

## Home and Community-Based Services (HCBS) Rules CONCEPT FORM

The Home and Community-Based Services (HCBS) rules ensure that people with disabilities have full access to, and enjoy the benefits of, community living through long-term services and supports in the most integrated settings of their choosing. In order to assist in determining eligibility for compliance funding, providers must complete this evaluation. Both “Yes” and “No” answers require an explanation. A “No” response *could* mean a service setting is out of compliance with the HCBS rules and is potentially eligible for funding to make necessary adjustments. Once this evaluation is completed, it should act as a guide for filling out the provider compliance funding concept, which is required for any provider to be eligible for compliance funding. **Completion of this evaluation is for the sole purpose of applying for compliance funding and does not take the place of future provider assessments that the Department may require to determine provider compliance with the HCBS settings rules. Only providers requesting compliance funding need to complete this evaluation.**

Federal Requirements #1-5 apply to providers of all services, including residential and non-residential settings. Federal Requirements #6-10 are additional requirements that apply only to provider-owned or controlled residential settings.

The column labeled “Guidance” contains a series of questions intended to help identify compliance or non-compliance with each requirement as it relates to the HCBS rules. While responses to these questions can help in the determination of whether or not a particular requirement is met, these responses may not be the sole factor in this determination.

More information on the HCBS rules and this form can be found at [www.dds.ca.gov/HCBS](http://www.dds.ca.gov/HCBS).

Questions may be directed to [HCBSregs@dds.ca.gov](mailto:HCBSregs@dds.ca.gov).

Date(s) of Evaluation: October 6, 2019	Completed by: Brenda Kent, Director of Program Development, Kings View Corporation.
Vendor Name, Address, Contact: Tamica Hill, Executive Director, Kings View Work Experience Center (WEC); 100 Air Park Road, Atwater, CA 95301	
Vendor Numbers: HC0051, H27812, H27819, HC0355, HC0400, HC0397, H021148	
Service Type and Code: Work Activity Program (Habilitation) 954 (HC0397/HC0400), Activity Center 505 (H27819/HC0355), Adult Development Program 510 (HC0051/H27812), Transportation 880 (H02148).	

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<p><b><u>Federal Requirement #1:</u></b> <i>The setting is integrated in, and supports full access of individuals receiving Medicaid HCBS to the greater community, including opportunities to seek employment and work in competitive integrated settings, engage in community life, control personal resources, and receive services in the community, to the same degree of access as individuals not receiving Medicaid HCBS.</i></p>	<p><b><u>Guidance:</u></b></p> <ul style="list-style-type: none"> <li>• Do individuals receive services in the community based on their needs, preferences and abilities?</li> <li>• Does the individual participate in outings and activities in the community as part of his or her plan for services?</li> <li>• If an individual wants to seek paid employment, does the home staff refer the individual to the appropriate community agency/resource?</li> <li>• Do individuals have the option to control their personal resources, as appropriate?</li> </ul>
<p><b>Does the service and/or program meet this requirement?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please explain: Kings View is currently out of compliance in terms of having an adequate number of working, wheel-chair accessible vans and vehicles to support the requests of the consumers as stated in their IPP. Many consumers document that they wish to be more active in the community by attending outings or working at more community contract sites. Because of the inability of WEC to replace vans and vehicles due to lack of funding, many of the current vehicles have noticeable wear and tear, high mileage, wheelchair lift malfunctions and breakdown concerns. As a result, WEC is not able to transport individuals as frequently as requested and therefore this hinders the progress of the consumer, regarding their identified community integrated employment goals and individualized plan for socialization.</p>	
<p><b><u>Federal Requirement #2:</u></b> <i>The setting is selected by the individual from among setting options, including non-disability-specific settings and an option for a private unit in a residential setting. The setting options are identified and documented in the person-centered service plan and are based on the individual's needs, preferences, and, for residential settings, resources available for room and board.</i></p>	<p><b><u>Guidance:</u></b></p> <ul style="list-style-type: none"> <li>• Does the provider have a current regional center Individual Program Plan (IPP) on file for all individuals?</li> <li>• Does each individuals' IPP document the different setting options that were considered prior to selecting this setting?</li> </ul>
<p><b>Does the service and/or program meet this requirement?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please explain: Kings View WEC has a current Central Valley Regional Center Individual Program Plan (IPP) on file and available to all participants served. Bi-annual strategy meetings are held with the interdisciplinary team to discuss implementing programming requested during Stakeholder (Advocacy) Meetings. Individuals complete a Satisfaction Survey every quarter where they can promote and document their choices, needs and goals. The ability to assist staff with funding for the Train the Trainer certification process</p>	

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would enhance the WEC team's ability to adequately assist in the completion and follow through of this important requirement.

### **Federal Requirement #3:**

*Ensures an individual's rights of privacy, dignity and respect, and freedom from coercion and restraint.*

### **Guidance:**

- Does the provider inform individuals, in a manner they can understand, of their rights to privacy, dignity, respect, and freedom from coercion and restraint?
- Does the provider communicate, both verbally and in writing, in a manner that ensures privacy and confidentiality?
- Do staff communicate with individuals based on their needs and preferences, including alternative methods of communication where needed (e.g., assistive technology, Braille, large font print, sign language, participants' language, etc.)?

**Does the service and/or program meet this requirement?**  **Yes**  **No**

Please explain: WEC meets this requirement by informing individuals of their rights to privacy, dignity, respect, and freedom from coercion and restraint in a manner that they understand. WEC has been CARF accredited for over 20 years by the Commission on Accreditation of Rehabilitation Facilities. WEC team members communicate, both verbally and in written form, with the individuals in a manner that ensures privacy and confidentiality. WEC team members communicate in a way that meets the needs and preferences of the individual, including alternative methods as identified by the participant.

### **Federal Requirement #4:**

*Optimizes but does not regiment individual initiative, autonomy, and independence in making life choices, including, but not limited to, daily activities, physical environment, and with whom to interact.*

### **Guidance:**

- Does the provider offer daily activities that are based on the individuals' needs and preferences?
- Does the provider structure their support so that the individual is able to interact with individuals they choose to interact with, both at home and in community settings?
- Does the provider structure their support so that the individual is able to participate in activities that interest them and correspond with their IPP goals?

**Does the service and/or program meet this requirement?**  **Yes**  **No**

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Please explain: WEC supports Person Centered Services for individuals to engage in a variety of activities of their choosing and with whomever they choose. Individuals are hindered however from being able to participate in all activities that interest them and correspond with their IPP goals at WEC due to the lack of reliable wheelchair accessible vehicles to transport them.

Kings View WEC will not be able to gain compliance with this requirement and remain compliant unless awarded funding for the vehicles we have requested via the budget included.

**Federal Requirement #5:**

*Facilitates individual choice regarding services and supports, and who provides them.*

**Guidance:**

- Does the provider support individuals in choosing which staff provide their care to the extent that alternative staff are available?
- Do individuals have opportunities to modify their services and/or voice their concerns outside of the scheduled review of services?

**Does the service and/or program meet this requirement?  Yes  No**

Please explain: Kings View makes every effort to connect individuals with staff of their choosing for the day, however this is not always possible due to staffing ratios and programmatic needs. WEC staff are supervised and mentored to be mindful of the individual's specific needs, to be tolerant, kind and respectful. Advocacy Meetings and Satisfaction Surveys are utilized by individuals to document their concerns and make changes to supportive services. If WEC is awarded funds for the Train the Trainer certification, through education provided, staff could become more proficient at being present and supporting consumers making all staff equally desirable.

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Only providers of services in **provider-owned or controlled residential settings** need to complete the remainder of this evaluation. In **provider-owned or controlled residential settings**, in addition to the above requirements, the following requirements must also be met:

<p><b><u>Federal Requirement #6:</u></b>  <i>The unit or dwelling is a specific physical place that can be owned, rented or occupied under a legally enforceable agreement by the individual receiving services, and the individual has, at a minimum, the same responsibilities and protections from eviction that tenants have under the landlord/tenant law of the State, county, city or other designated entity. For settings in which landlord/tenant laws do not apply, the State must ensure that a lease, residency agreement or other form of written agreement will be in place for each participant and that the document provides protections that address eviction processes and appeals comparable to those provided under the jurisdiction's landlord tenant law.</i></p>	<p><b><u>Guidance:</u></b></p> <ul style="list-style-type: none"> <li>• As applicable, does each individual have a lease, residency agreement, admission agreement, or other form of written residency agreement?</li> <li>• Are individuals informed about how to relocate and request new housing?</li> </ul>
<p><b>Does the service and/or program meet this requirement?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  Please explain: <b>Not Applicable</b></p>	
<p><b><u>Federal Requirement #7:</u></b>  <i>Each individual has privacy in his/her sleeping or living unit:  Units have entrance doors lockable by the individual, with only appropriate staff having keys to doors as needed.  Individuals sharing units have a choice of roommates in that setting.  Individuals have the freedom to furnish and decorate their sleeping or living units within the lease or other agreement.</i></p>	<p><b><u>Guidance:</u></b></p> <ul style="list-style-type: none"> <li>• Do individuals have a choice regarding roommates or private accommodations?</li> <li>• Do individuals have the option of furnishing and decorating their sleeping or living units with their own personal items, in a manner that is based on their preferences?</li> <li>• Do individuals have the ability to lock their bedroom doors when they choose?</li> </ul>
<p><b>Does the service and/or program meet this requirement?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  Please explain: <b>Not Applicable</b></p>	

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<p><b><u>Federal Requirement #8:</u></b> <i>Individuals have the freedom and support to control their own schedules and activities and have access to food at any time.</i></p>	<p><b><u>Guidance:</u></b></p> <ul style="list-style-type: none"> <li>• Do individuals have access to food at any time?</li> <li>• Does the home allow individuals to set their own daily schedules?</li> <li>• Do individuals have full access to typical facilities in a home such as a kitchen, dining area, laundry, and comfortable seating in shared areas?</li> </ul>
<p><b>Does the service and/or program meet this requirement?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No Please explain: <b>Not Applicable</b></p>	
<p><b><u>Federal Requirement #9:</u></b> <i>Individuals are able to have visitors of their choosing at any time.</i></p>	<p><b><u>Guidance:</u></b></p> <ul style="list-style-type: none"> <li>• Are visitors welcome to visit the home at any time?</li> <li>• Can individuals go with visitors outside the home; such as for a meal or shopping, or for a longer visit outside the home, such as for holidays or weekends?</li> </ul>
<p><b>Does the service and/or program meet this requirement?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No Please explain: <b>Not Applicable</b></p>	
<p><b><u>Federal Requirement #10:</u></b> <i>The setting is physically accessible to the individual.</i></p>	<p><b><u>Guidance:</u></b></p> <ul style="list-style-type: none"> <li>• Do individuals have the freedom to move about inside and outside the home or are they primarily restricted to one room or area?</li> <li>• Are grab bars, seats in bathrooms, ramps for wheelchairs, etc., available so that individuals who need those supports can move about the setting as they choose?</li> <li>• Are appliances and furniture accessible to every individual?</li> </ul>
<p><b>Does the service and/or program meet this requirement?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No Please explain: <b>Not Applicable</b></p>	

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**CONTACT INFORMATION**

Contact Name: Tamica Hill, Executive Director WEC  
Contact Phone Number: (209) 357-0321  
Email Address: thill@kingsview.org

**ACKNOWLEDGEMENT**

By checking the box below, I acknowledge that completion of this evaluation is for the sole purpose of applying for compliance funding and does not take the place of future provider assessments that the Department may require to determine provider compliance with the HCBS settings rules.

I AGREE

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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 as one packet to the regional center with which it has primary vendorization.

### Instructions:

- The concept form on the next page must be used, may not exceed four pages plus the budget worksheet and any cost back up, and must be kept in Arial 12-point font. Submit the form in Microsoft Word or PDF format. An extra half page is permitted to answer questions about prior funding, but the rest of the concept must be within the standard page requirements.
- There has been a significant change in the form and process compared to prior years. **In order to receive funding, this 2019-20 form must be used.**
- For providers that operate programs with several vendor numbers involved in one concept, one evaluation and concept form should be submitted and should list all vendor numbers for related/included programs. If multiple programs owned by the same parent company have different compliance evaluations or concepts, additional applications can be submitted but should be attached in the same document as the other owned programs so they can be reviewed together.
- The results of the evaluation should be clearly laid out in the section referring to identification of federal requirements that are currently out of compliance, which the concept will address.
- The concept form includes detailed information that describes the funding requests and supports how the requests will assist the provider to come into compliance.
- There should be a clear link between what is being requested and the federal requirement currently out of compliance.
- Concepts should demonstrate how the requested change in service delivery will impact individuals in offering more choices or opportunities in the community.

### Strengths of previously funded concepts:

- Identified the need as well as proposed a plan to provide outreach and information regarding the HCBS rules to individuals served and members of their support teams.
- Discussed the need for additional funds in order to effectively support individuals served on a more individualized basis in overcoming barriers to community integration and employment, as appropriate.
- Prioritized the preferences of individuals served and utilized their feedback in the development of the concept.
- Implemented train-the-trainer certification for person-centered planning/thinking and training regarding the HCBS rules.
- Enabled residents to age in place and exercise more choice and independence.

More information on the HCBS rules and this form can be found at [www.dds.ca.gov/HCBS](http://www.dds.ca.gov/HCBS).



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Vendor name	Kings View Work Experience Center (WEC)
Vendor number(s)	H27819, HC0355, HC0397, HC0400, HC0051, H27812, H02148
Primary regional center	Central Valley Regional Center
Service type(s)	Work Activity Program (Habilitation) 954 (HC0397/HC0400), Activity Center 505 (H27819/HC0355), Adult Development Program 510 (HC0051/H27812), Transportation 880 (H02148).
Service code(s)	Service Code 505, Service Code 954, Service Code 510, Service Code 880.
Number of consumers currently served	216
Current staff to consumer ratio	1:8 staff to consumer ratio
<p>1. Please provide a brief description of the service/setting that includes what a typical day consists of and how services are currently provided. This response must include the baseline/current levels for any aspects of the program for which the concept proposes funding.</p>	
<p>Kingsview Work Experience Center engages 60 individuals in the Work Activity Program (WAP) with the purpose of providing training in a variety of work activities to assist individuals with meeting their identified goals and experiencing community integrated employment.</p> <p>An Individual Program Plan (IPP) is developed with the individual's specific goals in mind. The WEC support staff assist the individual in acquiring the critical skills needed in relation to their individual job search; case management and advocacy services with employers, as well as, transportation to and from the community contract work sites. Staffing ratio is 1:8. The day begins Monday through Friday at 8:30am when consumers arrive and are greeted by the Crew Leader in the classroom. Supplies are replenished in the work vehicles and the crew is transported to the work site where the Crew Leader will work side by side with the crew until Noon when a thirty-minute lunch break is taken. The crew then returns to the classroom where they will receive classroom instruction on vocational topics such as: workplace habits, grooming, safety, career choices, team work, taking initiative, following directions, appropriate workplace demeanor, and community integrated employment. Departure time is 2:00pm. Without adequate vehicles many of our consumers would not be able to attend daily activities; would not be able to complete their individualized plan nor community integrated employment activities and would experience increased isolation from peers and community supports.</p>	
<p>2. Please provide a brief summary narrative of the concept for which you are requesting funding, including justification for the funding.</p>	

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All consumers would benefit from WEC receiving funding for 2 staff to complete the HCBS Train the Trainer certification program. By having this fund of HCBS knowledge in house, staff would achieve a whole new level of understanding of the requirements, the service model, and benefits of consumer integration. Training and a deeper understanding of the service model is critical for the success of the consumers.

Funding for new wheelchair accessible vans is critical and necessary for the consumers to participate in all community integrated activities that interest them and correspond with their IPP goals. The current WEC vehicles are aged with high mileage, wear and tear malfunctions and are inconsistently reliable.

3. Identify which HCBS federal requirements this concept addresses that are currently out of compliance. Could be all or a subset of those identified as out of compliance on the evaluation.

1 X 2 X 3    4 X 5 X 6 N/A 7 N/A 8 N/A 9 N/A 10 N/A

4. For each HCBS out-of-compliance federal requirement that is being addressed by this concept, describe the barriers to compliance and why this concept is necessary. If this information is in the evaluation section, please copy it here.

**Requirement #1:** Kings View is currently out of compliance in terms of having an adequate number of working, wheel-chair accessible vans and vehicles to support the requests of the consumers as stated in their IPP. Many consumers document that they wish to be more active in the community by attending outings or working at more community contract sites. Because of the inability of WEC to replace vans and vehicles due to lack of funding, many of the current vehicles have noticeable wear and tear, high mileage, wheelchair lift malfunctions and breakdown concerns. As a result, WEC is not able to transport individuals as frequently as requested and therefore this hinders the progress of the consumer, regarding to their identified community integrated employment goals and individualized plan for socialization.

**Requirement #2:** Kings View WEC has a current Central Valley Regional Center IPP on file and available to all participants served. Bi-annual strategy meetings are held with the interdisciplinary team to discuss implementing programming requested during Stakeholder Meetings. Individuals complete a Satisfaction Survey every quarter to promote and document their choices and goals. Funding for the Train the Trainer certification process would enhance the WEC team's ability to assist in the completion and follow through of this important requirement.

**Requirement #3:** WEC meets this requirement by informing individuals of their rights to privacy, dignity, respect, and freedom from coercion and restraint in a manner that they understand. WEC has been CARF accredited for over 20 years by the Commission on Accreditation of Rehabilitation Facilities. Team members communicate, both verbally and in written form, with the individuals in a manner that ensures privacy and confidentiality, including alternative methods as identified by the participant.

**Requirement #4:** Person Centered Services for individuals to engage in a variety of activities of their choosing and with whomever they choose is supported. Individuals are hindered however from being able to participate in all activities that interest them and correspond with their IPP goals due to the lack of wheelchair accessible vehicles to transport them. WEC will not be able to gain compliance with this requirement and remain compliant unless awarded funding for the vehicles we have requested via the budget included.

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**Requirement #5:** Every effort is made to connect individuals with staff of their choosing for the day, however this is not always possible due to staffing ratios and programmatic needs. WEC staff are supervised and mentored to be mindful of the individual's specific needs, to be tolerant, kind and respectful. Stakeholder Meetings and Satisfaction Surveys are utilized by individuals to document their concerns and make changes to supportive services. If awarded funds for the training certification staff could become more proficient at being present and supporting consumers making all staff equally desirable.

5. For each out-of-compliance federal requirement that is addressed in this concept, please explain how the concept will bring the vendor into compliance.

WEC is out of compliance with HCBS requirements 1,2,4 &5. If awarded funding for the Train the Trainer certification and the wheelchair accessible vehicles included in the attached budget the Kings View WEC program would follow all HCBS requirements.

6. What are the proposed outcomes and objectives of the concept, and what are the methods of achieving and tracking them?

WEC will use Therap, an integrated solution for documentation, reporting and communication needs of agencies providing support to people with developmental disabilities. The Individual Service Plan includes personal focus worksheet, agenda, and daily documentation with reporting capabilities. In addition, the employment history tracks phases and milestones, career pathway planning and job development/ job coaching progress. All outcome and performance indicators will reflect the four domains identified by the Commission Accreditation of Rehabilitation Facilities (CARF); 1) Effectiveness, 2) Efficiency, 3) Access, 4) Satisfaction and Feedback.

1. Kings View will serve 216 unique individuals providing access to community integration and employment activities (Service Access)
2. Eighty-five percent (85%) of Clients state that Transportation Services provided by Kings View are provided timely and available at times that are convenient for them. (Satisfaction and Feedback)
3. Clients will meet their goals and objectives as indicated on their Person-Centered Individual Service Plan Eighty (80%) of the time. (Effectiveness)

### Performance Measures

1. Upon award of funding, 2 designated staff members will complete the Train-the-Trainer certification in Person-Centered planning/thinking and training regarding the HCBS Rules by June 2020.
2. 2 HCBS certified trainers will conduct ongoing staff trainings to ensure compliance with federal requirements for clients served.

7. Please describe how and/or what was done to include input from the individuals served in developing this concept? Discuss not only the development of the concept, but also what steps were taken to identify the interests and desires of the individuals and who was involved in that process.

A monthly Stakeholder Meeting is held where program choices and desires for more community involvement and the discovery of community integration is discussed. Minutes are taken of the meeting and an action plan follows. If awarded funds, the

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additional vehicles would provide the ability to follow the HCBS requirements by providing for community integrated employment, socialization with others, job search, volunteerism and enjoyment of life just as non-disabled individuals often do. The WEC program scores 80% and above on the Satisfaction Survey in terms of happiness with the program and staff but only 68% pertaining to happiness regarding the ability to get out in the community to enjoy activities and events due to lack of transportation.

8. Please describe how the concept you propose will enable you to provide more person-centered services to your clients.

If awarded funds to become certified in HCBS Train the Trainer and to add the vehicles requested here, WEC would be able to increase community integrated employment and cultivation of community supports for the program participants. Without the requested wheelchair accessible vans/vehicles WEC will remain out of compliance with the HCBS requirements as other funding is not available to procure vehicles. The consumers and other community agencies would greatly benefit from shared training knowledge, focused on benefitting the consumers, upon completion of the Train the Trainer certification.

9. Please address your plan for maintaining the benefits, value, and success of your project at the conclusion of 2019-20 HCBS Funding.

Kings View will continue offering all supports and services to individuals keeping in mind the values and mission statement of the company as well as the HCBS model. The funds for training and vehicles will be utilized accordingly with longevity of services in mind.

10. Write a brief narrative below explaining each major cost category and timeline.  
See Budget Attachment

11. Please address sustainability of funding sources for all programs or concepts requiring any funding past the time frame of the requested grant, especially those that involve staff or other long-term costs. Please mark "not applicable" if costs will all be incurred during the program time frame.

WEC is in the process of procuring grants so that our participants can become involved in attending on-site school classes and other community integrated activities. The minimal costs for vehicle maintenance, insurance, gasoline, etc. could be projected in a grant budget and therefore WEC could maintain the vehicles.

12. Have you or the organization you work with been a past recipient of DDS funding? If yes, what fiscal year(s)?	HCBS Funding	No	X	Yes. If Yes, FY(s) 2018
	Disparity Funding	X	No	Yes. If Yes, FY(s) _____
	CPP Funding	X	No	Yes. If Yes FY(s) _____
If yes to any question be sure to answer questions 13 and 14.				

### For providers who have received prior HCBS, Disparity or CPP Funding from DDS

13. If your organization has received prior funding from any of the above sources, please provide an update on the prior funding project. You may copy and paste from progress update(s) previously provided to regional centers or DDS.

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WEC was the recipient of HCBS funding in 2018. With the purchase of 2 large wheel chair accessible vehicles the organization has become closer to meeting the gap in service there for closer to compliance with the final rule by providing transportation to outings in the community, which facilitates community integration including field trips, opportunities for working in the community, and other events. WEC is now able to provide transportation to more individuals that are non-ambulatory that have a desire to participate in community integration and job searches and other activities that interest them and correspond with their IPP goals.

14. If your organization received prior funding, please explain how the current funding request is not redundant with any prior funding received and/or builds on the prior funding but was not part of the original funding.

There is no overlap between the awarded 2018 funding and the current request to replace much older vehicles.

HCBS CONCEPT BUDGET						
Vendor Name		Kings View Work Experience Center HC0051,				
Vendor Number(s)		H27812, H27819, HC0355, HC0400, HC0397, H02148				
	Salary and Benefits	Year 1 Budget		Year 2 Budget		Total
		FTE	Annual Cost	FTE	Annual Cost	Cost
<b>Personnel (salary + benefits)</b>						
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Personnel Subtotal			\$ -		\$ -	\$ -
<b>Operating expenses</b>						
Person Centered Planning			\$ 16,000			\$ 16,000
Vehicle Maintenance and GPS Tracking Service			\$ 1,860		\$ 1,860	\$ 3,720
Vehicle Maintenance and GPS Tracking Service			\$ 1,860		\$ 1,860	\$ 3,720
Vehicle Maintenance and GPS Tracking Service			\$ 1,860		\$ 1,860	\$ 3,720
Vehicle Maintenance and GPS Tracking Service			\$ 1,860		\$ 1,860	\$ 3,720
Vehicle Maintenance and GPS Tracking Service			\$ 1,860		\$ 1,860	\$ 3,720
Vehicle Insurance for Small Accessible Bus (2)			\$ 5,200		\$ 5,200	\$ 10,400
Vehicle Insurance for Large Accessible Bus			\$ 5,204		\$ 5,204	\$ 10,408
Vehicle Insurance for Large Accessible Bus			\$ 5,204		\$ 5,204	\$ 10,408
Vehicle Insurance for Large Accessible Bus			\$ 5,204		\$ 5,204	\$ 10,408
Operating Subtotal			\$ 46,112		\$ 30,112	\$ 76,224
<b>Administrative Expenses</b>						
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Administrative Subtotal			\$ -		\$ -	\$ -
<b>Capital expenses</b>						
Wheelchair Accessible Small Bus			\$ 80,780			\$ 80,780
Wheelchair Accessible Small Bus			\$ 80,780			\$ 80,780
Wheelchair Accessible Large Bus			\$ 90,280			\$ 90,280
Wheelchair Accessible Large Bus			\$ 90,280			\$ 90,280
Wheelchair Accessible Large Bus			\$ 90,280			\$ 90,280
						\$ -
						\$ -
						\$ -
Capital Subtotal			\$ 432,400		\$ -	\$ 432,400
<b>Total Concept Cost</b>			<b>\$ 478,512</b>		<b>\$ 30,112</b>	<b>\$ 508,624</b>

See Attachment F for budget details and restrictions