

State: ARIZONA

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

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

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

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

FISCAL YEARS -2011 - 2013

Effective Date: October 2010

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PART I: Assurances

State of: ARIZONA

Section 1: Legal Basis and Certifications

- 1.1 The Designated State Unit (DSU) eligible to submit the State Plan for Independent Living (SPIL or the plan) and authorized under State law to perform the functions of the State under the State Independent Living Services (SILS) and Centers for Independent Living (CIL) programs is **Arizona Department of Economic Security, Rehabilitation Services Administration** (insert name of DSU). *34 CFR 76.104(a)(1) and (2); 34 CFR 364.22(a)*
- 1.2 The separate State agency eligible to submit the plan and authorized under State law to provide vocational rehabilitation (VR) services to individuals who are blind is **N/A** (insert name of separate State agency). Indicate N/A if not applicable. *34 CFR 76.104(a)(1) and (2); 34 CFR 364.20(d) and 364.22(c)*
- 1.3 The Statewide Independent Living Council (SILC) that meets the requirements of section 705 of the Act and is authorized to perform the functions outlined in section 705(c) of the Act in the State is the **Arizona Governor's Statewide Independent Living Council** (insert name of SILC). *34 CFR 364.21(a)*
- 1.4 The DSU and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, and the SILC are authorized to jointly develop, sign and submit this SPIL on behalf of the State, and have adopted or otherwise formally approved the SPIL. *34 CFR 76.104(a)(7); 34 CFR 364.20(c) and (d)*
- 1.5 The DSU, and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, may legally carry out each provision of the plan and will comply with all applicable Federal statutes and regulations in effect with respect to the three-year period it receives funding under the SPIL. *34 CFR 76.104; 34 CFR 80.11(c)*
- 1.6 The SPIL is the basis for State operation and administration of the program. All provisions of the SPIL are consistent with State law. *34 CFR 76.104(a)(4) and (8)*
- 1.7 The representative of the DSU and, if applicable, of the separate State agency authorized to provide VR services to individuals who are blind, who has the authority under State law to receive, hold, and disburse Federal funds made available under the SPIL and to submit the SPIL jointly with the SILC chairperson is **Katharine L. Levandowsky, Administrator, Arizona Rehabilitation Services Administration** (Name, title of DSU director) and **N/A** (Name, title of separate State agency director, if applicable). *34 CFR 76.104(a)(5) and (6)*

Section 2: SPIL Development

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

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

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

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

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

2.3 Response: See **2008/2010 Arizona SPIL – PUBLIC MEETINGS AND COMMENTS** (Attachment 2) for a summary of the public meetings conducted.

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

2.5 The DSU will seek to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are

blind that are developed under a project funded under chapter 2 of title VII of the Act and that the DSU determines to be effective. *34 CFR 364.28*

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

Section 3: Independent Living Services

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

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

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

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

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

Section 4: Eligibility

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

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

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

Section 5: Staffing Requirements

- 5.1 Service provider staff includes personnel who are specialists in the development and provision of IL services and in the development and support of centers. *34 CFR 364.23(a)*
- 5.2 To the maximum extent feasible, a service provider makes available personnel able to communicate:
- with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication devices, Braille or audio tapes, and who apply for or receive IL services under title VII of the Act; and
 - in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act. *34 CFR 364.23(b)*
- 5.3 Service providers establish and maintain a program of staff development for all classes of positions involved in providing IL services and, if appropriate, in administering the CIL program. The staff development programs emphasize improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy. *34 CFR 364.24*
- 5.4 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will take affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act. *34 CFR 364.31*

Section 6: Fiscal Control and Fund Accounting

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

Section 7: Recordkeeping, Access and Reporting

- 7.1 In addition to complying with applicable EDGAR recordkeeping requirements, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will maintain records that fully disclose and document:
- the amount and disposition by the recipient of that financial assistance;
 - The total cost of the project or undertaking in connection with which the financial assistance is given or used;
 - the amount of that portion of the cost of the project or undertaking supplied by other sources;

- compliance with the requirements of chapter 1 of title VII of the Act and Part 364 of the regulations; and
- other information that the Commissioner determines to be appropriate to facilitate an effective audit. *34 CFR 364.35(a) and (b)*

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

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

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

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

Section 9: Signatures

After having carefully reviewed all of the assurances in sections 1 - 8 of this SPIL, the undersigned hereby affirm that the State of Arizona is in compliance and will remain in compliance with the aforementioned assurances during Fiscal Years –2011 - 2013 (specify the three-year period covered by this SPIL).

The effective date of this SPIL is October 1, 2010 (year)

SIGNATURE OF SILC CHAIRPERSON DATE

Edward L Myers III, Chairperson
 EDWARD L MYERS III, CHAIRPERSON

SIGNATURE OF DSU DIRECTOR DATE

Katharine M. Levandowsky, AZRSA Administrator
 NAME AND TITLE OF DSU DIRECTOR

SIGNATURE OF DIRECTOR OF THE SEPARATE DATE

STATE AGENCY FOR INDIVIDUALS WHO ARE BLIND

NAME AND TITLE OF THE DIRECTOR OF THE
SEPARATE STATE AGENCY FOR INDIVIDUALS WHO ARE BLIND

Part II: Narrative

Section 1: Goals, Objectives and Activities

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

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

1.1 Response:

SPIL Mission – People with Disabilities in Arizona live independently and participate equally and fully in the economic, political, and social life of their community

SPIL Goals

Goal A – People with Disabilities (PWDs) in Arizona access needed services.

Goal B – The IL Network in Arizona provides PWDs with a seamless delivery system of services.

Goal C – The Independent Living Network is enhanced.

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

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

Goal A – People with Disabilities (PWDs) in Arizona access needed services.

Objective A1 – PWDs have increased employment opportunities.

Measurable Indicator – A1.1: Percentage of PWDs in the state of Arizona who are employed will be increased.

Geographic Scope – Statewide

Three Year Performance Target – A 3% increase in the employment rate of PWDs in the state of Arizona

Timeframe for Interim Progress – AZ employment rate for PWDs will increase by 1% a year.

Activity – A1.1 (a): Identifying the needs for employment opportunities for PWDs and disseminating this information to heighten awareness of this need in the community, to service providers, and to policy makers.

Primary Lead – Arizona Rehabilitation Services Administration (AZRSA)

Key Partners – Arizona Center for Disability Law (ACDL), Arizona Disability Advocacy Coalition (AZDAC), Area Agency on Aging (AAA), Arizona Centers for Independent Living (CILs), and Arizona Statewide Independent Living

Council (SILC)

Objective A2 – Formerly unserved and underserved areas/populations are served.

Measurable Indicator – A2.1: Number of veterans with disabilities receive advocacy training

Geographic Scope – Statewide

Three Year Performance Target – 150 veterans are able to self advocate

Timeframe for Interim Progress – 50 veterans each year, review annually

Activity – A2.1 (a): Conducting advocacy trainings for Veterans with disabilities

Primary Lead – CILs

Key Partners – ACDL, AZDAC, SILC, and the Veterans Administration (VA)

Measurable Indicator – A2.2: Number of minorities with disabilities receive advocacy training

Geographic Scope – Statewide

Three Year Performance Target – 300 minorities are able to self advocate

Timeframe for Interim Progress – 100 each year, review annually

Activity – A2.2 (a): Conducting advocacy trainings for minorities with disabilities.

Primary Lead – CILs

Key Partners – ACDL, AZDAC, SILC

Measurable Indicator – A2.3: The number of services people who are deaf-blind are accessing will increase.

Geographic Scope – Statewide

Three Year Performance Target – AZRSA will develop and distribute a resource directory for the deaf-blind community

Timeframe for Interim Progress – FY 2011 expand agreement with Helen Keller National Center for Deaf Blind Youths and Adults to include the development of a resource directory for the deaf-blind community; FY 2012 develop and produce resource directory for the deaf-blind community; FY 2013 distribute resource directory for the deaf-blind community to consumers and partner agencies.

Activity – A2.3 (a): AZRSA will expand its current contract with Helen Keller National Center for Deaf Blind Youths and Adults to coordinate the development of a resource directory for the deaf-blind community.

Primary Lead – AZRSA

Key Partners – Arizona Commission for the Deaf and Hard of Hearing (ACDHH), CILs, and SILC

Measurable Indicator – A2.4: The number of AZRSA outreach activities in collaboration with other agencies that provide services to Veterans will increase.

Geographic Scope – Statewide

Three Year Performance Target - AZRSA will conduct 12 outreach workshops in collaboration with the Veterans' Administration to assist Veterans with disabilities in meeting their IL needs.

Timeframe for Interim Progress – AZRSA staff, in collaboration with the

Veterans' Administration, will conduct 4 Independent Living workshops and events annually for Veterans.

Activity – A2.4 (a): Conducting outreach workshops and activities to Veterans with disabilities to provide an overview of AZRSA services and programs.

Primary Lead – AZRSA

Key Partners – CILs, SILC, and the Veterans' Administration

Measurable Indicator – A2.5: Number of relationships AZRSA has with Native American Tribal Communities in Arizona will increase.

Geographic Scope – Statewide

Three Year Performance Target – There will be 9 new relationships between AZRSA and Native American Tribal Communities.

Timeframe for Interim Progress – 3 new relationships each year, review annually.

Activity – A2.5 (a): Outreaching to Native American Tribal Communities to provide an overview of AZRSA services and programs.

Primary Lead – AZRSA

Key Partners – CILs, SILC

Objective A3 – PWDs have access to assistive technologies.

Measurable Indicator – A3.1: Number of PWDs who receive and are provided instructions on how to use the Global Positioning System (GPS) for Durable Medical Equipment (DME) Toolkit

Geographic Scope – Statewide

Three Year Performance Target – 300 PWDs are able to navigate the DME system and self advocate.

Timeframe for Interim Progress – 100 PWDs per year, review annually

Activity – A3.1(a): Training CIL staff to conduct consumer workshops on how to use the GPS for DME Toolkit to PWDs.

Primary Lead – SILC

Key Partners – CILs, AAA, ACDL, Arizona Spinal Cord Injury Association (AZSCI), Arizona Multiple Sclerosis Association, St Joseph's Medical Center.

Measurable Indicator – A3.2: Number of grant or other funding proposals drafted and submitted to support A3.1

Geographic Scope – Statewide

Three Year Performance Target – 3 grant proposals

Timeframe for Interim Progress – 1 grant proposal annually, review annually

Activity – A3.2(a): Drafting and submitting funding proposals to support A3.1

Primary Lead – SILC

Key Partners – CILs, AAA, ACDL, AZSCI, Arizona Multiple Sclerosis Association, St Joseph's Medical Center.

Objective A4: PWDs register to vote.

Measurable Indicator – A4.1: Increase percentage of Just Vote Arizona Disability Coalition (JVADC) participating members

Geographic Scope – Statewide

Three Year Performance Target – JVADC's statewide network of organizations is increased by 200%

Timeframe for Interim Progress – 50% FY 2011, 50% FY 2012, and 100% FY 2013, review progress semi-annually

Activity – A4.1 (a): Expanding the Just Vote Arizona Disability Coalition Contributing Membership (JVADC).

Primary Lead – JVADC

Key Partners – ACDL, CILs, Goodwill, American Association of Retired Persons (AARP), SILC

Measurable Indicator – A4.2: Number of Arizona County Recorders' offices that work collaboratively with JVADC

Geographic Scope – Coconino, Maricopa, Pima, Pinal, Yavapai, and Yuma, Counties

Three Year Performance Target – 6 Arizona Counties

Timeframe for Interim Progress – 2 counties per year FY 2011, 2012, & 2013

Activity – A4.2 (a): Collaborating with County Recorders.

Primary Lead – JVADC

Key Partners – ACDL, CILs, Goodwill, and SILC

Objective A5: Healthcare providers are accessible.

Measurable Indicator – A5.1: Number of consumer focus groups and online/paper consumer surveys conducted

Geographic Scope – Maricopa, Pima, Yavapai, and Yuma Counties

Three Year Performance Target – conduct 300 paper/online surveys and 6 focus groups

Timeframe for Interim Progress – FY 2011 conduct the online/paper survey, FY 2012 conduct the focus groups, review semi-annually

Activity – A5.1 (a): Conducting a consumer assessment to collect data related to the accessibility of their medical primary care providers.

Primary Lead – AZRSA

Key Partners – University of Arizona Medical School, AAA, Arizona Center for Disability Law, Arizona Health Care Cost Containment System (AHCCCS), Arizona Department of Health Services (AZDHS), CILs

Measurable Indicator – A5.2: A report with recommendations based on the data collected in Activity A5.1(a)

Geographic Scope – Maricopa, Pima, Yavapai, and Yuma Counties

Three Year Performance Target – accessibility issues of medical primary care providers are identified

Timeframe for Interim Progress – FY 2013 1st quarter, review annually

Activity – A5.2 (a): Drafting a report based on A5.1(a) that identifies the accessibility issues of medical primary care providers.

Primary Lead – AZRSA

Key Partners – University of Arizona Medical School, AAA, ACDL, AHCCCS, AZDHS, CILs

Measurable Indicator – A5.3: A position paper with recommendations based on the data collected in Activity A5.2 (a)

Geographic Scope – Maricopa, Pima, Yavapai, and Yuma Counties

Three Year Performance Target – FY 2013 1st quarter, review quarterly

Timeframe for Interim Progress – FY 2013 1st quarter year, review quarterly

Activity – A5.3 (a): Drafting a position paper based on A5.2(a) with recommendations for systemic change

Primary Lead – AZRSA

Key Partners – ACDL, CILs, SILC

Measurable Indicator – A5.4: Number of organizations that collaborate to promote and support the implementation of position paper's recommendations

Geographic Scope – Maricopa, Pima, Yavapai, and Yuma Counties

Three Year Performance Target – 6 organizations that collaboratively promote and support the position paper's recommendations

Timeframe for Interim Progress – FY 2013 2nd quarter review quarterly

Activity – A5.4 (a): Developing strategies to promote and support the implementation of the recommendations based on the position paper in Activity A5.3

Primary Lead – SILC

Key Partners – University of Arizona Medical School, AAA, ACDL, AHCCCS, AZDHS, CILs

Goal B – The IL Network in Arizona provides PWDs with a seamless delivery system of services.

Objective B.1: The IL delivery network reflects consumer service needs.

Measurable Indicator – B1.1: Number of consumer online/paper surveys and consumer focus groups conducted

Geographic Scope – Statewide

Three Year Performance Target – conduct 300 paper/online surveys and 6 focus groups

Timeframe for Interim Progress – FY 2011, conduct the online/paper survey, FY 2012, conduct the focus groups, review annually

Activity – B1.1 (a): Conducting annual assessments of consumers' need for services and if those needs are served in the IL Network.

Primary Lead – AZRSA

Key Partners – AHCCCS, ADHS, Arizona Department of Education, (ADE), CILs, SILC

Measurable Indicator – B1.2: A report with recommendations based on the data collected in Activity B1.1 (a)

Geographic Scope - Statewide

Three Year Performance Target – consumer needs are identified and prioritized

Timeframe for Interim Progress – FY 2013 1st quarter, review annually

Activity – B1.2 (a): Drafting a report based on B1.1(a) that identifies the service

needs of consumers and if those service needs are delivered in the IL Network
Primary Lead – AZRSA
Key Partners – CILs, SILC

Objective B2: Duplication in the IL delivery systems is identified.

Measurable Indicator – B2.1: Number of key staff in IL delivery system organizations interviewed

Geographic Scope – Statewide

Three Year Performance Target – Conduct 24 staff interviews in IL delivery system organizations

Timeframe for Interim Progress – FY 2011& 2012 conduct 12 interviews annually, review semi-annually

Activity – B2.1 (a): Conducting an annual assessment of the IL delivery system.

Primary Lead – AZRSA

Key Partners – AHCCCS, ADHS, ADE, CILs, SILC

Measurable Indicator B2.2: A report with recommendations based on the data collected in Activity B2.1 (a)

Geographic Scope – Statewide

Three Year Performance Target – a prioritization of consumer services in the IL delivery system that consumers use

Timeframe for Interim Progress – FY 2013 1st quarter, review annually

Activity – B2.3 (a): Drafting a position paper that prioritizes consumer services based on the assessment data in B2.2 (a).

Primary Lead – AZRSA

Key Partners – CILs, SILC

Measurable Indicator – B2.4: Number of organizations that collaborate to promote and support the implementation of the position paper's recommendations as referenced in B2.3 (a)

Geographic Scope – Statewide

Three Year Performance Target – 6 organizations that collaboratively promote and support the position paper's recommendations

Timeframe for Interim Progress – review annually

Activity – B2.4 (a): Developing strategies to promote and support the IL Network based on the position paper in B2.3 (a).

Primary Lead – SILC

Key Partners – ACDL, AZRSA, AZDAC, CILs

Objective B3: IL Network key partners collaborate to provide delivery of services.

Measurable Indicator – B3.1: AZRSA will work in conjunction with the CILs to maximize resources available to provide home modifications for PWDs.

Geographic Scope – Statewide

Three Year Performance Target – AZRSA will implement a joint home modification plan with a representative from each CIL for 50% of all home modifications provided by AZRSA.

Timeframe for Interim Progress – AZRSA will jointly provide home modification plan with CILs for 50% of all home modifications provided by AZRSA annually.

Activity – B3.1 (a): Delivering home modifications jointly.

Primary Lead – AZRSA

Key Partners – CILs

Measurable Indicator – B3.2: The number of meetings that AZRSA coordinates with each CIL to assess and implement areas where they can work collaboratively in delivering services will increase.

Geographic Scope – Statewide

Three Year Performance Target – AZRSA will coordinate 12 meetings with each of the 5 Arizona CILs.

Timeframe for Interim Progress – AZRSA and each individual CIL will meet on a quarterly basis, review quarterly

Activity – B 3.2(a): Conducting meetings between AZRSA staff and CIL staff in their respective geographic service areas to further develop relationships and explore methods of collaboratively providing services.

Primary Lead – AZRSA

Key Partners – CILs

Goal C – The Independent Living Network is enhanced.

Objective C1 – Policy makers financially support the IL Network.

Measurable Indicator – C1.1: Percentage of policy makers receiving fact sheets related to issues that impact the IL Network

Geographic Scope – Statewide

Three Year Performance Target – 100% of policy makers receive fact sheets

Timeframe for Interim Progress – Disseminate and review semi-annually

Activity – C2.1 (a): Disseminating IL Network related fact sheets.

Primary Lead – SILC

Key Partners – AZDAC, CILs, JVADC

Measurable Indicator – C1.2: Number of PWDs from across the state who attend a statewide summit

Geographic Scope – Statewide

Three Year Performance Target – 300 PWDs from across the state attend

Timeframe for Interim Progress – biennially, review annually

Activity – C2.2 (a): Coordinating a biennial IL Summit.

Primary Lead – CILs

Key Partners – AZRSA, SILC

Measurable Indicator – C1.3: Number of PWDs who are mentored to be leaders

Geographic Scope – Statewide

Three Year Performance Target – 20 PWDs are mentored

Timeframe for Interim Progress – FY 2011 develop program, FY2012 & 2013 years 10 leadership mentoring relationship are completed each year, review annually

Activity – C2.3 (a): Facilitating a mentor relationship between leadership candidates and executive officers at CILs and/or other stakeholder organizations.

Primary Lead – SILC

Key Partners – CILs

Note – This objective is contingent upon objective C1.4

Measurable Indicator – C1.4: Number of grant or other funding proposals drafted and submitted to support C1.3

Geographic Scope – Statewide

Three Year Performance Target – 3 grant proposals

Timeframe for Interim Progress – 1 proposal each year, review annually

Activity – C1.4 (a) Drafting and submitting funding proposals to support C1.3

Primary Lead – SILC

Key Partners – AAA, ACDL, AZSCI, CILs

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

- Identify the populations to be designated for targeted outreach efforts;
- Identify the geographic areas (i.e., communities) in which the targeted populations reside; and
- Describe how the needs of individuals with significant disabilities from minority group backgrounds will be addressed.

1.2B Response: Objective A.2 of this SPIL is focused on outreach to populations that are unserved or underserved in the state of Arizona. Specific outreach on the part of the Designated State Unit will constitute developing relationships with at least nine of the Native American tribes in Arizona who are not currently served by a tribal 121 program. This relationship building will serve to inform these groups of the availability of services for persons with significant disabilities and to work with these groups to develop strategies to ensure that services are available to their communities.

The Deaf-blind community continues to be a focus of the Designated State Unit. Expansion of the relationship the Designated State Unit has with the Helen Keller National Center for Deaf Blind Youths and Adults to include the development of a resource book for the Deaf-blind community in Arizona. This will serve to promote services available to this population throughout the state and to enhance the ability of this population to easily identify services in the area they reside that may further assist them in living a more independent life.

Outreach to Veterans will be a focus of both the Designated State Unit as well as the Center's for Independent Living. The Designated State Unit will be building on relationships that already exist with the

Veteran's Administration to include a focus on independent living for persons with significant disabilities. This will serve to provide further information for this population on a statewide level of the availability of independent living services within the state of Arizona. The Centers for Independent Living will also be placing an emphasis on providing advocacy training for veterans with significant disabilities which will assist this population in better navigating the service network to ensure that their needs are adequately and appropriately met.

Finally the Centers for Independent Living throughout the state of Arizona will be placing an emphasis on advocacy training for persons of a minority background who have a significant disability. This will assist this population in better navigating the service network to ensure that their needs are adequately and appropriately met.

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

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

1.3A Financial Plan Tables

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

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

1.3A Response:

Year 1

Sources	Approximate Funding Amounts and Uses			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds				
Chapter 1, Part B	\$10,800.	\$298,146.		\$58,964.
Chapter 1, Part C		\$897,002.	\$413,400.	
Chapter 2, OIB				

(only those provided by the OIB grantee to further a SPIL objective)				
Other Federal Funds				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$150,156.			
Other				
Non-Federal Funds				
State Funds	\$41,838.	\$33,128.		\$6,551.
Other				

Year 2

Sources	Approximate Funding Amounts and Uses			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds				
Chapter 1, Part B	\$10,800.	\$298,146		\$58,964.
Chapter 1, Part C		\$897,002.	\$413,400.	
Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal Funds				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$150,156.			
Other				
Non-Federal Funds				
State Funds	\$41,838.	\$33,128.		\$6,551.

Other				
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Year 3

Sources	Approximate Funding Amounts and Uses			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds				
Chapter 1, Part B	\$10,800.	\$298,146		\$58,964.
Chapter 1, Part C		\$897,002.	\$413,400.	
Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal Funds				
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$150,156.			
Other				
Non-Federal Funds				
State Funds	\$41,838.	\$33,128.		\$6,551.
Other				

1.3B Financial Plan Narratives

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

1.3B(1) Response: The CILs collectively allocate their Part C funds by using 54% for direct consumer services and 46% for operations. The AZ SILC works collaboratively with the AZ CILs and AZ Designated State Unit (DSU) to accomplish the goals and objectives of the SPIL.

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

1.3B(2) Response: There is no formal effort to coordinate Federal and State funding for SILS and CIL programs services.

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

1.3B(3) Response: N/A

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

1.3B(4) Response: N/A

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

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

1.4A Response: The SPIL objectives are consistent with and further the purpose of Chapter 1 of Title VII of the Act, as stated in section 701 of the Act. Those objectives include:

The following measurable indicators for SPIL objectives related to demonstrating ways to expand and improve IL services include, A1.1, B3.1, and B3.2

The following measurable indicators for SPIL objectives related to supporting activities to increase capacity of public or nonprofit agencies and organizations and other entities to develop comprehensive approaches or systems for providing IL services include A4.1, A4.2 and C1.3.

The following measurable indicators for SPIL objectives related to conducting studies and analyses, gather information, develop model policies and procedures, and present information, approaches, strategies, findings, conclusions, and recommendations to federal, state, and local policy makers to enhance IL services include A5.1, B1.1, B1.2, B2.1, B2.3, B2.4, C1.1, and C1.2.

The following measurable indicators for SPIL objectives related to training individuals with significant disabilities, individuals who provide services to persons with significant disabilities, and other persons regarding IL philosophy include, A3.1, A3.2, A5.2, A5.3, A5.4, A6.1, and A6.2.

The following measurable indicators for SPIL objectives related to providing outreach to unserved or underserved populations, including minority groups and urban and rural populations include, A2.1, A2.2, A2.3, A2.4, and A2.5.

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

1.4B Response: The SPIL objectives were developed with the direct involvement of the CILs. AZ SILC convened a meeting in March 2010 to review the 2008 SPIL and to develop and prioritize goals and objectives for the 2011 SPIL. Participants in that meeting included AZ SILC members and staff, DSU staff and CILs executive directors, CIL board members and staff. The group collectively proposed and reviewed all the goals and objectives and prioritized them accordingly. Additionally, AZ SILC, CIL representatives and DSU staff jointly worked on a committee to draft the goals and objectives for the new SPIL. The CIL executive directors had opportunity to incorporate into the SPIL their respective priorities and objectives as they reviewed the draft and provided editorial comment on the content of the document.

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

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

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

1.5 Response: The SILS program, AZ SILC and CILs maintain a close working relationship in Arizona to maximize cooperation, coordination, avoid duplication, and discuss how to complement each others' programs and services. They meet on a regular basis and jointly plan and coordinate conferences, trainings, workshops and other related activities for their staff and the community. Both the DSU and CILs are represented and actively participate on the SILC. The executive directors of CILs and SILC also meet quarterly to review the SPIL, present an overview of their respective organizations' accomplishments, issues and challenges, explore new collaborative endeavors, and consider how to expand the IL network.

The DSU will cooperate and coordinate with:

- The AZ SILC;
- The CILs;
- Other State agencies (the Arizona Health Care Cost Containment System - AHCCCS, Department of Health Services - DHS, Division of Developmental Disabilities - DDD and Division of Aging and Adult Services – DAAS);
- Other Governor’s Councils (the Governor’s State Rehabilitation Council, Governor’s Council on Spinal and Head Injuries, Governor’s Council on Blindness and Visual Impairment, Arizona's Governor’s Developmental Disabilities Planning Council - DDPC, and Arizona Commission for the Deaf and Hard of Hearing);
- Disability Groups/Associations (the Arizona Center for Disability Law, Client Assistance Program - CAP, Arizona Disability Advocacy Coalition - AZDAC, Arizona Council of the Blind, National Federation of the Blind of Arizona, American Foundation for the Blind, Brain Injury Association of Arizona, Arizona Spinal Cord Injury Association, and SRC,
- Providers and other advocacy and disability groups.

The AZ SILC participates in disability-related committees and coalitions as funds permit. They include:

- Arizona Disability Advocacy Coalition (AZDAC), a coalition of 21 disability-related organizations that focus on global disability issues;
- Arizona Technology Access Project, a program designed to increase access to assistive technology devices and services for individuals with disabilities and their families.
- VR Self-Employment Review Panel, a committee composed of VR counselors, CILs staff, business consultants, and AZ SILC members that review and evaluate applicants’ business plans;
- Just Vote Arizona Disability Coalition, a coalition of 20 disability and service provider organizations that focus on voter registration in the disability community; and

Additionally, the AZ SILC staff works collaboratively with the following organizations to coordinate activities and/or projects:

- The Arizona Spinal Cord Injury Association;
- The Board of Directors of the Arizona Center for Disability Law;
- The Aging and Disability Resource Center (ADRC)
- Arizona Department of Health Services;
- Arizona Department of Economic Security’s Division of Aging and Adult Services;
- Arizona Division of Emergency Management;
- Arizona Governor’s Development Disabilities Planning Council;

- Arizona Commission for the Deaf and Hard of Hearing;
- University of Arizona;
- People First of AZ;
- VSA of Arizona,
- Institute of Human Development, Northern Arizona University;
and
- AZ Disability Advocacy Coalition;

1.6 Coordination of Services – 34 CFR 364.27

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

1.6 Response: Independent Living services funded under chapter 1 of title VII of the Act are provided by the DSU and CILs. The Older Individuals, who are Blind (OIB) program authorized by chapter 2, title VII of the Act, is operated by the DSU and closely coordinated with the SILS program to ensure that the two programs compliment each other in relation the array of services offered and to avoid unnecessary duplication of services. Objectives in this SPIL are structured to further the coordination of specialized services between the SILS and CILs programs to ensure that funding is maximized, services are expeditious, and that duplication is minimized.

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

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

1.8 **Response:** N/A

Section 2: Scope, Extent, and Arrangements of Services

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

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

contract or grant).

2.1A Response:

Table 2.1A: Independent living services	Provided by the DSU (directly)	Provided by the DSU (through contract and/or grant)	Provided by the CILs (Not through DSU contracts/grants)
Core Independent Living Services, as follows:			
- Information and referral	X		X
- IL skills training	X	X	X
- Peer counseling	X		X
- Individual and systems advocacy	X		X
Counseling services, including psychological, psychotherapeutic, and related services		X	X
Services related to securing housing or shelter, including services related to community group living, and supportive of the purposes of this Act and of the titles of this Act, and adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by, individuals with significant disabilities)	X		X
Rehabilitation technology	X	X	X
Mobility training	X		X
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	X	X	X
Personal assistance services, including attendant care and the training of personnel providing such services		X	X
Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services	X		X
Consumer information programs on rehabilitation and IL services available under this Act, especially for minorities and other individuals with disabilities who have traditionally been unserved or underserved by programs under this Act	X		X
Education and training necessary for living in the community and participating in community activities	X		X
Supported living			X

Table 2.1A: Independent living services	Provided by the DSU (directly)	Provided by the DSU (through contract and/or grant)	Provided by the CILs (Not through DSU contracts/grants)
Transportation, including referral and assistance for such transportation	X	X	X
Physical rehabilitation		X	X
Therapeutic treatment		X	X
Provision of needed prostheses and other appliances and devices	X	X	X
Individual and group social and recreational services	X		X
Training to develop skills specifically designed for youths who are individuals with significant disabilities to promote self-awareness and esteem, develop advocacy and self-empowerment skills, and explore career options	X		X
Services for children with significant disabilities			
Services under other Federal, State, or local programs designed to provide resources, training, counseling, or other assistance of substantial benefit in enhancing the independence, productivity, and quality of life of individuals with significant disabilities	X	X	X
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future	X	X	X
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	X		X
Other necessary services not inconsistent with the Act			

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

2.1B Response: The objectives, as identified in section 1.2 of this SPIL, include a variety of priorities related to outreach to populations in which PWDs are currently underserved by the Independent Living community in the state of Arizona. These groups include both veterans, minority groups, and the Deaf-Blind community. Special attention and outreach is planned for these populations to aid PWDs in these groups to better understand and access available services related to improving their independence and integration into the community.

The veteran community has come into focus in regards to Independent Living needs based in part on the returning veterans from the Afghanistan and Iraq conflicts. This large influx of veterans in need of assistance with independent living needs was determined to be a priority for the Independent Living network in Arizona to focus their efforts. Building on relationships that were forged with the state Vocational Rehabilitation program, outreach to veterans and formal agreements with the Veteran's Administration in relation to Independent Living services as well as education regarding navigating the Independent Living system will be implemented by the various members of the Independent Living community.

PWDs from minority groups have also been determined to be a population in need of focus within the SPIL. PWDs from minority groups in general are underserved by the Independent Living community in Arizona. Efforts by both the DSU and the CILs in Arizona will include a focus on advocacy training for minorities as well as more targeted outreach to specific communities. American Indian communities will be the focus of specific outreach as part of this SPIL. Arizona has 19 federally recognized American Indian tribes. Many of these tribes are in isolated and/or remote areas of the state where services have not historically been widely promoted or available. The intent of this outreach is to forge relationships between the independent living community in Arizona and the various tribes, to promote awareness of disability in general and to promote the availability of services to assist PWDs in becoming more independent in their community,

Another specific population that will be a focus of the efforts of the Independent Living community in Arizona is the Deaf-Blind. These objectives are part of an ongoing goal carried over from the last SPIL to enhance services to this group. This objective will work to further promote education, best practices, and an exploration of service needs for the deaf-blind in Arizona. This will benefit all members of the Independent Living community in Arizona by providing valuable and necessary ideas and tools to further enhance our ability to assist deaf-blind individuals with their independent living needs.

The overall Independent Living service delivery system will also be a focus of this SPIL. Efforts will be made to maximize the benefit that PWDs can receive in relation to their Independent Living needs by concentrating on eliminating duplication of services in the community which may be drawing away from the Independent Living community's ability to fully serve a wide range of needs due to economic and resource restrictions. To reach this objective the DSU,

CILs, and other community organizations will begin forging better relationships and partnerships through communication and work plans. Collaborative efforts specifically on the provision of home modifications will be a first step in what is hoped to be a wider reaching collaboration.

Other efforts will be put forward as a part of this SPIL to enhance and empower PWDs within the state of Arizona. These efforts include promoting voter registration; public education and outreach surrounding the needs and challenges of PWD in accessing medical care, employment, transportation and services; and assessing the overall service needs as viewed by PWD and service providers who work with PWD in the community. Through these efforts the Independent Living community in Arizona will enhance its ability to best serve PWD in meeting their needs, empowering them, and aiding them in becoming fuller participants in their communities.

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

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

Indicate N/A if not applicable.

2.1C Response: The Arizona State Independent Living Services program utilizes a financial needs test when determining what services the program will provide and what services the client will be responsible for paying for with their own or other funding. This financial needs test is based on criteria that the Arizona Rehabilitation Services Administration established in the State of Arizona Administrative Rules (R-6-403) for the Vocational Rehabilitation program but that is also now applied to Independent Living Rehabilitation Services and are reflected in the most current version of the Independent Living Rehabilitation Services policy manual. These criteria are uniformly applied to all clients in relation to specific service types. The Arizona Rehabilitation Services Administration is currently in the process of drawing up new administrative rules for the Independent Living Rehabilitation Services program which will further clarify specific to this program the economic need criteria that is applied to service provision.

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

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

2.2A Response: The Designated State Unit provides a wide variety of services through contractual arrangements with community rehabilitation providers. These contracts include but are not limited to home modification, vehicle modification, other assistive technology, restoration services, and transportation. All contracts are awarded based on structure put forward by state law and state administrative rules in relation to procurement. These contracts serve as the primary source for the provision of the specific services when these specific services are provided by the Designated State Unit.

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

2.2B Response: The Designated State Unit does not contract with or award any grants to Centers for Independent Living for the general operation of centers.

Section 3: Design for the Statewide Network of Centers

3.1 Existing Network – 34 CFR 364.25

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

3.1 Response: Arizona currently has five Centers for Independent Living (CILs) that provide a range of independent living services. The CILs are:

- 3.1.1 Arizona Bridge to Independent Living (ABIL)** located in Phoenix, Arizona, has a geographic service area that includes 19,339 square miles in Gila, Maricopa and Pinal counties. In that area, the number of people with disabilities is estimated to be 552,043 (U.S. Census revised July 2008).
- 3.1.2 DIRECT Independent Living Center** located in Tucson, Arizona, has a geographic service area that includes 23,056 square miles in Pima, Graham, Cochise, Santa Cruz, and Greenlee counties. In that area, the number of people with disabilities is estimated to be 191,292 (U.S. Census revised July 2008).
- 3.1.3 Services Maximizing Independent Living Empowerment (SMILE)**, located in Yuma, Arizona, has a geographic service area that includes 10,013 square miles in Yuma and La Paz counties. In that area, the number of people with disabilities is estimated to be 34,660 (U.S. Census revised July 2008).
- 3.1.4 New Horizons Independent Living Center** located in Prescott Valley, Arizona, has a geographic service area that includes 42,929 square miles in Yavapai and Mohave counties, as well as the non-reservation segments of Coconino, Navajo, and Apache counties. In that area, the number of people with disabilities is estimated to be 98,168 (U.S. Census revised July 2008).
- 3.1.5 Assist! To Independence** located in Tuba City, Arizona, has a geographic service area that includes 18,279 square miles on the reservations in Coconino, Navajo, and Apache counties. In that area, the number of people with disabilities is estimated to be 26,090 (U.S. Census revised July 2008).

3.2 Expansion of Network – 34 CFR 364.25

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

3.2 Response:

Although almost 90% of the population in Arizona live in the Phoenix and Tucson metropolitan areas the IL Network will explore strategies to make IL information, programs and services accessible to the residents in many of the rural communities including Native American Reservations. Rural residents usually have access to very few service providers, little or no accessible public transportation, and under-funded delivery systems.

To assess and identify unserved or underserved areas and populations within the services areas of the five existing centers in Arizona, the AZ Department of Economic Security (AZDES), AZ Department of Education (ADE), and AZ Department of Health Services (ADHS), the AZ IL Network will compare and contrast the Arizona disability census demographic information in the databases of 1) American Community Survey (ACS), and the Current Population Survey (CPS) available on the U.S. Census website, 2) the Rural, Research and Training Center on Disability in Rural Communities at the University of Montana, and 3) the Employment and Disability Institute, Disability Statistics at Cornell University, with the information presented in the Centers' annual 704 Reports: with particular attention to Subpart II, Number and Types of Individuals with Significant Disabilities Receiving Services, Sections E, F, G, H, and I, Subpart III, Training and Technical Assistance Needed; and Subpart IV, Individual Services and Achievements, and the disability demographic data collected by the AZDES, ADE and ADHS.

To establish an order of priority for serving the unserved or underserved areas and populations, the AZ IL Network partners will use as its basis the disability demographic data information (from the sources as cited in the previous paragraph) and compare it to the to Arizona County disability demographic data presented in the respective CILs' annual 704 Reports and to the AZDES, ADE and ADHS data. The profiles with the largest difference between the demographic data and 704 data will be assigned the highest priorities. The profiles include age, gender, ethnicity, disability and geographic (county) characteristics.

As an example of this system, Pinal County will be assigned a high priority because according to demographic data, 22.9% of the county's population are people with disabilities; however; Arizona Bridge to Independent Living (ABIL), the CIL responsible for Pinal County, listed 0 as the number of consumers served in their 2008 704 Report.

Additionally, in identifying service provisions gaps, the AZ IL

Network will continue to take steps to identify communities and/or community leaders interested and invested in growing the CIL network, and prepare those communities and/or community leaders with information and strategies to address and accept the challenges associated with operating a CIL branch office. Among these are:

The AZ SILC will focus on action steps that specifically call for an on-going analysis of gaps and the capacity of each center to meet the area's needs;

The AZ IL Network strongly believes that communities are best served by centers that have sturdy philosophical, programmatic, and financial underpinnings. The AZ IL Network believes that all existing CILs should be at a minimum funding threshold of Part C funds in the amount of \$300,000 before consideration is given to requests for the establishment of new Part C funded CILs. The basis for this amount is related to an amount of \$250,000 cited in ILRU's Research Project, Identifying a Minimum Budget for Centers, in September 2001 and adjusted for inflation and other pertinent costs. If, however, a community is unserved or underserved the AZ IL Network will promote and support expanding the CIL network with branch offices of an existing CIL.

Contingent upon funding, AZ SILC will recommend to CILs additional branch offices, when AZ SILC becomes aware of local grassroots organizations that demonstrate the following:

An expressed desire by members of the community to have a CIL office in their community;

Commitments by grassroots advocates to work with an existing CIL. The AZ SILC will provide technical assistance to the grassroots advocates related to the recommended procedures and legal requirements involved in operating a CIL branch office, and;

A demonstrated ability to create and manage a CIL branch office. There must be an adequate number of interested and qualified local people with disabilities to staff and administer a CIL branch office.

In order to strengthen the CIL network, the AZ SILC will pursue funding to establish and expand CIL branch offices; and with respect to any additional or new Part C funds allocated to the AZ CILs, in addition to and separate from the annual Part C allocation and COLA, the formula for disbursing those additional or new funds to CILs shall be 33.3% of the total divided among the existing centers based on the size of their geographic service area in relation to the total geographic

area of the state, 33.3% of the total divided based on the disability demographics of the respective centers' service area in relation to the total disability demographics of the state, and 33.4% at the discretion of the SILC.

AZ SILC, in collaboration with the Arizona CILs, will continue to develop and explore strategies on how to pursue additional funding for local consumer-controlled organizations to function as a branch office of the Arizona Independent Living Centers.

3.3 Section 723 States Only – 34 CFR 364.39

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

3.3A Response: N/A

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

3.3A Response: N/A

Section 4: Designated State Unit (DSU)

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

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

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

4.1A Response: The Designated State Unit provides all administrative support for the State Independent Living Services program. This includes but is not limited to all administrative functions, financial oversight and budgeting, clerical services, audit support, personnel development, recordkeeping and other functions that are required for and contribute to the program funded by title VII, chapter 1, Part B.

Specific positions that provide this support include but are not limited to the Arizona Rehabilitation Services Administration administrator,

district program managers, local office supervisors, assistant policy manager, financial manager, contracts manager, information/technology department, training department, and human resources department.

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

4.1B Response: N/A

Section 5: Statewide Independent Living Council (SILC)

5.1 Resource plan – 34 CFR 364.21(i)

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

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

5.1A Response:

AZ SILC Resource Plan

	2011	2012	2013
Income			
Title I I & E	\$190,795.	\$190,795.	\$190,795.
Title VII Part B	\$12,000.	\$12,000.	\$12,000.
Total Income	\$202,795	\$202,795	\$202,795
Expenses			
Administrative (Title I)	\$102,129.	\$102,129.	\$102,129.
Operating (Title I)	\$54,996.	\$54,996.	\$54,996.
Council Member Support (Title I)	\$33,670.	\$33,670.	\$33,670.
Goal A (Title VII)	\$3,500.	\$3,500.	\$3,500.
Goal B (Title VII)	\$7,500.	\$7,500.	\$7,500.

Goal C (Title VII)	\$1,000.	\$1,000.	\$1,000.
Total Expenses	\$202,795.	\$202,795.	\$202,795.

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

- The SILC’s responsibility for the proper expenditure of funds and use of resources that it receives under the resource plan.
- Non-inclusion of conditions or requirements in the SILC resource plan that may compromise the independence of the SILC.
- Reliance, to the maximum extent possible, on the use of resources in existence during the period of implementation of the State plan.

5.1B Response: To address the requirements of the resource plan, the AZ SILC’s executive committee and executive director shall prepare an annual income and expense budget. That budget shall be presented to the full Council for approval. Once approved, the budget is shared and explained to the entire staff so they have a clear understanding of the fiscal parameters and restraints under which the AZ SILC and they, as employees, must operate. The executive committee, at each of their monthly meetings, shall conduct a budget review and monthly comparison of actual expenses to budgeted expenses.

The AZ SILC’s executive director, in conjunction with the council chairperson and treasurer, shall develop and maintain an accounting system which is in compliance with standards for non-profit accounting. They shall develop reliable and understandable financial statements in a format acceptable to the full Council. Once developed, these financial statements shall be used consistently throughout the year so that all council members understand the true financial position of the Council at any time during the fiscal year.

The AZ SILC accounting procedures includes a chart of accounts that segregates and attributes income and expenses by fund sources. AZ SILC has the capacity to generate comprehensive and individual fund source financial statements at any given time.

The AZ SILC’s financial and program records shall be audited annually by an independent auditor, hired by the Council for that purpose, who shall examine the Council’s financial management system and report any and all findings, including those required by audits under the Office of Management and Budget (OMB) Circulars A-122 and A-133.

The AZ SILC will not accept any revenues with conditions or requirements that may compromise the independence of the Council. The AZ SILC will also not allocate any funds with conditions or

requirements that may compromise the independence of the Council.

The AZ SILC will exercise due diligence in adhering to the allocations as set forth in the resource plan. If unanticipated circumstances warrant any changes in the funds as allocated, those changes may be accommodated by redistributing the funds within the resource plan. The AZ SILC may also explore additional revenues (e.g. grants and donations) to support any enhancements or expansion to its budget.

5.2 Establishment and Placement – 34 CFR 364.21(a)

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

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

5.2 Response: To ensure that the AZ SILC does not exist as an entity within a state agency, it was established as a 501 (c) (3) not-for-profit corporation in 2002. The AZ SILC develops and administers its own budget, leases an office suite in a commercial building, and hires, supervises and evaluates its own staff. AZ SILC has four staff, an executive director, a director of administration, a program manager, and a community organizer. All of the staff are employees of the Council and are responsible to the Council. The executive director reports to and is directly supervised by the Council. The staff conducts the day-to-day business operations of the Council, coordinates the logistics for all council related meetings and activities, completes reports on behalf of, and in conjunction with, the Council, and supports the Council’s work on action steps related to the Council’s goals and objectives.

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

Describe the process used by the State to appoint members to the SILC who meet the composition requirements in section 705(b).

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

5.3 Response: As vacancies occur on the Council, the AZ SILC Membership and Nominating Committee identifies potential candidates to recruit for membership. A member of the Executive Committee chairs the nominating committee and other SILC members make-up the remaining committee composition.

There is a continuous recruitment process that is publicized through the SILC website, SILC membership, council staff, and all events where SILC has an official presence. When vacancies occur, AZ SILC looks into its pool of candidates and contacts those who may fit the compositional need (as defined by statute). The candidates are requested to submit an application and other related biographical materials. Candidates are then vetted by the membership and nominating committee and recommended to the council for approval and before forwarding their materials to the office of boards and commissions for the Governor’s consideration to confer an appointment.

The current council composition closely represents the age, gender, disability, ethnic, and geographic diversity of the State. A majority are individuals with disabilities who are not employed at a CIL or by the State. All disabilities are represented: physical, deaf, hard of hearing, blind, cognitive, mental, and multiple. There is a 121 project representative, a CIL executive director (elected by all the CILs executive directors), and staff from the DSU who serve on the Council as well.

The AZ SILC has an executive committee composed of a chair, vice chair, secretary, treasurer and vice treasurer. Each officer is a voting member and is elected for a two-year term by a majority vote of the Council at the last quarterly meeting of the fiscal year. To maintain continuity, secretary, treasurer and vice treasurer are elected every other year, with the chair and vice chair elected in the intervening year. The Executive Committee meets monthly, or more frequently as needed, to monitor the day-to-day operations. Full council meetings occur quarterly.

Many AZ SILC members serve for two consecutive terms. Applications, appointment documents, and other pertinent documents are filed in both the AZ SILC office and the Arizona Governor's Office for Boards and Commissions. Periodic reviews of those files are conducted to assess and monitor the term limits.

5.4 Staffing – 34 CFR 364.21(j)

Describe how the following SILC staffing requirements will be met:

- SILC supervision and evaluation, consistent with State law, of its staff and other personnel as may be necessary to carry out its functions.
- Non-assignment of duties to SILC staff and other personnel made available by the DSU, or any other State agency or office that would create a conflict of interest while assisting the SILC in carrying out its duties.

5.5 **Response:** According to the SILC Personnel Policies:

5.6

“All employees of AZ SILC serve at the will and pleasure of the Council and may be terminated at any time with just cause or no cause at all. By the same token, any employee may terminate his or her employment with the Council at any time with just cause or no cause at all.”

“Employees are provided with a job description approved by the Council. They are requested to review their job description and provide feedback to the executive director or the chairperson of the

council regarding changes and improvements. Should the responsibilities of an employee change, they will be responsible for revising their job description to reflect those changes and submitting it to the executive director for consideration. Should no further revisions be needed, the executive director will submit the new job description to the Council for approval.”

“All AZ SILC employees are evaluated after the first three months and thereafter, are evaluated annually. The evaluations will consider quality of work, quantity of work, attendance, relations with co-workers and the public, practice of the independent living philosophy, any issue addressed in a previous evaluation, and any other issues or concerns. With each evaluation, the employee will be given specific suggestions for improvement and will be given the opportunity to respond to the evaluator’s comments. The executive director will conduct employee evaluations. The Council’s executive committee will conduct the evaluations of the executive director and make recommendation to the full Board for final approval. Evaluations will be taken into consideration when opportunities for advancement and salary increases are available. Employees may request an evaluation at any time.”

The AZ SILC executive director works directly with, and is managed by, the Council’s Executive Committee. That committee assigns the duties, defines the responsibilities, supervises, and evaluates the executive director. The executive director directly manages, assigns duties, delegates responsibilities to, and evaluates the SILC staff. No other organizations provide staff support to the AZ SILC. The DSU or any other organization cannot assign duties or responsibilities to AZ SILC staff.

Section 6: Service Provider Requirements

Describe how the following service provider requirements will be met:

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

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

- Establishment and maintenance of a program of staff development for all classes of positions involved in providing IL services and, where appropriate, in administering the CIL program, improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy.
- Affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.

6.1 Response:

The Designated State Unit and Centers for Independent Living seek to hire and maintain personnel who are specialists in the development and provision of IL services and in the development and support of centers. Position descriptions reflect a need for knowledge of independent living and rehabilitation. The Designated State Unit maintains a policy that all rehabilitation counselors are eligible to sit for Certified Rehabilitation Councilor exam or that they are overseen by and have their work approved by someone who is eligible to sit for Certified Rehabilitation Councilor exam. Performance reviews are used to reinforce the skills of current staff as well as to identify areas where further development may be needed to aid the staff in continuing to grow in their positions and knowledge.

The Designated State Unit and Centers for Independent Living promote equal access for all clients to information and services related to independent living. Personnel are available, to the maximum extent feasible, who are able to communicate with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication devices, Braille, or audio tapes and in the native language of individuals with significant disabilities whose English proficiency is limited and who apply for or receive independent living services from the Designated State Unit and Centers for Independent Living. Resources such as adaptive equipment are also available in many instances to further assist with this endeavor. These personnel and resources are provided both directly by the Designated State Unit and Centers for Independent Living and also indirectly via contracts with outside agencies.

The Designated State Unit and Centers for Independent Living have established and maintain distinct programs of staff development for all staff involved in providing independent living services and, where appropriate, in administering the Center for Independent Living programs and improving the skills of staff directly responsible for the provision of independent services, including knowledge of and practice in the philosophy of independent living. The Arizona Statewide Independent Living Council, the Designated State Unit and

Centers for Independent Living typically collaborate to coordinate a biennial two-day independent living conference that attracts consumers, staff, volunteers, and board members. The Designated State Unit has monthly teleconference meetings, and annual face-to-face/video conference meetings for training, sharing and supporting staff and management involved in the State Independent Living Services program. The Designated State Unit also hosts a wide variety of trainings throughout the year related to not only independent living but rehabilitation in general that are made available to the State Independent Living Services personnel. The Centers for Independent Living maintain distinct local programs of professional development for orienting new staff and a variety of on-going training/learning for existing staff.

The Designated State Unit and Centers for Independent Living comply with the terms and conditions set forward in section 503 of the Act in relation to employment of all individuals.

6.2 Fiscal Control and Fund Accounting – 34 CFR 364.34

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

6.2 Response: The Designated State Unit’s and Centers for Independent Living fiscal principles and policies require fiscal control and fund accounting procedures that are necessary to ensure the proper disbursement of and accounting for funds made available through Parts B and C of chapter 1 of Title VII of the Act and comply with applicable EDGAR fiscal and accounting requirements.

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

- Maintenance of records that fully disclose and document the information listed in 34 CFR 364.35.
- Submission of annual performance and financial reports, and any other reports that the Secretary determines to be appropriate.
- Access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, for the purpose of conducting audits, examinations, and compliance reviews, to the information listed in 34 CFR 364.37.

6.3 Response: The Designated State Unit and Centers for Independent Living maintain financial records that document and fully disclose the amount

and disposition, total cost, other source portion and compliance with chapter 1 of Title VII of the Act the financial assistance received under Parts B and C and other records that the secretary determines to be appropriate to facilitate an effective audit. The Designated State Unit, in partnership with the Arizona State Independent Living Council and the Centers for Independent Living annually submit a 704 Report. The Designated State Unit and Centers for Independent Living also provide a Financial Status Reporting Form 269 and will submit any other reports that the Secretary determines to be appropriate. Additionally, the Designated State Unit and Centers for Independent Living will grant access to the Commissioner and Comptroller General, or any of their duly authorized representatives, all information necessary for the purpose of conducting audits, examinations, and compliance reviews regarding Part B and C funding activities.

6.4 Eligibility – 34 CFR 364.40; 34 CFR 364.41

- Eligibility of any individual with a significant disability, as defined in 34 CFR 364.4(b), for IL services under the SILS and CIL programs.
- Ability of any individual to seek information about IL services under these programs and to request referral to other services and programs for individuals with significant disabilities.
- Determination of an individual's eligibility for IL services under the SILS and CIL programs in a manner that meets the requirements of 34 CFR 364.51.
- Application of eligibility requirements without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability of the individual applying for IL services.
- Non-exclusion from receiving IL services of any individual who is present in the State and who is otherwise eligible for IL services, based on the imposition of any State or local residence requirement.

6.4 Response: The Designated State Unit and Centers for Independent Living have programmatic policies in place which describe the eligibility criteria that an individual with a significant disability, as defined in 34 CFR 364.4(b), is eligible for IL services under the SILS and CIL programs.

The Designated State Unit and Centers for Independent Living make information available to any individual who requests information about available independent living services provided; as well as referral information regarding other services and programs for individuals with significant disabilities provided by other entities.

Eligibility determination for independent living services provided by the Designated State Unit and the Centers for independent living are made in compliance with the stipulations of 34 CFR 364.51. Eligibility determinations are applied without regard to age, color,

creed, gender, national origin, race, religion, or type of significant disability. No State or local residence requirements are in place that would exclude anyone based on these factors from receiving independent living services from either the Designated State Unit or the Centers for Independent Living .

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

6.5 Response: The DSU and CILs have programmatic policies in place which describe the provision of IL services in accordance with an IL plan (which complies with 34 CFR 364.52) that is mutually agreed upon by the individuals with significant disabilities and DSU/CIL staff, unless the individual signs a waiver stating that an IL plan is unnecessary.

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

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

6.6 Response: The DSU and CILs have programmatic policies in place which describe provision of information, in accessible formats as requested, notifying individuals seeking or receiving IL services of the SILS and CIL programs about the availability of the Client Assistance Program (CAP) program, the purposes of the services provided under the CAP, and how to contact the CAP.

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

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

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

Section 7: Evaluation

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

The method used to evaluate the effectiveness of the plan will include the primary lead organization, who is responsible for the objective, compiling and collating the sources of information related to the measurable indicator of the objective and subsequently conveying that information to the organization who is responsible for assessing and monitoring the objective to the timeframe as established in the plan. The objectives described below present an outline that indicates the various organizations responsible in the process of assessing, evaluating and monitoring the plan.

Additionally, SILC will conduct a consumer satisfaction survey related to and separate from the consumer survey of individuals who receive IL services from the AZ CILs and the SIL program. SILC will compare and contrast the data and findings of the SILC survey to the consumer satisfaction surveys of the CILs and SIL programs. The analysis of the SILC survey will be shared with the CILs and SIL programs.

Objective A1 – PWDs have increased employment opportunities.

Measurable Indicator for Objective to be evaluated – Percentage of PWDs in the state of Arizona who are employed will be increased.

Sources of Information Needed for Indicator – 1) list of needs identified for increased employment opportunities, 2) copies of informational materials created, 3) meeting agendas for the community organizations, service providers, and policy makers contacted.

Organization responsible to receive Item(s) of information and evaluate objective – SILC

Organization responsible for gathering Item(s) of information – AZRSA

How Often Item(s) of Information is needed – semi-annually

Objective A2 – Formerly unserved and underserved areas/populations are served.

Measurable Indicator for Objective to be evaluated – A1.1: Percentage of PWDs in the state of Arizona who are employed will be increased.

Sources of Information Needed for Indicator – 1) meeting agendas, 2) written reports that include demographic profile of participants, and 3) copies of printed materials distributed to participants

Organization responsible to receive Item(s) of information and evaluate objective – SILC

Organizations responsible for gathering Item(s) of information – CILs

How Often Item(s) of Information is needed – semi-annually

Other related responsibilities – SILC convenes meetings of CIL EDs, ACDL, and other stakeholders and leads facilitated discussions on unified, statewide approach to self advocacy, SILC will also annually convene individual meetings with Veterans and minority groups to determine efficacy of trainings and reports findings back to CILs.

Objective A2 – Formerly unserved and underserved areas/populations are served.

Measurable Indicators for Objective to be evaluated – A2.3: The number of services people who are deaf-blind are accessing will increase

Sources of Information Needed for Indicator – 1) baseline statistical data of people who are blind that currently use AZRSA services in 2010, 2) a copy of the AZRSA original and expanded contract with Helen Keller National Foundation, 3) a list of original and expanded services offered by AZRSA, 4) a work plan describing the production, publication, and distribution schedule of the directory, and 5) a list of the intended recipients of the directory

Organizations responsible to receive Item(s) of information and evaluate objective – SILC

Organization responsible for gathering Item(s) of information – AZRSA

How Often Item(s) of Information is needed – semi-annually

Other related responsibilities – SILC convenes meetings with members of the deaf/blind community to assess the efficacy of the distribution and use of the directory

Objective A2 – Formerly unserved and underserved areas/populations are served.

Measurable Indicators for Objective to be evaluated – A2.4: The number of AZRSA outreach activities in collaboration with other agencies that provide services to Veterans will increase.

Sources of Information Needed for Indicator – 1) copies of outreach materials distributed, 2) meeting agendas of outreach presentations, 3) methodology, 4) description of services requested, 5) description of services provided, and 6) a report describing participants and outcomes of outreach presentations

Organizations responsible to receive Item(s) of information and evaluate objective – SILC

Organization responsible for gathering Item(s) of information – AZRSA

How Often Item(s) of Information is needed – semi-annually

Other related responsibilities – SILC convenes meetings with Veterans to assess the efficacy of outreach and reports findings back to AZRSA

Objective A2 – Formerly unserved and underserved areas/populations are served.

Measurable Indicators for Objective to be evaluated – A2.5: Number of formal relationships AZRSA has with Native American Tribal Communities in Arizona will increase.

Sources of Information Needed for Indicator – 1) baseline statistical data of Native American Tribal Communities with which AZRSA has relationships in 2010, 2) meeting agenda for each outreach presentation, 3) copies of outreach materials distributed for each outreach presentation, 4) methodology, and 5) a report describing participants and outcomes of each outreach presentation

Organization responsible to receive Item(s) of information and evaluate objective – SILC

Organization responsible for gathering Item(s) of information – AZRSA

How Often Item(s) of Information is needed – semi-annually

Other related responsibilities – SILC convenes meetings with members of the Native American Tribal Communities to assess the efficacy of outreach and reports findings back to AZRSA

Objective A3 – PWDs have access to assistive technologies.

Measurable Indicators for Objective to be evaluated – A3.1: Number of PWDs who receive and are provided instructions on how to use the GPS for DME Toolkit

Sources of Information Needed for Indicator – 1)GPS for DME toolkit, 2)meeting agendas and/or minutes that identify time, place, participants and focus, 3)distribution list of GPS Toolkit recipients, and 4) a report describing participants and outcomes of each outreach presentation

Organization responsible to receive Item(s) of information and evaluate objective – AZRSA

Organization responsible for gathering Item(s) of information – SILC

How Often Item(s) of Information is needed – annually

Other related responsibilities – SILC conducts workshops for consumers, CIL staff and other stakeholder organizations on how to use the GPS for DME Toolkit to PWDs.

Objective A4 – PWDs register to vote.

Measurable Indicators for Objective to be evaluated – A4.1: Increase percentage of JVADC participating members

Sources of Information Needed for Indicator – 1) meeting agendas and/or minutes that identify time, place, participants and focus, and 2) membership list

Organization responsible to receive Item(s) of information and evaluate objective – SILC

Organization responsible for gathering Item(s) of information – JVADC

How Often Item(s) of Information is needed – quarterly

Objective A5 – Healthcare providers are accessible.

Measurable Indicator for Objective to be evaluated – A5.1: Number of consumer focus groups and online/paper consumer surveys conducted

Sources of Information Needed for Indicator – 1) RFP and/or work plan document that includes descriptions of deliverables/objectives, payment schedule, timeframes, and any addenda, and 3) draft of online/paper survey and focus group questions

Organization responsible to receive Item(s) of information and evaluate objective – SILC

Organization responsible for gathering Item(s) of information – AZRSA

How Often Item(s) of Information is needed – quarterly

Other related responsibilities – If AZRSA outsources focus group and survey assessments through competitive bidding process, SILC 1)participates in developing criteria for competitive bidding process; 2)participates in the review and award of the RFP; and, 3)convenes quarterly meetings with contracted researcher and AZRSA staff. Also, SILC works with consultant to develop written survey and appropriate focus group questionnaire and meets periodically with consultant to monitor progress and report back to AZRSA.

Objective A5 – Healthcare providers are accessible.

Measurable Indicators for Objective to be evaluated – A5.2: A report with recommendations based on the data collected in Activity A5.1 (a)

Sources of Information Needed for Indicator – 1) copies of the collected raw data, 2) a draft of the report that analyzes and summarizes the data

Organization responsible to receive Item(s) of information and evaluate objective – SILC

Organization responsible for gathering Item(s) of information – AZRSA
How Often Item(s) of Information is needed – semi annually

Objective A5 – Healthcare providers are accessible.

Measurable Indicators for Objective to be evaluated – A5.3: A position paper with recommendations based on the data collected in Activity A5.1 (a)

Sources of Information Needed for Indicator – 1) position paper drafts, 2) meeting agendas and minutes that identify time, place, participants and focus,

Organization responsible to receive Item(s) of information and evaluate objective – SILC

Organization responsible for gathering Item(s) of information – AZRSA

How Often Item(s) of Information is needed – quarterly

Objective A5 – Healthcare providers are accessible.

Measurable Indicators for Objective to be evaluated – A5.4: Number of organizations that collaborate to promote and support the implementation of position paper's recommendations

Sources of Information Needed for Indicator – 1) meeting agendas and/or minutes that identify time, place, participants and focus, and 2) distribution list related to position paper

Organization responsible to receive Item(s) of information and evaluate objective – AZRSA

Organization responsible for gathering Item(s) of information – SILC

How Often Item(s) of Information is needed – monthly

Other related responsibilities – SILC develops partnerships with medical teaching institutions, ASU, medical associations and other stakeholders and facilitates meetings to develop strategies to implement the position paper recommendations

Objective B.1 – The IL delivery network reflects consumer service needs.

Measurable Indicator for Objective to be evaluated – B1.1: Number of consumer online/paper surveys and consumer focus groups conducted

Sources of Information Needed for Indicator – 1) RFP and/or work plan document that includes descriptions of deliverables/objectives, payment schedule, timeframes, and any addenda, and 3) draft of online/paper survey and focus group questions.

Organization responsible to receive Item(s) of information and evaluate objective – SILC

Organization responsible for gathering Item(s) of information – AZRSA

How Often Item(s) of Information is needed – semi-annually

Other related responsibilities – If AZRSA outsources annual assessment through state competitive bidding process: SILC 1) participates in developing criteria for competitive bidding process; 2) participates in the review and award of the RFP; and, 3) convenes quarterly meetings with contracted researcher and AZRSA staff. Also, SILC works with consultant to develop written survey and appropriate focus group questionnaire, and periodically participates in focus groups for quality assurance and control and reports back to AZRSA

Objective B.1 – The IL delivery network reflects consumer service needs.

Measurable Indicators for Objective to be evaluated – B1.2: A report with

recommendations based on the data collected in Activity B1.1 (a)
Sources of Information Needed for Indicator – 1) copies of the collected raw data, 2) a draft of the report that analyzes and summarizes the data
Organization responsible to receive Item(s) of information and evaluate objective – SILC
Organization responsible for gathering Item(s) of information – AZRSA
How Often Item(s) of Information is needed – semi-annually
Other related responsibilities – SILC convenes stakeholders in meetings to develop long-range plan

Objective B2 – Duplication in the IL delivery systems is identified.
Measurable Indicator for Objective to be evaluated – B2.1: Number of key staff in IL delivery system organizations interviewed
Sources of Information Needed for Indicator – 1) RFP and/or work plan document that includes descriptions of deliverables/objectives, payment schedule, timeframes, and any addenda, and 3) draft of online/paper survey and focus group questions
Organization responsible to receive Item(s) of information and evaluate objective – SILC
Organization responsible for gathering Item(s) of information – AZRSA
How Often Item(s) of Information is needed – semi-annually
Other related responsibilities – If AZRSA outsources focus group and survey assessments through competitive bidding process: SILC 1)participates in developing criteria for competitive bidding process; 2)participates in the review and award of the RFP; and, 3)convenes quarterly meetings with contracted researcher and AZRSA staff.

Objective B2 – Duplication in IL delivery systems is identified.
Measurable Indicator for Objective to be evaluated – B2.2: A position paper with recommendations based on the data collected in Activity B1.2 (a) and B2.2 (a)
Sources of Information Needed for Indicator – 1)position paper drafts, 2)meeting agendas and minutes that identify time, place, participants and focus
Organization responsible to receive Item(s) of information and evaluate objective – SILC
Organization responsible for gathering Item(s) of information – AZRSA
How Often Item(s) of Information is needed – semi-annually
Other related responsibilities

Objective B2 – Duplication in IL delivery systems is identified.
Measurable Indicators for Objective to be evaluated – B2.4: Number of organizations that collaborate to promote and support the implementation of the report's recommendations as referenced in B2.3(a)
Sources of Information Needed for Indicator – 1) meeting agendas and/or minutes that identify time, place, participants and focus, and 2) distribution list related to position paper
Organization responsible to receive Item(s) of information and evaluate objective – AZRSA
Organization responsible for gathering Item(s) of information – SILC
How Often Item(s) of Information is needed – semi-annually
Other related responsibilities – SILC develops partnerships with stakeholders and facilitates meetings to develop strategies to implement the position paper

recommendations

Objective B3 – IL Network key partners collaborate to provide delivery of services
Measurable Indicator for Objective to be evaluated – B3.1: AZRSA will work in conjunction with the CILs to maximize resources available to provide home modifications for PWDs.

Sources of Information Needed for Indicator – 1) a written report that includes a demographic and statistical analysis of the consumers served and 2) a summary overview of the frequency and outcomes of the collaborative projects

Organization responsible to receive Item(s) of information and evaluate objective – SILC
Organization responsible for gathering Item(s) of information – AZRSA

How Often Item(s) of Information is needed – quarterly

Other related responsibilities

Objective B3 – IL Network key partners collaborate to provide delivery of services
Measurable Indicators for Objective to be evaluated – B3.2: The number of meetings that AZRSA coordinates with each CIL to assess and implement areas where they can work collaboratively in delivering services will increase.

Sources of Information Needed for Indicator – 1) meeting agendas and minutes and 2) written report that includes a summary and composite overview of the outcomes of the collaborative meetings.

Organization responsible to receive Item(s) of information and evaluate objective – SILC
Organization responsible for gathering Item(s) of information – AZRSA

How Often Item(s) of Information is needed – quarterly

Other related responsibilities

Objective C1 – Policy makers financially support the IL Network.

Measurable Indicator for Objective to be evaluated – C1.1: Percentage of policy makers receiving fact sheets related to issues that impact the IL Network

Sources of Information Needed for Indicator – 1) copies of the fact sheets, and 2) the distribution list of intended recipients

Organization responsible to receive Item(s) of information and evaluate objective – AZRSA

Organization responsible for gathering Item(s) of information – SILC

How Often Item(s) of Information is needed – semi-annually

Other related responsibilities – SILC oversees preparation, drafting, production and distribution of fact sheets

Objective C1 – Policy makers financially support the IL Network.

Measurable Indicator for Objective to be evaluated – C1.2: Number of PWDs from across the state who attend IL Summit

Sources of Information Needed for Indicator – 1) Conference registration list, and 2) conference agenda

Organization responsible to receive Item(s) of information and evaluate objective – SILC

Organization responsible for gathering Item(s) of information – CILs

How Often Item(s) of Information is needed - annually

Other related responsibilities – SILC participates in IL Planning consortium

Objective

Measurable Indicators for Objective to be evaluated

Sources of Information Needed for Indicator

Organizations responsible to receive item(s) of information and evaluate objective

Organization responsible for gathering Item(s) of information

How Often Item(s) of Information is needed

Other related responsibilities

Section 8: State-Imposed Requirements

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

Section 8 Response: N/A There are no State-imposed requirements contained in the provisions of this SPIL.