

**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	UCP of the North Bay Napa: HN0284 Solano: HN0344 Sonoma: HN0388
Primary regional center	North Bay Regional Center
Service type and code	510
Number of consumers currently serving	181
Barriers to compliance with the HCBS rules and/or project implementation	<p>UCP of the North Bay will address the needs/barriers for:</p> <ol style="list-style-type: none"> <li>1. Creating a system-wide model that supports the exposure of individuals with developmental disabilities to employers throughout the business community.</li> <li>2. Exposing employers to the quality job performance and work ethic of individuals with developmental disabilities that will lead to the hiring of those individuals.</li> <li>3. Exposing individuals with developmental disabilities to the multitude of industries they will come in contact with through our Custom Recycling Solutions concept.</li> <li>4. Supporting the start-up of transition to community-based employment at Adult Day Programs throughout multiple regional center catchment areas.</li> <li>5. Providing technical assistance for Adult Day Programs wanting to expose individuals to employers throughout the business community.</li> <li>6. Developing an assessment tool for Adult Day Programs to determine what agency resources are needed to implement our Custom Recycling Solutions concept.</li> </ol>

	<ol style="list-style-type: none"> <li>7. Ensuring that all individuals have person centered planning goals that specifically address access to fully inclusive, community-based employment and supported employment.</li> <li>8. Respecting individual choice to work or not work in the community while ensuring that the decision of the individual is based on personal experience and exposure.</li> <li>9. Providing the opportunity for every individual to work or be assessed to work in the community and access supported employment while providing a safety net for those individuals.</li> <li>10. Implementing a community-based employment model that has the capacity to employ large numbers of individuals with developmental disabilities currently in Adult Day Programs.</li> <li>11. Providing job assessment and development for individuals wanting to work for an employer after being exposed to their business while working in the community.</li> <li>12. Educating individuals with developmental disabilities that it's easier to get a job when you have a job through our Custom Recycling Solutions concept.</li> </ol>
<p>Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request</p>	<p>Custom Recycling Solutions is a two-tiered concept:</p> <ol style="list-style-type: none"> <li>1. Supporting the growth of Custom Recycling Solutions to fully implement our core concept of employing individuals with developmental disabilities in the beverage container, eWaste, and document recycling industry. Custom Recycling Solutions provides entirely community-based employment for individuals who are exposed to a multitude of businesses and industries as they service recycling containers and pick-up eWaste and documents for secure recycling.</li> </ol> <p>Custom Recycling Solutions operates with mobile crews of 3-4 employees with developmental disabilities and one supervisor who drives a van with a trailer or box truck in the course of servicing beverage recycling containers, picking up eWaste, and collecting documents for recycling. The contents are then sorted, weighed, and processed at drop-off locations within each county and shipped to the UCP of the North Bay owned and operated Petaluma Recycling Center.</p> <ol style="list-style-type: none"> <li>2. Supporting other non-profit agencies serving individuals with developmental disabilities to start-up their own recycling business as a means of providing on-going community-based employment. As with Custom Recycling Solutions, their employees with developmental disabilities will be exposed to potential employers in a variety of businesses and industries with whom they have direct contact.</li> </ol>

	<p>UCP of the North Bay will provide grant funded technical training and, importantly, assist agencies with Adult Day Programs in obtaining recycling industry certifications. This will allow agencies to take advantage of the opportunity to make significant progress toward being in full compliance with HCBS guidelines. Our goal is to serve agencies located in the eight county catchment areas of North Bay Regional Center, Golden Gate Regional Center, and Regional Center of the East Bay: Sonoma, Napa, Solano, Marin, San Francisco, San Mateo, Alameda, and Contra Costa Counties.</p> <p>Custom Recycling Solutions creates a system-wide employment transition model for compliance with HCBS guidelines:</p> <ol style="list-style-type: none"> <li>1. UCP of the North Bay works with SourceAmerica, <a href="http://www.sourceamerica.org">www.sourceamerica.org</a>, to create jobs for people with disabilities. We hold CalRecycle certification, National Association of Information Destruction certification, and both RIOS and R2 certification for the recycling industry and electronics recycling. This is a tremendous achievement that significantly advances opportunities for individuals with developmental disabilities to work in the community, earn prevailing wages, and identify career opportunities. Our project proposal includes a funding request for two full-time Technical Support Managers to work directly with other nonprofit agencies to help them offer community-based work.</li> <li>2. Funding our Custom Recycling Solutions concept is a means of rapidly moving agencies toward meeting HCBS regulatory standards before full-compliance is required in March 2019. The employment mission of UCP of the North Bay is to provide “Work Without Limits.” Our goal is to create independence through paid work that enhances quality of life and provides the opportunity to live and work in the community. This concept embodies our commitment to work.</li> </ol>
<p>Estimated budget; identify all major costs and benchmarks— attachments are acceptable</p>	<p>Personnel: \$184,800 (Project Mgr., Tech Support Mgrs., Staff)            Equipment: \$ 77,711 (Trailers, Van, Materials, Containers)            Administrative: \$ 43,564 (Vehicle Gas/Maint., Mailing, Overhead)            Marketing: \$ 6,545 (Brochures, Mailers, Promotional Materials)            Total Budget: \$312,620 (Please see attached Benchmarks)</p>
<p>Requested funding for 2016-17</p>	<p>\$240,717 Provider Compliance Funding Request            \$ 71,903 UCP of the North Bay Fundraising</p>
<p>Estimated timeline for the project</p>	<p>24 Months April 2017 to March 2019</p>