

**Home and Community-Based Services (HCBS) Rules
CONCEPT PROPOSAL**

Enclosure C

Existing regional center vendors may receive funding to make changes to service settings and/or programs to help them come into compliance with the HCBS rules. To be considered for funding, vendors must complete and submit this form and the Provider Compliance Evaluation form by October 1, 2016, to the regional center with which it has primary vendorization.

This form may not exceed three pages and must be kept in Arial 12-point font. The narrative should link to the federal requirement that is not being met. The Provider Compliance Evaluation should guide the narrative. The results of the Evaluation should be clearly laid out in the narrative. Additionally, the narrative should describe how the funding would achieve compliance. Concept proposals should be developed with a person-centered approach, with proposed changes/activities focused on the needs and preferences of those who receive services. The estimated budget and timeline need not be detailed at this point but must include all major costs and benchmarks.

More information on the HCBS rules and this form can be found at:
<http://www.dds.ca.gov/HCBS/>

Vendor and vendor number	Alma Family Services – Vendor Number PE 1315
Primary regional center	Eastern Los Angeles Regional Center
Service type and code	Community Integration Training - # 055
Number of consumers currently serving	20
Barriers to compliance with the HCBS rules and/or project implementation	A barrier for full project implementation is the need for additional funding to support employment placement in the community. The program currently teaches work readiness skills; however, a Job Placement Facilitator is needed to develop partnerships with local business to promote employment placement. Business owners require additional supervision and support of a facilitator dedicated to assist the transition of adults with disabilities to receptive work settings. The current funding structure does not support the role of an job placement facilitator which could significantly impact the ability of individuals with special needs to access and maintain employment within the East Los Angeles community.
Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request	The Community Integration Training (CIT) program is designed to strengthen the capacity of consumers and caregivers to achieve greater access to community supportive services. Based on a consumer, family driven and person centered thinking approach; the program utilizes a variety of educational workshops, self-awareness and peer support group activities. Program participants are offered hands-on daily opportunities on-site and in the community to learn and practice problem-solving, critical thinking skills and social interaction skills. Community outings offer participants opportunities to learn how to

	<p>utilize public transportation services and to practice self-advocacy in the community, enhancing their sense of autonomy. Participants also learn and explore different functions of daily living, including practicing basic communication skills, pre-vocational money awareness, basic computer literacy skills and social interactions through different environments and settings. Program staff also teaches participants more complex social and self-soothing skills when addressing various topics such as bullying, stress management, parenting and ways to advocate for rights and independence. Experiential teaching involves role-playing various scenarios and ways to appropriately respond to stressors.</p> <p>To empower participants and promote autonomy, the staff teaches clients about services and resources within their community. Participants receive opportunities to access and report on their experience with different local, County, State and Federal Services (i.e. health services, transportation services, MediCal services, housing services etc). Participants engage in peer support groups and activities aimed at breaking patterns of isolation and providing individuals the opportunity to progressively connect with the community at large.</p> <p>The Community Integration Training provides instruction, hands-on practice, and support through a critical continuum of services. The abovementioned services and activities teach critical foundational skills, enhancing the lives of individuals with special needs. These foundational skills are also needed to prepare participants to further integration within the community at large, including employment placement. The consistency and continuity of care provided by staff to participants and their families are central components of this framework through which individuals move from isolation towards connectedness, dependency towards autonomy, and disengagement towards a sense of community.</p> <p>Additional funding requested to support this program would enhance opportunities for participants to receive on-site assistance and support at work settings. Additional funds would allow alma to hire a Job Placement Specialist to develop partnerships with local business to promote employment placement. Business owners require supervision and the support to employ individuals with special needs. The Job Placement Specialist would offer education, and support to businesses, facilitating training and work placement for program participants. Furthermore, the Job Placement Specialist would offer support for individuals transitioning into work settings. By offering on-site supervision during the transition to the workplace, hands-on support through challenging situations and facilitating the learning</p>
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	and application of skills needed for the work setting, Alma would enhance participants' likelihood of success in securing employment.																				
Estimated budget; identify all major costs and benchmarks— attachments are acceptable	<table> <tr> <td>Personnel Costs (Salaries and Benefits)</td> <td>\$107,100</td> </tr> <tr> <td>Rent</td> <td>6,000</td> </tr> <tr> <td>Client Expenses</td> <td>3,000</td> </tr> <tr> <td>Outside Services/Telephone/Utilities</td> <td>4,200</td> </tr> <tr> <td>Non-Depreciable Equipment</td> <td>3,500</td> </tr> <tr> <td>Stipends</td> <td>12,000</td> </tr> <tr> <td>Travel and Mileage</td> <td>1,800</td> </tr> <tr> <td>Supplies and Other Office Expenses</td> <td>4,400</td> </tr> <tr> <td>Administrative Costs</td> <td><u>18,000</u></td> </tr> <tr> <td>Total</td> <td><u>\$160,000</u></td> </tr> </table>	Personnel Costs (Salaries and Benefits)	\$107,100	Rent	6,000	Client Expenses	3,000	Outside Services/Telephone/Utilities	4,200	Non-Depreciable Equipment	3,500	Stipends	12,000	Travel and Mileage	1,800	Supplies and Other Office Expenses	4,400	Administrative Costs	<u>18,000</u>	Total	<u>\$160,000</u>
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Requested funding for 2016-17	\$160,000																				
Estimated timeline for the project	The annual budget submitted above is equivalent to a full year of programming. As funding becomes available for the project as outlined above, Alma will hire a Job Placement Specialist to further develop the pre-employment training and job placement within 120 days of the start of the project.																				