full Services)

Tioga (Full Services)

Transitional Paths to Independent Living (formerly Tri-County Patriots for Independent Living)

Counties Served: Fayette, Greene, Washington

All Sources of Funding:

Title VII Chapter 1, Part C

Oversight Process: Oversight for this CIL is set by federal legislation and this SPIL

State Funds

Oversight Process: Oversight for this CIL is set by state legislation and this SPIL

Oversight Entity: ACL/OILP

SPIL Signatory: Yes

County Services

Fayette (Full Services)

Greene (Full Services)

Washington (Full Services)

Voices for Independence

Counties Served: Clarion, Crawford, Erie, Forest, Venango, Warren

All Sources of Funding:

Title VII Chapter 1, Part C

Oversight Process: Oversight for this CIL is set by federal legislation and this SPIL

State Funds

Oversight Process: Oversight for this CIL is set by state legislation and this SPIL

Oversight Entity: DSE and ACL/OILP, ACL/OILP

SPIL Signatory: Yes

County Services

Clarion (Full Services)

Crawford (Full Services)

Erie (Full Services)

Forest (Full Services)

Venango (Full Services)

Warren (Full Services)

3.1 - EXISTING CENTERS

CIL Network

Explain the criteria for defining the CIL network, bearing in mind that those CILs included in the network should be those eligible to sign the SPIL.

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 state wideness of Network.

PA does not receive Part C funds. PA is not distributing one-time funds. Part B funds for distribution are used collectively for one statewide project which addresses the specific Project activities in the SPIL. The DSE uses a competitive bid process and advertises request for application or a request for proposal. The DSE provides the scoring committee with evaluation instructions and each scoring committee member signs a certificate of confidentiality and no conflict of interest. The DSE and SILC appoint members of the scoring committee to review the applications. Scoring criteria is based upon the following:

1. eligibility criteria for meeting the definition of a CIL

2. project approach and management plan including but not limited to measurable goals for accomplishing the objective/s of the project, and project evaluation plan

3. project outcomes

4. sustainability of the project

5. a complete and accurate budget

6. realistic timeline

4.2 Does not include the description of the process, policies, and procedures for the DSE to follow in the awarding of grants of Part B funds. SILC DSE uses the Commonwealth Procurement Code, 62 Pa. C.S. 101 *et seq*., and the Procurement Handbook.

The process for soliciting proposals is not included. There is only one State Independent Living Council, as provided for in the PA Independent Living Services Act, 1994- Act 139, as a result, the contract must be a sole source procurement. Accordingly, the DSE uses § 515 of the Procurement Code: Sole source procurement. The contracting officer must first determine in writing that only a single contractor the SILC, can provide the services pursuant to State statute. The written determination authorizing sole source procurement shall be included in the contract file and signed by the head of the purchasing agency when over $250,000. The request for a proposal including a statement of work, deliverables with a timeline, and budget is then made to the SILC to draft a contract.

The SILC must submit a scope of work/program description, list of deliverables with a timeline, and a proposed budget. Generally, the DSE works with the SILC to open and review proposals submitted prior to the deadline issued in the Notice for Application. The proposals are evaluated based on which proposal best meets the objectives of the Request for Application.

The CILs will use Part B and/or C funds, I and E, state funds, individual and corporate donations, municipal grants, foundation grants, fees for service, other state grants, and other federal grants. The SILC will use IandE, State General Funds, administrative fees from foundation grants, and donations.

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 state wideness of Network.

SILC and the IL Network will give priority to unserved and underserved areas as indicated by data submitted from each CIL.

The IL Network recognizes the need to update its minimum funding level for CILs, not only to account for inflation, but also to acknowledge different conditions and circumstances that each CIL operates under. Arriving at more accurate minimum funding levels across all of Pennsylvania's CILs will require much deeper discussion and study, as will the development of a plan or formula to bring each CIL up to its minimum funding level. Minimum funding levels may be different for each CIL's service region.

Pennsylvania's CIL network has been focused on increasing levels for the established 16 CILs.

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

In the event that funds are relinquished or removed from a CIL (either Part B or Part C) and/or a CIL closes, the following steps will be taken:

1. Upon approval of the SPIL, the SILC SPIL committee will be charged with reviewing the SPIL and data from all CILS to determine unmet needs across the state and assist with monitoring of state funded CILs. The SPIL committee will with representation from the SILC, DSE, and the IL Network, issue a competitive RFP to all remaining CILs to redistribute unencumbered funds.
2. The remaining CILs may submit a single proposal, which outlines a plan for serving one, more or all of the communities formerly served by the CIL in question.
3. The review committee will meet to approve plans of service on a community by community basis.
4. Notice of approval will be issued immediately as decisions are made, in order to minimize lapses in service for each community that is up for review.
5. The funding formula will be updated to reflect the change in service areas and include only the CILs that remain.
6. If there are no respondents to the RFP or some communities are not included in CIL proposals, funds will go back into the funding formula for redistribution. Additional Part C funds will be distributed according to a formula developed by the IL Network.

In circumstances where two Centers for Independent Living (CILs) decide and mutually agree to affiliate or merge, the Statewide Independent Living Council (SILC) will discuss the affiliation/merger with the Executive Directors of both CILs. The SILC will then require that each CIL put its intention to affiliate/merge in writing. The SILC will require quarterly updates during the process from the surviving CIL until the effective date of the affiliation/merger. On the effective date, the Board of the surviving CIL will create a resolution memorializing the arrangement and clarifying the entity's status. Once the resolution has been adopted and executed, it shall be submitted to the SILC.

The funding for each CIL's service region shall remain with the remaining CIL.

<u>Unserved/Underserved</u>

The SPIL committee will determine unserved / underserved populations by examining CIL data by county from both 704 reports and information collected by DSE for state funded CILs. Continuing priorities are addressed:

1. Age Ranges: Seniors with disabilities, Youth with disabilities
2. Gender/Sexual Orientation: LGBTQ
3. Disability types: People with the following disabilities-intellectual/ autism, brain injuries, mental illness, deaf/hard of hearing, blind-visual challenges, deafblind, cognitive, and other physical or developmental barrier and multiple chemical electrical environmental sensitivities (MCES).
4. Race and ethnicity: African, Asian, Hispanics, and Native Americans, Alaskans, Hawaiians, Pacific Islanders

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 CIL 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 SILC any necessary documentation that will assist ACL and SILC in preventing an interruption of services.

An expectation of privacy will be observed by all parties with regard to a CIL's 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 SILC will work with the CILs 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 Center's 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 its 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 SILC will work with the network of CILS to intervene as soon as possible to ensure the immediate and continued provision of core independent living services to the impacted consumers. The DSE, SILC and the network of CILs will, as necessary, adopt a plan to help the CIL out of the crisis, retain funding in that Center's 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. Where two CILs merge, regarding the counties in question, the CILs will follow the state or federal guidelines regarding a competitive bidding process as set forth by PA LandI OVR or Federal HHS ACL as appropriate.

SILC encourages all CILs to seek out and acquire alternative means of funding (other public and private grants, donations, fundraising) to reduce the impact that any adjustment in the distribution of funds has on the provision of services.

The SILC SPIL committee will evaluate SPIL compliance with statutory standards and assurances. The committee must consist of the SILC chair, a DSE representative and representatives of at least the following groups: Part C CILs, and State funded CILs, consumers, and disability advocates.

It will be the duty of the SPIL committee to determine if a state funded CIL has failed to meet the standards and assurances as stated in the Rehabilitation Act as amended and PA Act 139 of 1994 as amended.

The SPIL committee will assist the DSE in determining the need for a Corrective Action Plan for the CIL if it is determined that the CIL fails to fulfill its statutory duties. All decisions of SPIL committee will be reviewed and approved by SILC board and the DSE/ACL.

Corrective Action Plans may include:

1. Rehabilitating the existing CIL.
2. If a state funded CIL has been determined by the SILC and DSE that it is no longer eligible based upon eligibility criteria, collaboration with DSE to pursue administrative actions to decertify a state CIL for purposes of restructuring; or to reissue the Support Grant to a new or existing CIL for that service area.
3. If ACL has determined that a federal CIL is no longer eligible based upon eligibility criteria, collaboration with ACL to pursue administrative actions to decertify a state CIL for purposes of restructuring; or to reissue the Support Grant to a new or existing CIL for that service area.

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 the statewide reach of the Network.(Follow the instructions in Title VII, Part C of the Rehabilitation Act of 1973, as amended.)

Definition of served, unserved, and underserved.

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 state wideness of Network.

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2. project approach and management plan including but not limited to measurable goals for accomplishing the objective/s of the project, and project evaluation plan

3. project outcomes

4. sustainability of the project

5. a complete and accurate budget

6. realistic timeline

4.2 Does not include the description of the process, policies, and procedures for the DSE to follow in the awarding of grants of Part B funds. SILC DSE uses the Commonwealth Procurement Code, 62 Pa. C.S. 101 *et seq*., and the Procurement Handbook.

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2. Gender/Sexual Orientation: LGBTQ
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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 CIL 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 SILC any necessary documentation that will assist ACL and SILC in preventing an interruption of services.

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

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In the event that a State-funded CIL is in danger of not being able to fulfill its statutory obligations and/or its 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 SILC will work with the network of CILS to intervene as soon as possible to ensure the immediate and continued provision of core independent living services to the impacted consumers. The DSE, SILC and the network of CILs will, as necessary, adopt a plan to help the CIL out of the crisis, retain funding in that Center's 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. Where two CILs merge, regarding the counties in question, the CILs will follow the state or federal guidelines regarding a competitive bidding process as set forth by PA LandI OVR or Federal HHS ACL as appropriate.

SILC encourages all CILs to seek out and acquire alternative means of funding (other public and private grants, donations, fundraising) to reduce the impact that any adjustment in the distribution of funds has on the provision of services.

The SILC SPIL committee will evaluate SPIL compliance with statutory standards and assurances. The committee must consist of the SILC chair, a DSE representative and representatives of at least the following groups: Part C CILs, and State funded CILs, consumers, and disability advocates.

It will be the duty of the SPIL committee to determine if a state funded CIL has failed to meet the standards and assurances as stated in the Rehabilitation Act as amended and PA Act 139 of 1994 as amended.

The SPIL committee will assist the DSE in determining the need for a Corrective Action Plan for the CIL if it is determined that the CIL fails to fulfill its statutory duties. All decisions of SPIL committee will be reviewed and approved by SILC board and the DSE/ACL.

Corrective Action Plans may include:

1. Rehabilitating the existing CIL.
2. If a state funded CIL has been determined by the SILC and DSE that it is no longer eligible based upon eligibility criteria, collaboration with DSE to pursue administrative actions to decertify a state CIL for purposes of restructuring; or to reissue the Support Grant to a new or existing CIL for that service area.
3. If ACL has determined that a federal CIL is no longer eligible based upon eligibility criteria, collaboration with ACL to pursue administrative actions to decertify a state CIL for purposes of restructuring; or to reissue the Support Grant to a new or existing CIL for that service area.

ACL Feedback Notes:

Please consider adding to this section. We noticed many boxes were left blank.

Minimum funding level for a Center and formula/plan for distribution of funds to ensure that each Center receives at least the minimum.

The IL Network recognizes the need to update its minimum funding level for CILs, not only to account for inflation, but also to acknowledge different conditions and circumstances that each CIL operates under. Arriving at more accurate minimum funding levels across all of Pennsylvania's CILs will require much deeper discussion and study, as will the development of a plan or formula to bring each CIL up to its minimum funding level. Minimum funding levels may be different for each CIL's service region.

Pennsylvania's CIL network has been focused on increasing levels for the established 16 CILs.

Minimum funding level for a Center and formula/plan for distribution of funds to ensure that each Center receives at least the minimum.

A new formula has been developed for Part-C funded centers that uses several factors to determine Part-C funding allocations in an equitable and transparent manner. This formula also calculates the minimum funding level based on the following elements:

-The minimum funding level of $250,000, which Part-C Centers agreed upon in the 2011-2013 SPIL.

-The minimum funding level is adjusted annually--either increased or decreased--based on the percentage change in the total appropriation compared to the previous year.

In the upcoming three-year SPIL period, starting in FY25, we will implement a controlled adjustment process to align Part-C CIL funding with this new formula. CILs currently receiving more than their calculated formula allocation will see a gradual reduction in their funding percentages: 33% of the excess will be reduced in the first year, another 33% in the second year, and the final 34% in the third year to reach the target allocation. Conversely, CILs below their calculated formula allocation will experience a gradual increase: 33% of the shortfall will be added in the first year, 33% in the second year, and the remaining 34% in the third year to achieve the formula's target.

During this three-year transition period, some centers may temporarily fall below the established minimum funding level as we work towards full alignment with the new formula. Each year, before these adjustments are applied, we will conduct a review to ensure the changes accurately reflect the

necessary alignment with the formula, considering any fluctuations in the total PA Part-C funding award. This careful, phased approach ensures that all CILs move towards equitable funding levels in a measured and sustainable way, with the ultimate goal of bringing all centers up to or above the minimum funding level by the end of the process.

The list below outlines the Year 1 adjustments to Part-C funding for Centers based on FY2024 total funding:

Disability Options Network - 2401PAILCL

- Year 1 Funding Amount: $324,175
- Year 1 Funding Change: -$6,106

Disability Empowerment Center, Inc. - 2402PAILCL

- Year 1 Funding Amount: $366,081
- Year 1 Funding Change: -$26,747

Center For Independent Living of Central PA - 2403PAILCL

- Year 1 Funding Amount: $278,358
- Year 1 Funding Change: $16,459

Community Resources for Independence - 2404PAILCL

- Year 1 Funding Amount: $280,517
- Year 1 Funding Change: $15,397

Liberty Resources, Inc. - 2405PAILCL

- Year 1 Funding Amount: $266,710
- Year 1 Funding Change: $39,003

Center For Independent Living Of South Central Pennsylvania - 2406PAILCL

- Year 1 Funding Amount: $302,373
- Year 1 Funding Change: $10,620

Transitional Paths to Independent Living - 2408PAILCL

- Year 1 Funding Amount: $443,436
- Year 1 Funding Change: -$64,847

Voices for Independence - 2409PAILCL

- Year 1 Funding Amount: $366,113
- Year 1 Funding Change: -$26,763

Center For Independent Living Of North Central Pa - 2410PAILCL

- Year 1 Funding Amount: $318,851

- Year 1 Funding Change: $461

Disability Options Network - 2411PAILCL

- Year 1 Funding Amount: $254,379
- Year 1 Funding Change: $42,523

Plan/formula for distribution of new funds (Part B, Part C, one-time funds, etc.)

For Part-C funded centers, the distribution of new funds follows a formula that ensures equitable and transparent allocation. When new funds become available, the minimum funding level for each center, which is the minimum amount a center can receive, is proportionally adjusted based on the percentage change in the total appropriation.

In addition to this proportional change, the funding formula also incorporates other data elements, such as census data and the number of counties served, to ensure that funding is distributed fairly among all centers. This approach guarantees that the allocation of new funds reflects the unique needs and circumstances of each Center while maintaining fairness across the board.

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

For Part-C funded centers, the adjustment of funds in response to a reduction in the total appropriation follows a formula designed to ensure equitable and transparent distribution. The minimum funding level (MFL) for each center, which is the minimum amount a center can receive, is proportionally adjusted based on the percentage decrease in the total appropriation.

In addition to this proportional adjustment, the funding formula also incorporates other data elements, such as census data and the number of counties served, to ensure that the impact of funding reductions is distributed fairly among all centers. This approach ensures that, even in times of reduced funding, the distribution remains equitable and reflective of the unique needs and circumstances of each center.

Priorities for establishment of new CIL(s).

SILC and the IL Network will give priority to unserved and underserved areas as indicated by data submitted from each CIL.

The SPIL committee will determine unserved / underserved populations by examining CIL data by county from both 704 reports and information collected by DSE for state funded CILs. Continuing priorities are addressed:

1. Age Ranges: Seniors with disabilities, Youth with disabilities
2. Gender/Sexual Orientation: LGBTQ
3. Disability types: People with the following disabilities-intellectual/ autism, brain injuries, mental illness, deaf/hard of hearing, blind-visual challenges, deafblind, cognitive, and other physical or developmental barrier and multiple chemical electrical environmental sensitivities (MCES).

4. Race and ethnicity: African, Asian, Hispanics, and Native Americans, Alaskans, Hawaiians, Pacific Islanders

PA does not receive Part C funds. PA is not distributing one-time funds. Part B funds for distribution are used collectively for one statewide project which addresses the specific Project activities in the SPIL. The DSE uses a competitive bid process and advertises request for application or a request for proposal. The DSE provides the scoring committee with evaluation instructions and each scoring committee member signs a certificate of confidentiality and no conflict of interest. The DSE and SILC appoint members of the scoring committee to review the applications. Scoring criteria is based upon the following:

1. eligibility criteria for meeting the definition of a CIL

2. project approach and management plan including but not limited to measurable goals for accomplishing the objective/s of the project, and project evaluation plan

3. project outcomes

4. sustainability of the project

5. a complete and accurate budget

6. realistic timeline

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 state wideness of Network.

4.2 Does not include the description of the process, policies, and procedures for the DSE to follow in the awarding of grants of Part B funds. SILC DSE uses the Commonwealth Procurement Code, 62 Pa. C.S. 101 *et seq*., and the Procurement Handbook.

The process for soliciting proposals is not included. There is only one State Independent Living Council, as provided for in the PA Independent Living Services Act, 1994- Act 139, as a result, the contract must be a sole source procurement. Accordingly, the DSE uses § 515 of the Procurement Code: Sole source procurement. The contracting officer must first determine in writing that only a single contractor the SILC, can provide the services pursuant to State statute. The written determination authorizing sole source procurement shall be included in the contract file and signed by the head of the purchasing agency when over $250,000. The request for a proposal including a statement of work, deliverables with a timeline, and budget is then made to the SILC to draft a contract.

The SILC must submit a scope of work/program description, list of deliverables with a timeline, and a proposed budget. Generally, the DSE works with the SILC to open and review proposals submitted prior to the deadline issued in the Notice for Application. The proposals are evaluated based on which proposal best meets the objectives of the Request for Application.

The CILs will use Part B and/or C funds, I and E, state funds, individual and corporate donations, municipal grants, foundation grants, fees for service, other state grants, and other federal grants. The SILC will use IandE, State General Funds, administrative fees from foundation grants, and donations.

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 state wideness of Network.

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

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

In the event that funds are relinquished or removed from a CIL (either Part B or Part C) and/or a CIL closes, the following steps will be taken:

1. Upon approval of the SPIL, the SILC SPIL committee will be charged with reviewing the SPIL and data from all CILS to determine unmet needs across the state and assist with monitoring of state funded CILs. The SPIL committee will with representation from the SILC, DSE, and the IL Network, issue a competitive RFP to all remaining CILs to redistribute unencumbered funds.
2. The remaining CILs may submit a single proposal, which outlines a plan for serving one, more or all of the communities formerly served by the CIL in question.
3. The review committee will meet to approve plans of service on a community by community basis.
4. Notice of approval will be issued immediately as decisions are made, in order to minimize lapses in service for each community that is up for review.
5. The funding formula will be updated to reflect the change in service areas and include only the CILs that remain.
6. If there are no respondents to the RFP or some communities are not included in CIL proposals, funds will go back into the funding formula for redistribution. Additional Part C funds will be distributed according to a formula developed by the IL Network.

Plan to build capacity of existing CILs and/or expand statewide reach by establishing branch offices and/or satellites of existing CILs.

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 CIL 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 SILC any necessary documentation that will assist ACL and SILC in preventing an interruption of services.

An expectation of privacy will be observed by all parties with regard to a CIL's 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 SILC will work with the CILs 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 Center's 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.

The SILC SPIL committee will evaluate SPIL compliance with statutory standards and assurances. The committee must consist of the SILC chair, a DSE representative and representatives of at least the following groups: Part C CILs, and State funded CILs, consumers, and disability advocates.

It will be the duty of the SPIL committee to determine if a state funded CIL has failed to meet the standards and assurances as stated in the Rehabilitation Act as amended and PA Act 139 of 1994 as amended.

The SPIL committee will assist the DSE in determining the need for a Corrective Action Plan for the CIL if it is determined that the CIL fails to fulfill its statutory duties. All decisions of SPIL committee will be reviewed and approved by SILC board and the DSE/ACL.

Corrective Action Plans may include:

1. Rehabilitating the existing CIL.
2. If a state funded CIL has been determined by the SILC and DSE that it is no longer eligible based upon eligibility criteria, collaboration with DSE to pursue administrative actions to decertify a state CIL for purposes of restructuring; or to reissue the Support Grant to a new or existing CIL for that service area.
3. If ACL has determined that a federal CIL is no longer eligible based upon eligibility criteria, collaboration with ACL to pursue administrative actions to decertify a state CIL for purposes of restructuring; or to reissue the Support Grant to a new or existing CIL for that service area.

Plan/formula for distribution of new funds (Part B, Part C, one-time funds, etc.)

SILC encourages all CILs to seek out and acquire alternative means of funding (other public and private grants, donations, fundraising) to reduce the impact that any adjustment in the distribution of funds has on the provision of services.

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

In the event that a State-funded CIL is in danger of not being able to fulfill its statutory obligations and/or its 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 SILC will work with the network of CILS to intervene as soon as possible to ensure the immediate and continued provision of core independent living services to the impacted consumers. The DSE, SILC and the network of CILs will, as necessary, adopt a plan to help the CIL out of the crisis, retain funding in that Center's 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. Where two CILs merge, regarding the counties in question, the CILs will follow the state or federal guidelines regarding a competitive bidding process as set forth by PA LandI OVR or Federal HHS ACL as appropriate.

Plan for changes to Center service areas and/or funding levels to accommodate expansion and/or adjustment of the Network. State the needed change(s) as concretely and succinctly as possible.

Temporary Changes (if applicable) Other (if applicable)

Section 4: Designated State Entity

4.0 - DESIGNATED STATE ENTITY

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.

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 - ADMINISTRATION AND STAFFING: DSE ASSURANCES

Administrative and staffing support provided by the DSE.

PA Department of Labor and Industry Office of Vocational Rehabilitation (OVR) is the Designated State Entity (DSE) for administration of the State plan for independent living. The SILC has selected OVR to serve as the DSE for the State Independent Living Services program (Part B). With their signature on this document, OVR has agreed to accept that responsibility.

The SILC 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 - STATE-IMPOSED REQUIREMENTS

State-imposed requirements contained in the provisions of this SPIL including:

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

Part B funds are not used for basic support/CIL operations. Part B funds are used to support a statewide coalition action group (federal and state funded CILs) in which one CIL is awarded funds to support a collaborative effort toward the expansion of Core Services per the activities as identified in the SPIL. The DSE will utilize the competitive bid process of Request for Proposal. The DSE creates a sole source contract with the established SILC. The DSE monitors the contract on at least a quarterly basis requiring a narrative report which must address each of the deliverables and timeline as well as fiscal supporting documentation for expenditures. Then an onsite annual monitoring is completed which reviews the progress of each of the deliverables. The work plan and deliverables should align with the standards and assurances that have been set forth per the Rehab Act not only for the SILC, but also this SPIL. The DSE provides ongoing assistance and utilizes the monitoring report as a tool to identify areas in need of improvement or which do not meet the standards and assurances. PA SILC and DSE work collaboratively to determine a plan and timeline for making corrections and/or improvements.

10% of state matching funds is allocated to the SILC in addition to the Part B funding which is utilized to support the operation of the SILC. Thus, reducing the amount of Part B funds that the SILC would require for their operating budget. An additional 10% match in the form of IandE VR funds will be allocated to the SPIL project in addition to the Part B funds in order to support the activities in the SPIL which will lead to employment and independence for people with disabilities. All funds raised through resource development methods will be used in accordance with the SPIL.

The DSE assures that it 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 SILC to fulfill its statutory duties and authorities, as authorized in the approved SPIL. This includes continued use of the Innovation and Expansion funds to fund the SILC. The DSE maintains the Older Individuals who are Blind (OIB) funding. The DSE performs monitoring and reviews to ensure SILC and CILs maintain good standing on grant compliance measures. The DSE further assures that it will to the best of its ability respect and promote the autonomy of the SILC and the SPIL.

4.4 - GRANT PROCESS and DISTRIBUTION OF FUNDS

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

Instructions: Describe the processes, policies, and procedures to be followed by the DSE in the awarding of grants of Part B funds including: (all of the following are required)

Process for soliciting proposals

Part B funds are not used for basic support/CIL operations. Part B funds are used to support a statewide coalition action group (federal and state funded CILs) in which one CIL is awarded funds to support a collaborative effort toward the expansion of Core Services per the activities as identified in the SPIL. The DSE will utilize the competitive bid process of Request for Proposal. The DSE creates a sole source contract with the established SILC. The DSE monitors the contract on at least a quarterly basis requiring a narrative report which must address each of the deliverables and timeline as well as fiscal supporting documentation for expenditures. Then an onsite annual monitoring is completed which reviews the progress of each of the deliverables. The work plan and deliverables should align with the standards and assurances that have been set forth per the Rehab Act not only for the SILC, but also this SPIL. The DSE provides ongoing assistance and utilizes the monitoring report as a tool to identify areas in need of improvement or which do not meet the standards and assurances. PA SILC and DSE work collaboratively to determine a plan and timeline for making corrections and/or improvements.

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Development of format for proposals

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Process for reviewing proposals and who reviewers will be

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Process for evaluating performance and compliance of grantees

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4.5 - OVERSIGHT PROCESS FOR PART B FUNDS

The oversight process to be followed by the DSE.

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4.6 - 722 VS. 723 STATE

722 State

Section 5: Statewide Independent Living Council (SILC)

5.1 - ESTABLISHMENT OF SILC

How the SILC is established and SILC autonomy is assured.

Pennsylvania Statewide Independent Living Council (PA SILC) was formed in 1987, in compliance with the Federal"Rehabilitation Act Amendments of 1986" (Public Law 99-506, 1986) as a consumer-controlled advisory committee to the Independent Living (IL) services program within the PA Department of Labor and Industry's Office of Vocational Rehabilitation (OVR) When the Rehabilitation

Act was amended in 1992, the SILC was given co-signatory authority on the federally mandated State Plan for Independent Living (SPIL). PA SILC is now a governor-appointed, consumer-controlled Council comprised of statewide and cross-disability representation. PA SILC started its separation from OVR in 1994. Governor Casey signed the Independent Living Services Act (Act 139 of 1994) which establishes PA SILC as the chief planning body for IL programs in the state. In 1995, PA SILC became a 501(c)(3) non-profit corporation.

PA SILC recently formed a Resource Development Committee to empower our organization toward greater autonomy, become less dependent on the flow of governmental resources, raise public awareness, and provide more support for IL to better assist Pennsylvanians with disabilities. Our purpose in raising additional revenues is to improve collaboration with, strengthen and expand the network of 16 PA Centers for Independent Living (CILs), identify systemic issues important to all PA disability populations to be addressed at various levels (local, state, national) which are consistent with IL values and public input received for our SPIL.

The SILC is an independent 501(C)(3) entity that operates with a governing board of directors. The DSE and the SILC work in collaboration as described by the Rehabilitation Act, *as amended*. ACT 139 of 1994 establishes the SILC in Pennsylvania code as well as certifies its autonomy. For additional information, please refer to Section 4.5 of this document.

5.2 - SILC RESOURCE PLAN

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

Funding sources may include “Innovation and Expansion (IandE) funds authorized by 29 U.S.C. 721(a)(18); Independent Living Part B funds; State matching funds; [state allotments of Vocational Rehabilitation funding;] other public funds (such as Social Security reimbursement funds); and private sources.”

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.

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.

Process used to develop the Resource Plan.

The contract is negotiated with the DSE every five years with the option to amend if and when necessary. The annual contract does not include any conditions or requirements that would compromise the independence of the SILC.

The SPIL goals, objectives, and activities and the SILC Resource Plan are developed based on the understanding that federal and state funds may fluctuate. The financial tables are developed based on conservative estimates, using current fiscal indicators and trends from the previous two years as guides for cost estimations. It is important to recognize that the SILC has limited staff and resources; therefore, it is critical to collaborate and partner with the CILs, the DSE and other agencies to complete the goals, objectives and activities identified in the SPIL.

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

Funds for the SILC Resource Plan will be disbursed by the DSE, upon receiving monthly invoices with supporting documentation. Per the SILC's contract with the DSE, all invoices are to be paid within no more than 30 days of receipt. However, the SILC and DSE are working together to ensure more timely reimbursement, in order to prevent any undue hardship on the SILC, which could disrupt continuous and effective ongoing operations.

The DSE has established two single points of contact (SPOC) for the SILC. One fiscal contact and one program contact. Both SPOCs are continuously available for technical assistance, sit on SILC committees when necessary to provide technical assistance, attend all SILC board meetings to provide updates and technical assistance. The fiscal SPOC submits to the comptroller for a 10-day expedited reimbursement of SILC funds in order to ensure the timeliness of reimbursements.

The SILC writing team included members of all three partners (SILC, CILs and DSE) to the SPIL to establish consensus on the distribution of the resource plan.

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 and 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 and 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, assures that it will abide and adhere to the DSE indicators as outlined in the Rehabilitation Act, Section 706, *as amended*.

The SILC 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 SILC also has an annual program audit. The SILC 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, SILC 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 SILC 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. SILC 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 SILC, and the SILC 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 SILC and 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.

Process used to develop the Resource Plan.

The contract is negotiated with the DSE every five years with the option to amend if and when necessary. The annual contract does not include any conditions or requirements that would compromise the independence of the SILC.

The SPIL goals, objectives, and activities and the SILC Resource Plan are developed based on the understanding that federal and state funds may fluctuate. The financial tables are developed based on conservative estimates, using current fiscal indicators and trends from the previous two years as

guides for cost estimations. It is important to recognize that the SILC has limited staff and resources; therefore, it is critical to collaborate and partner with the CILs, the DSE and other agencies to complete the goals, objectives and activities identified in the SPIL.

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

The contract is negotiated with the DSE every five years with the option to amend if and when necessary. The annual contract does not include any conditions or requirements that would compromise the independence of the SILC.

The SPIL goals, objectives, and activities and the SILC Resource Plan are developed based on the understanding that federal and state funds may fluctuate. The financial tables are developed based on conservative estimates, using current fiscal indicators and trends from the previous two years as guides for cost estimations. It is important to recognize that the SILC has limited staff and resources; therefore, it is critical to collaborate and partner with the CILs, the DSE and other agencies to complete the goals, objectives and activities identified in the SPIL.

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

The contract is negotiated with the DSE every five years with the option to amend if and when necessary. The annual contract does not include any conditions or requirements that would compromise the independence of the SILC.

The SPIL goals, objectives, and activities and the SILC Resource Plan are developed based on the understanding that federal and state funds may fluctuate. The financial tables are developed based on conservative estimates, using current fiscal indicators and trends from the previous two years as guides for cost estimations. It is important to recognize that the SILC has limited staff and resources; therefore, it is critical to collaborate and partner with the CILs, the DSE and other agencies to complete the goals, objectives and activities identified in the SPIL.

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

Funds for the SILC Resource Plan will be disbursed by the DSE, upon receiving monthly invoices with supporting documentation. Per the SILC's contract with the DSE, all invoices are to be paid within no more than 30 days of receipt. However, the SILC and DSE are working together to ensure more timely reimbursement, in order to prevent any undue hardship on the SILC, which could disrupt continuous and effective ongoing operations.

The DSE has established two single points of contact (SPOC) for the SILC. One fiscal contact and one program contact. Both SPOCs are continuously available for technical assistance, sit on SILC committees when necessary to provide technical assistance, attend all SILC board meetings to provide updates and technical assistance. The fiscal SPOC submits to the comptroller for a 10-day expedited reimbursement of SILC funds in order to ensure the timeliness of reimbursements.

The SILC writing team included members of all three partners (SILC, CILs and DSE) to the SPIL to establish consensus on the distribution of the resource plan.

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

5.3 - MAINTENANCE OF SILC

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

Instructions: Describe the process used by the State to appoint members to the SILC who meet the composition requirements in section 705(b). Indicate who appoints members to the SILC, how the State ensures that the SILC composition and qualification requirements are met, how the chair is selected, how term limits are maintained, and how SILC vacancies are filled. Describe how the specific SILC-staffing requirements listed in the SPIL Instrument will be addressed. Concisely describe or cite relevant written policies, procedures, by-laws, technical assistance, and monitoring activities, or other practices.

Describe how the State will ensure that: (all of the following are required)

The SILC is established and operating

Members of the SILC 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 SILC 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 SILC, and upcoming vacancies. The committee develops recommendations for appointment and presents them to the full SILC for consideration. Final recommendations are approved by the SILC 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 resumes provided by applicants, justification for the appointment of each nominee, and the recommended appointment term for each nominee.

Appointments are made in a timely manner to keep the SILC in compliance with the Act

Members of the SILC 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 SILC 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 SILC, and upcoming vacancies. The committee develops recommendations for appointment and presents them to the full SILC for consideration. Final recommendations are approved by the SILC 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 resumes provided by applicants, justification for the appointment of each nominee, and the recommended appointment term for each nominee.

The SILC is organized in a way to ensure it is not part of any state agency

Members of the SILC 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 SILC 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 SILC, and upcoming vacancies. The committee develops recommendations for appointment and presents them to the full SILC for consideration. Final recommendations are approved by the SILC 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 resumes provided by applicants, justification for the appointment of each nominee, and the recommended appointment term for each nominee.

The SILC has the autonomy necessary to fulfill its duties and authorities, including “[working] with CILs to coordinate services with public and private entities, . . . conducting resource development, and performing such other functions . . . as the [SILC] determines to be appropriate

Members of the SILC 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 SILC 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 SILC, and upcoming vacancies. The committee develops recommendations for appointment and presents them to the full SILC for consideration. Final recommendations are approved by the SILC 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 resumes provided by applicants, justification for the appointment of each nominee, and the recommended appointment term for each nominee.

Necessary and sufficient resources are provided for the SILC Resource Plan to ensure the SILC has the capacity to fulfill its statutory duties and authorities

Members of the SILC 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 SILC 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 SILC, and upcoming vacancies. The committee develops recommendations for appointment and presents them to the full SILC for consideration. Final recommendations are approved by the SILC 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 resumes 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

The state entity/agency designated to receive and distribute funding, as directed by the SPIL, under Title VII, Part B of the Act is Office of Vocational Rehabilitation.

Authorized representative of the DSE Ryan Hyde. 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 Center for Independent Living

Bucks County Center for Independent Living

Center for Independent Living of Central PA

Center for Independent Living of South Central Pennsylvania

Center for Independent Living Opportunities

Community Resources for Independence

Disability Empowerment Center

Disability Options Network

Lehigh Valley Center for Independent Living

Liberty Resources, INC.

Life and Independence for Today

MyCIL (Northeast PA Center for Independent Living)

Roads to Freedom - Center for Independent Living of North Central PA

Transitional Paths to Independent Living (formerly Tri-County Patriots for Independent Living)

Voices for Independence

6.4.A

The SILC is authorized to submit the SPIL to the Independent Living Administration, Administration for Community Living.

Yes

6.4.B

The SILC and CILs may legally carryout each provision of the SPIL.

Yes

6.4.C

State/DSE operation and administration of the program is authorized by the SPIL.

Yes

Section 7: DSE Assurances

DSE ASSURANCES

Ryan Hyde acting on behalf of the DSE Office of Vocational Rehabilitation located at:

Street: 651 Boas Street

City: Harrisburg

State: PA

Zip Code: 17121

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;

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).

DSE SIGNATURE SECTION

Ryan Hyde

Name of DSE Director/Authorized Representative

PA OVR - Executive Director

Title of DSE Director/Authorized Representative

Ryan E. Hyde

Electronic Signature

09/11/2024

Date

I understand that this constitutes a legal signature

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

8.1 - SILC ASSURANCES

Susan Tomassic acting on behalf of the SILC Pennsylvania Statewide Independent Living Council located at:

Street: 300 Corporate Center Drive, Suite 305-B

City: Camp Hill

State: PA

Zip Code: 17011

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;
3. The SILC terms of appointment adhere to the Act;
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.
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.

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 timelines for advance notice to the public of SILC meetings in compliance with State and federal law and 45 CFR 1329.15(a)(3);

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;

        ii. 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;

        iii. Funds for innovation and expansion activities under Sec. 101(a)(18) of the Act, 29 U.S.C. Sec. 721(a)(18), as applicable;

        iv. 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.

SILC SIGNATURE SECTION

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

Susan Tomasic

Name of SILC Chair

Susan Tomasic

Electronic Signature

09/11/2024

Date

I understand that this constitutes a legal signature

Section 9: Signatures

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 10/01/2024

SILC SIGNATURE SECTION

Susan Tomasic Name of SILC Chair Susan Tomasic Electronic Signature 09/11/2024 Date

CIL SIGNATURE SECTION

Disability Options Network Name of Center for Independent Living Kevin Huwe Name of CIL Director Kevin Huwe Electronic Signature 09/11/2024 Date
Disability Empowerment Center Name of Center for Independent Living Jaclyn Nagle Name of CIL Director Electronic Signature Date

Center for Independent Living of Central PA Name of Center for Independent Living Brittany Boyd-Chisholm Name of CIL Director Electronic Signature Date
Community Resources for Independence Name of Center for Independent Living Carl Berry Name of CIL Director Electronic Signature Date
Liberty Resources, INC. Name of Center for Independent Living Thomas Earle Name of CIL Director Thomas Earle Electronic Signature 09/11/2024 Date
Center for Independent Living of South Central Pennsylvania Name of Center for Independent Living GEORGE A. PALMER III, Executive Director Name of CIL Director George Palmer Electronic Signature 09/12/2024 Date

Transitional Paths to Independent Living (formerly Tri-County Patriots for Independent Living) Name of Center for Independent Living Shona Eakin Name of CIL Director Electronic Signature Date
Voices for Independence Name of Center for Independent Living Shona Eakin Name of CIL Director Electronic Signature Date
Roads to Freedom - Center for Independent Living of North Central PA Name of Center for Independent Living Misty Dion Name of CIL Director Electronic Signature Date
Abilities in Motion Name of Center for Independent Living Stephanie Quigley Name of CIL Director Electronic Signature Date

Anthracite Region Center for Independent Living Name of Center for Independent Living Denise Corcoran Name of CIL Director Electronic Signature Date
Bucks County Center for Independent Living Name of Center for Independent Living Claire Leal Name of CIL Director Electronic Signature Date
Center for Independent Living Opportunities Name of Center for Independent Living Hillary Hasson Name of CIL Director Electronic Signature Date
Lehigh Valley Center for Independent Living Name of Center for Independent Living Amy Beck Name of CIL Director Electronic Signature Date

Life and Independence for Today Name of Center for Independent Living Bob Mecca Name of CIL Director Robert A. Mecca Electronic Signature 09/11/2024 Date
MyCIL (Northeast PA Center for Independent Living) Name of Center for Independent Living Tim Moran Name of CIL Director Timothy J Moran Electronic Signature 09/12/2024 Date