

**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 #	Lincoln Training Center Vendor # (to be decided HP3555)
Primary regional center	San Gabriel/Pomona Regional Center
Service type and code	WAP/ 954 (to be decided)
Number of consumers currently serving	Lincoln Training Center provides paid work opportunities and job training to 600 adults with intellectual, physical and emotional disabilities. Our Work Activity Program (WAP) provides 270 clients paid training and employment through fulfillment of subcontract work.
Barriers to compliance with the HCBS rules and/or project implementation	<p>Currently, our WAP operates from our 32,000 sf South El Monte facility, which is owned/operated by LTC. Clients are paid piece-rate based on productivity, which is sub-minimum wage.</p> <p>This program is not in full compliance with HCBS rules. Barriers to compliance are: 1) the program setting, which is not integrated in the community; 2) the program design, which offers limited client-centered options for type of employment and does not offer competitive (minimum wages or greater) employment.</p> <p>Main barriers to project implementation are sustainable program funding and meeting anticipated increase in the need for client transportation and level of support in the community setting.</p>
Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request	<p>As LTC is currently out of compliance with HCBS federal requirements #1 and #2, we will launch a new concept that offers client-driven, person-centered planning that will help individuals with disabilities navigate their way to a successful adult life through community integration based on client choices, rights and options. The concept—called Pathways to Careers—will focus on options that provide paid on- and off-site services in both individual and group self authored settings. LTC will offer a certificated vocational training program, paid internships, and individual job placements through our own employment agency. Our goal is to provide all</p>

clients and students interested in gainful employment with career options in integrated settings, earning minimum wage or greater. These services will be provided 7-days a week/24 hours daily, and will uphold the dignity, respect, and privacy of the individual including freedom from coercion and restraint. The various Pathways include:

1) Internship and Job Placement / Employment Agency: LTC will open its own Employment Agency that serves the entire community, with a focus on clients with disabilities. The Employment Agency will create a large pool of qualified workers to meet employer needs, creating a valuable connection between workers searching for employment and businesses seeking a solution to their staffing needs. We will work within a vast array of industries, filling part-time, full-time and temp-to-hire positions in areas such as clerical, painting, landscaping, warehousing, packaging, moving, data entry, hospitality, demolition, construction, manufacturing, pet care, general labor, food preparation, forklift operators, and event staffing. We will take care of normal employer responsibilities. Benefits may include: medical insurance, dental insurance, vision, insurance, payroll taxes, unemployment insurance, workers comp, prevailing wage reporting, wage garnishments, background screening, and drug testing.

Based on our clients' level of employability, the client will be offered a direct placement in competitive employment or an internship for additional job site training, then transition to full independent employment. The plan will be individualized, as some interns may require a LTC career coach to be on-site providing supports throughout the internship.

2) Vocational Worker Certificate Program (*RC funding is being requested for this service*): LTC will offer clients choice of instruction and paid training through a diverse Vocational Worker Certificate Program. The program will offer a blend of technical and conceptual training alongside hands-on experience through simulated work in various occupations, such as: office assistant, personal home care assistant, window cleaning, upholstery care, carpet care, hospitality skills, companion care, pet care, landscaping, custodial, etc. To offer this Vocational Worker Certificate Program, LTC must become certified by the California Department of General Services, Facilities Management Division.

For a typical certificate program in an adult school, it takes participants approximately 60 hours to master the skills and earn the certificate. LTC will tailor the concept to adults with disabilities by extending the time period for earning a certificate to 120-180 hours. This allows LTC more control and flexibility in the design of the program, allowing the vocational instructor to meet client needs.

We will also expand on our certificate opportunities by partnering with community entities that offer certificate programs not offered by LTC (e.g. culinary, automotive), such as the LAUSD Career and

	<p>Adult Education Program and community colleges. We will provide a career coach to assist individuals with disabilities through the process, and will seek the necessary support services provided by the school that the client is attending, i.e. note taking, interpreter, etc. Individuals that require supports that are not provided by the school will be requested through DOR, Regional Center, or the Department of Education.</p> <p>3) Career Exploration and Situational Assessment (<i>Funding would be requested through DOR, if services are denied, funding would be requested through RC</i>) 40-hours/\$40p/h: Based on person-centered planning, LTC will offer clients entering the program paid External Situational Assessments (ESA), designed to assess a client’s current level of employability or eligibility determination using a variety of community-based work environments. Clients can identify their general areas of vocational interest, while increasing their knowledge of employment options available. Services may be provided individually or in groups. Those individuals that require additional training and instruction in order to overcome barriers identified in the ESA can receive services through the following:</p> <p>a) Personal Vocational Social Adjustment/1:1 \$40p/h (<i>Funding would be requested through DOR, if services are denied, funding would be requested through RC</i>) This service furthers habilitation by tackling barriers that are preventing a client from successfully completing his/her individualized Plan for Employment. It is designed to create a path to integrated community based employment.</p> <p>b) Self Authored Integrated Settings Clients who choose to participate in non-paid community integration will be paired with individuals that have similar interests and passions through a seamless coordination of community activities such as indoor and outdoor activities based on client preference that include, but are not limited to: YMCA, Libraries, Community Center Activities, Chamber Activities, etc. Supports will be provided through conflict free Case Management.</p>
<p>Estimated budget; identify all major costs and benchmarks— attachments are acceptable</p>	<p>The estimated annual budget is \$3,796,440. Major costs include client career education & training, vehicles, equipment and supplies, staff training, rent and personnel. A program budget and benchmarks are attached. Estimated total budget at the close of June 2019 / \$8,563,320.</p>
<p>Requested funding for 2016-17</p>	<p>\$970,440</p>
<p>Estimated timeline for the project</p>	<p>2016/17: Planning and Development 2017/18: Training and Transition 2018/March 2019: Implementation</p>