

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

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	AIM HIGHER (HP5166)
Primary regional center	San Gabriel / Pomona Regional Center
Service type and code	510
Number of consumers currently serving	56
Barriers to compliance with the HCBS rules and/or project implementation	Clients are in a building and able to contribute to the activity choices being offered at program including but not limited to; functional education, life skills, art & expression, performing arts, vocational and community access. Once activities are schedule/planned, clients have a choice to participate in the scheduled activity or a planned alternate activity. However, clients have limited access to deviate from the planned activities/outings due to staffing ratio, majority choice of activity and limited resources. For example, clients are limited to the outings of their choice, due to the variety of destinations, staff drivers and vehicles. Additionally, our clients have limited access to technology and access to vocational and educational opportunities such as Competitive Integrated Employment, job skills development, opportunity to attend schooling and volunteer opportunities.
Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request	The first focus area is Community Integration. We are requesting additional funding for vehicles that can be used to transport clients to a wide variety of destinations determined by client choice; as well as, build connections within a particular community (depending on Client PCP) to routinely come to program and build relationships with each client. We would like to hire a specific person, Community Integration Coordinator that will be assigned to developing and building connections within each client's community/PCP. In addition, we

	<p>would like to focus on Competitive Integrated Employment. Clients will have the opportunity to develop job skills by using up to date computers/tablets to build resumes, cover letters and research job opportunities within the community. Lastly, clients can attend particular schooling/practices and have a variety of volunteer opportunities that will all be led by a Job Developer; a staff member specifically assigned to the success of each client’s development.</p>
<p>Estimated budget; identify all major costs and benchmarks— attachments are acceptable</p>	<p>To accommodate approximately 56 average clients who attend daily:</p> <ul style="list-style-type: none"> - 2 vans \$70,000/each (with wheel chair lift) - Community Integration Coordinator Salary \$31,200/yr (\$15/hr) - Job Developer Salary \$29,120/yr (\$14/hr) - Improved Technology (computers/tablets) \$5,000
<p>Requested funding for 2016-17</p>	<p>Approximately \$135,320</p>
<p>Estimated timeline for the project</p>	<p>January – March 2017</p> <ul style="list-style-type: none"> - Begin building systems & structures for community integration. Ensure there is purpose behind each outing in the community. Make certain that all clients have the opportunity for natural bonds and relationships described in the HCBS rules within the community. Guarantee community integration is client choice and sustainable. Work with PCP team to ensure each individuals needs are met regarding community integration. - Begin building opportunities for particular schooling, practices or needs depending on the individual’s PCP. Create benchmarks and expectations for the position outlined in the HCBS rule. Work with PCP team to ensure each individuals needs are met regarding competitive integrated employment. - Develop Community Integration Coordinator job description and requirements based on the needs of community integration described in the HCBS rules. - Develop Job Developer job description and requirements based on the needs of community. - If needed, adjust Program Design <p>April – June 2017</p> <ul style="list-style-type: none"> - Hire/promote Community Integration Coordinator and ensure a full understanding of requirements. Begin building partnerships and implement structure/system. - Hire additional drivers for community outings. - Hire/promote Job Developer and ensure full understanding of requirements outlined in HCBS rule. <p>July – September 2017</p> <ul style="list-style-type: none"> - Adjust any or all systems and structures with Community Integration Coordinator and Job Developer to ensure all

	<p>needs and expectations are met from the PCP team and HCBS rule.</p> <ul style="list-style-type: none">- Implement any changes. <p>October – December 2017</p> <ul style="list-style-type: none">- Final re-evaluation of Community Integration Coordinator and Job Developer.- Ensure expectations are met and sustainable.
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