

**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:
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Vendor and vendor number	The Diane Cathey Center "Breaking Barriers" HR0088
Primary regional center	Redwood Coast Regional Center
Service type and code	Community Integration Training Program 055
Number of consumers currently serving	13
Barriers to compliance with the HCBS rules and/or project implementation	Living in a rural area job opportunities are few and far between for our consumers. Not every one of our consumers wishes for or is able to do integrated employment. Our local area does not have an adequate transportation system for individuals with special needs. The center would like to create a micro gardening business but cannot due to current greenhouse being too old, it is falling apart, and does not have working equipment. The center also does not have the funds available to purchase a new greenhouse with working equipment such as a heater, lighting system, watering system, and fans. We also do not currently have an individual that is knowledgeable in set up and greenhouse management.
Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request	Our goal would be to grow enough plants that we could share with the community food bank, use in our cooking program, and to set up a micro business to grow and sell plants to our community. We would like to have a larger, properly equipped greenhouse setup that would allow our consumers to plant and grow flowers and vegetables for personal use, to share with the community, and set up a micro business that would allow them to grow and sell plants. All consumers could take part in this business opportunity. This would give our consumers a chance at gainful employment. Federal requirement # 1: Our consumers would like to earn money but we live in a rural area and there are not a lot of job opportunities

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	available that would be suitable for our consumers. Our consumers are very limited in skills, at this time, to complete jobs. If we had a greenhouse at the center the consumers could access it throughout the day. We would like to bring in a professional gardener to help teach the consumers and the center workers how to grow nice healthy plants
Estimated budget; identify all major costs and benchmarks—attachments are acceptable	<p>Greenhouse 12'x24' \$8300</p> <p>Assembly \$2000</p> <p>Foundation wood \$100</p> <p>Accessories-potting benches, soil, flats and pots, plants, seeds, water system, fertilizers \$750</p> <p>Building permit \$150-\$300</p> <p>Professional Gardener (training) \$1600 for 1 year</p> <p>By getting this greenhouse and a trainer we hope to gain knowledge of how to properly operate the greenhouse and start a micro business with our clients.</p>
Requested funding for 2016-17	\$13,000
Estimated timeline for the project	2016 - ongoing

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Vendor and vendor number	The Diane Cathey Center-HR0088
Primary regional center	Redwood Coast Regional Center
Service type and code	055 Community Integration Training Program
Number of consumers currently serving	13
Barriers to compliance with the HCBS rules and/or project implementation	Several of our consumers are unable to articulate clearly thus, making their wants and needs unclear. This makes meetings and speaking to people in the community reliant on others to interpret for the consumers. Many have sensory issues which makes going into a therapist office, either extremely difficult or impossible. There is no outside funding to assist with a therapist coming to a center base, working with consumers, and instructing staff, in methods to work with consumers daily, to reach their optimal potential.
Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request	<p>The project would be to locate a local speech therapist who would be willing to come to a center base, assess at least 5 individuals, set goals and provide staff with training on skills necessary to achieve those goals. In the beginning the speech therapist would need to come bi-monthly to be phased to monthly after 6 months as consumer's progress proceeds.</p> <p>#1 Currently several consumers cannot articulate clearly, which limits access to their community, expressing their personal preferences, concerns, obtaining services, employment and every other aspect of their lives.</p> <p>Without funding, consumers will continue to rely on others to interpret or communicate all aspects of their lives. Thus, making them more dependent on services and excluding them more from their community. In the past 2 consumers received some speech</p>

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	therapy and were doing well, but then the therapy was pulled for whatever reason, and over time all progress was lost. The Diane Cathey Center can facilitate each consumer's progress and work with them to reach their highest potential.
Estimated budget; identify all major costs and benchmarks—attachments are acceptable	Major Cost—5 consumer evaluations, reports, and goal setting @ \$150 each evaluation =\$750. 10 speech sessions @ \$80 per session(2 for each of the 5 consumers per month) = \$800 x 6months = \$3000. Phase to 1 session per month for 5 consumer @ \$80 per session =\$400 monthly on going till ISP goals are met.
Requested funding for 2016-17	\$3,750.00
Estimated timeline for the project	On going

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Vendor and vendor number	The Diane Cathey Center HR0088
Primary regional center	Redwood Coast Regional Center
Service type and code	Community Integration Training Program 055
Number of consumers currently serving	13
Barriers to compliance with the HCBS rules and/or project implementation	<p>Currently we have no funding to offer trainings, such as College of Direct Support, or any continuing education classes. The center is in a rural area of California. Locating trainers and paying for them is extremely difficult. Due to the fact that we are a small organization, we cannot afford to shut down for even a day and have all of our staff attend a training without severely impacting our financial stability.</p> <p>Some trainings that maybe helpful, are not even offered to day programs such as DSPT (Direct Support Professional Training), This training is currently only available to community care homes. There are currently no classes offered at our community college, either on line or at the campus, that have anything related to the service system, about individuals with intellectual disabilities or client rights.</p>
Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request	<p>To locate and acquire trainers knowledgeable in direct services for individual's with intellectual disabilities and/or utilize current online training sites such as College of Direct Support. Possible other trainings that may open, if the state creates new state on line courses.</p> <p># 3 We currently do not have the funding to acquire trainings and there are no continuing education classes, in our field, at our local college. Even if classes were offered, the center does not have the funding or extra staff coverage to allow a staff person to be absent.</p>

	<p>The center would be out of ratio compliance, if we allowed staff off during the day and the center would have to pay overtime if staff went in the evening.</p> <p>With funding, the center would be able to train staff in all areas regarding individuals with intellectual disabilities. This would ensure consumers that the individuals that worked with them, would be at the highest knowledge regarding their supports and how to deliver them. Thus, giving consumers a more secure feeling, that the place they have chosen to spend their day, understands who they are and how to meet their needs.</p>
Estimated budget; identify all major costs and benchmarks—attachments are acceptable	<p>College of Direct Support- Yearly Administration Fee to \$800 Yearly Per Consumer Cost \$13 for 13 consumers = \$169 (How it is set up is by number of consumers you have in a program and we have 13) Set up of program - \$500.00 Staff Training Time – 1hr. week x \$16 in wages to staff = \$16 x 52 weeks (1year) = \$832 x 10 employees = Total of \$8320 for 1st year. Year 2 amount is \$800 for Administration fee and \$169 for the 13 consumers we have enrolled.</p>
Requested funding for 2016-17	\$9,789
Estimated timeline for the project	1-2 years

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Vendor and vendor number	The Diane Cathey Center HR0088,H79358
Primary regional center	Redwood Coast Regional Center
Service type and code	Community Integration Training Program 055
Number of consumers currently serving	13
Barriers to compliance with the HCBS rules and/or project implementation	Because of our rural area, jobs are very hard to find. The center also lacks staff, due to funding, that can locate and develop consumer driven employment. Several of our consumers, do not wish or are unable to, work in larger community. Current opportunities to develop our recycle program are hindered because of lack of funds. The center is in need of a small four door truck to pick up and haul recycles to and from the center. Without such a vehicle, the center has to turn down businesses that would like the consumers to do their recycling for them. This would allow the consumers of the center to have a small successful business and be integrated into their community in a positive way.
Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request	With the purchase of a small four door truck, Staff and consumers would be able to go to various locations, pick up recyclables, return to the center sort them in the recycle shed, then get them ready to take to our local recycle center. They would load them and take them down for cash. They would also have to take trash that was sorted out of the recycling and dispose of it at the local disposal and recovery center. # 1 Currently because the center cannot afford a truck, it is unable to give consumers this great opportunity to be part of their community and provide this service to them.

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	With funding all consumers who choose to take part, will be able to. A truck with four doors allows more consumers to be a part of this endeavor. Which also provides more community access for them
Estimated budget; identify all major costs and benchmarks—attachments are acceptable	Small Four Door Truck - \$25,000-\$30,000 Licensing Fees- ? \$1,000 5 or more consumer taking part.
Requested funding for 2016-17	\$31,000
Estimated timeline for the project	2016 As soon as funded

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Primary regional center	Redwood Coast Regional Center
Service type and code	Community Integration Training Program 055
Number of consumers currently serving	13
Barriers to compliance with the HCBS rules and/or project implementation	<p>Many consumers are unable to articulate their wants, choices, likes or dislikes. They lack the ability to state their needs or interact with the community, in a way that all can understand. This is due to a variety of reasons from lower cognitive level to not having any speech at all. They are not able to read or understand complex interactions. Currently ISP's and all other documents which pertain to consumers, are in written format, there are none in a PEC set-up. These documents must be read and explained to each consumer. The consumer has to rely on others to be able to follow along at meetings and interpret their thoughts. Many times the consumers become bored or frustrated and prefer not to be at their meetings because they don't feel understood.</p> <p>Several consumers rely on others, when out in the public to communicate their wants or needs because they are currently unable to.</p> <p>The Center does not have staff or the funds to be able to purchase and convert documents to icon/picture format.</p>
Narrative/description of the project. Identify which HCBS federal requirements are	Subscribe to "View 2 Do". Create consumer documents in icon/picture format for those who would benefit from this. The View 2 Do program has the ability to create icons, which can be developed into a picture format that we would use in documents.

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currently out of compliance; include justification for funding request	<p>Staff would then work with consumers in understanding these icons/pecs, thus increasing their participation in all aspects of their lives. With this system they will have a visual orientation on what is being discussed, increasing their involvement in meetings, community, and throughout their lives.</p> <p>#1, 2,3,4,5</p> <p>Currently documents are not in a format that all can consumers understand, even with interpretation.</p> <p>With this program we can being to change consumer documents, daily schedules, conversation skills, community participation, choice, and empowering them to take more control of their lives.</p>
Estimated budget; identify all major costs and benchmarks—attachments are acceptable	<p>Do 2 Learn--\$99 annual fee</p> <p>New Staff person- 4 hrs. day @ \$14.00 = \$56x22days = \$1232 month.</p> <p>3 State sick days a year= \$336</p> <p>Year 1--have all needed ISP, consumer rights, how to make choices in Icon/Picture format.</p> <p>Year 2--Other forms used for consumers to attend center and interact with their community.</p> <p>Year 3-Current staff person, will learn how to update created Icon/Picture files, therefore no longer needing extra staff person.</p>
Requested funding for 2016-17	\$2382
Estimated timeline for the project	2 1/2 years

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Primary regional center	Redwood Coast Regional Center
Service type and code	Community Integration Training Program 055
Number of consumers currently serving	13
Barriers to compliance with the HCBS rules and/or project implementation	<p>With current funding the center is unable to seek gainful employment for, and train consumers in, employment skills. The center currently can only employ enough staff to cover consumers at their prescribed level. The center does not have any staff available to seek competitive employment for consumers. The center does not have funding to employ an additional worker to pursue and train consumers in employment practices so they can obtain employment in competitive integrated settings.</p> <p>Because of rural area, it is often difficult to compete for and obtain jobs, leaving our population at a greater disadvantage.</p> <p>Transportation to and from center is also difficult due to lack of vehicles.</p>
Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request	<p>With an additional staff person, the center would be able to work, one on one, with consumers who choose to seek employment, in a competitive integrated setting.</p> <p>#1</p> <p>With additional funding, the center would be to hire an individual who is knowledgeable in consumer employment. They would also be able to pursue employment, and train consumers, in jobs that fit their informed choice. This would be on an individual basis, according to the consumers informed decision.</p>

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Estimated budget; identify all major costs and benchmarks— attachments are acceptable	<p>The cost would be for a staff person, knowledgeable in successfully obtaining and training consumers in all aspects of gainful community employment.</p> <p>Employee wage. \$22 hr. x 8hr day x 22 days=\$3872 month Medical benefits \$1000 per month Yearly cost--\$58,464</p> <p>In year one, we would like to locate local businesses that would be willing to employ consumers. This would require training for both the employer and consumer. We will have a minimum of one individual successfully employed within our local community.</p>
Requested funding for 2016-17	\$58,464
Estimated timeline for the project	Soon as funded, and on going