

Vendor name	Mt. Diablo Adult Education
Vendor number(s)	HB0962; HB0903
Primary regional center	Regional Center of the East Bay
Service type(s)	Activity Day Program
Service code(s)	505
Number of consumers currently serving	65
Please describe your person-centered approach ¹ in the concept development process; how did you involve the individuals for whom you provide services?	The staff meets individually with clients at the beginning of every school year to discuss goals, review progress and assessments from the prior year and to have them choose their classes for the first half of the year. To help them identify their hopes/dreams, etc., an extensive survey was recently developed that assesses their goals/interests in the following areas: independent living, community access, employment, and social/relationship development. Clients are also creating PowerPoint presentations that highlight their hopes and dreams. They will be utilized as a pictorial representation of their Person-Centered Plan. During the development process of the survey, clients expressed an interest in having more opportunities to explore work in the community. Although volunteer jobs provide great learning opportunities, they are often limited in the types of training available for participants.
Does the concept address unmet service needs or service disparities? If so, how?	Additional funding would allow us to hire a part-time instructor to do job development/coaching and work with clients individually to assist them in transitioning to Competitive Integrated Employment (CIE). Having a staff member who is dedicated to supporting participants in achieving their employment goals would make a tremendous impact on their ability to be more independent and self-sufficient.
Barriers to compliance with the HCBS rules and/or project implementation	Our current funding ratio is 1:6 which does not allow for the additional funds necessary to have a designated staff member providing individualized work transition support to clients. In addition to working directly with participants, there would need to be time designated to establish relationships with businesses in the community.
Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include	The project proposal is to create a new staff position to do community outreach to employers and provide job development and coaching for clients who desire Competitive Integrated Employment. This request is based on non-compliance with Federal Requirement #1: providing options for clients who seek paid employment.

¹ A person-centered approach emphasizes what is important to the individual who receives services and focuses on personal preferences, satisfaction, and choice of supports in accessing the full benefits of community living. For more information regarding person-centered practices, please visit <http://www.nasddds.org/resource-library/person-centered-practices/>

<p>justification for funding request</p>	<p>Currently the programs provide vocational training through small group volunteer activities in the community. There are no additional funds in the budget to provide individualized services to help students transition to work.</p> <p>When clients express an interest in employment, they are referred to Department of Rehabilitation and/or a supported employment program. Unfortunately, most programs have a wait list which delays any forward movement for the client.</p> <p>A job developer on staff would be familiar with an individual's interests, skills and abilities which would help expedite the placement process. The grant money would provide the funding to hire and train a new instructor dedicated to individualized employment assistance and support.</p>
<p>Estimated budget; identify all major costs and benchmarks — attachments are acceptable</p>	<p>Proposed Budget for Instructor/Job Developer for Life Skills and TOPS July 1, 2018 – June 30, 2019</p> <p>Salary: 18 hrs. per week \$36.97 per hour (includes employer payroll deductions) 18 x \$36.97 = \$665.46 per week</p> <p>42 weeks per year \$665.46 x 42 = \$27,949.32 Total staff cost for 8/13/18– 6/30/19 = 27,949.32</p> <p>Estimated mileage for outreach and coaching: 25 miles per week MDUSD mileage rate = \$0.535 25 x \$.535 = \$13.38 per week 42 (weeks) x \$13.38 = \$561.96</p> <p>TOTAL BUDGET: \$28,511.28</p>
<p>Requested funding for 2017-18</p>	<p>\$28,511.28</p>
<p>Estimated timeline for the project</p>	<p>Develop and post job on Ed Join: 7/2/18 Interviews: 7/16/18 – 7/20/18 Hiring procedures (e.g. fingerprinting, etc.): 7/23/18 – 8/10/18 Orientation and training: 8/13/18 – 8/15/18 Meetings with students and outreach to the community: 8/16/18 – 6/30/19</p>