

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.

Questions may be directed to HCBSregs@dds.ca.gov.

Date(s) of Evaluation: 11/1/19	Completed by: Jaleel Humphrey, Lance Roberts Kim Mills
Vendor Name, Address, Contact: A Better Life Together, Inc. 8825 Aero Drive, Ste 215 San Diego Ca 92123	
Vendor Number: HQ0817	
Service Type and Code: 510	

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Federal Requirement #1:

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.

Guidance:

- Do individuals receive services in the community based on their needs, preferences and abilities?
- Does the individual participate in outings and activities in the community as part of his or her plan for services?
- If an individual wants to seek paid employment, does the home staff refer the individual to the appropriate community agency/resource?
- Do individuals have the option to control their personal resources, as appropriate?

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

Please explain: A Better Life Together (ABLT) as an organization is based on a person-centered approach when providing services to our clients. The agency has an employment first philosophy and a standing belief that every client can work in a customized employment setting with the right support system. A challenge the agency is facing is providing adequate employment services for clients due to our current community-based program's ratio of 1 staff to 3 clients. Staff work hard on focusing on individual needs and preferences, however, due to limitations and time constraints this can be challenging. The 1:3 ratio and the level of attention that some client's need prevent the staff from being able to discuss details outside of the activity that they are engaged in. ABLT staff regularly seek out free or low-cost activities, but due to a lack of adequate available resources many clients are unsatisfied due to a lack of opportunities to engage in the community.

We do not receive referrals from home staff regarding paid employment, however some clients have expressed interest in working and are meeting with our Employment Director and together ascertain that client's employment goal. We have experienced some resistance from parents and conservators regarding employment due to bad experience in the past and concerns for losing benefits. The Employment Director has met with families on several occasions to discuss their concerns about employment and some are beginning to understand and be open to the listening to the wishes of their son or daughter.

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<p><u>Federal Requirement #2:</u> <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><u>Guidance:</u></p> <ul style="list-style-type: none"> • Does the provider have a current regional center Individual Program Plan (IPP) on file for all individuals? • Does each individuals' IPP document the different setting options that were considered prior to selecting this setting?
<p>Does the service and/or program meet this requirement? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please explain: A current Individual Program Plan is on file for each client that documents the options for settings. ABLT has individual service plans that provides some options for clients in terms of their settings. ABLT has challenges in varying some of the settings client's volunteer at. Due to limited staff who can research job and volunteer sites, many clients have limited choices which result in a limitation in their skill building. ABLT is developing a robust database of community partners that will create more opportunities for our clients to engage in their communities and develop partnerships with companies that could lead to customized integrative employment.</p>	
<p><u>Federal Requirement #3:</u> <i>Ensures an individual's rights of privacy, dignity and respect, and freedom from coercion and restraint.</i></p>	<p><u>Guidance:</u></p> <ul style="list-style-type: none"> • 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.)?
<p>Does the service and/or program meet this requirement? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please explain: Every clients receives information about their rights in a manner in which they can understand.</p>	

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<p><u>Federal Requirement #4:</u> <i>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.</i></p>	<p><u>Guidance:</u></p> <ul style="list-style-type: none"> • 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?
<p>Does the service and/or program meet this requirement? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please explain: ABLT believes in person centered planning and attempts to schedule activities based on preferences. This task is challenging in our current day program ratio of 1 staff to 3 clients due to limited time to research job options or volunteer sites. Clients participate in activities during the day that aim to target goals from their individual service plans (ISP) but staffing to client ratio difficulties make it hard to find opportunities to work on goals each day. Recently clients have been grouped based on geographical location that will allow staff to canvass the client's communities for opportunities to volunteer and partner with business that could lead to employment. While it is expected that staff working with their group create opportunities to work on the goals of each client, some staff need development to create opportunities to work on goals. This is especially difficult in situations when a group participant has extreme behaviors that affect the other group members.</p>	
<p><u>Federal Requirement #5:</u> <i>Facilitates individual choice regarding services and supports, and who provides them.</i></p>	<p><u>Guidance:</u></p> <ul style="list-style-type: none"> • 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?
<p>Does the service and/or program meet this requirement? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please explain: ABLT meets with clients regularly regarding their services and makes changes if appropriate. Due to limitation in staffing there are instances when a client doesn't have the opportunity to choose their staff. If there are concerns or a request is made the agency will switch the staff or client to another group to accommodate appropriately. Currently, clients are grouped based on geography so staff can explore community opportunities in their neighborhoods and to minimize the time clients and staff are in transport mode. Some clients have requested later hours and currently we are unable to accommodate those requests. ABLT is discussing this internally to see</p>	

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if we have can some groups start later than others to accommodate the needs of our clients.

With our HCBS funding last year, ABLT hired a community inclusion specialist (CIS). We sent 3 individuals to receive certification in ACRE 5 day in person competitive employment training. We have started the development of a robust community resource database that will continue to grow in conjunction with the needs that arise out of the meetings with individuals and getting an understanding of their actual needs to work toward competitive employment. We continue to engage as many individuals as possible into more detailed segments of discovering their desire, assessment and development of skills through volunteering and the Paid Internship Program (PIP). We will be continuing the discovery process with all interested individuals in all services. ABLT will also continue to focus on a database of community partnerships and resources that could serve as a resource for others.

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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><u>Federal Requirement #6:</u> <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><u>Guidance:</u></p> <ul style="list-style-type: none"> • As applicable, does each individual have a lease, residency agreement, admission agreement, or other form of written residency agreement? • Are individuals informed about how to relocate and request new housing?
<p>Does the service and/or program meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No Please explain: Click or tap here to enter text.</p>	
<p><u>Federal Requirement #7:</u> <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><u>Guidance:</u></p> <ul style="list-style-type: none"> • Do individuals have a choice regarding roommates or private accommodations? • 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? • Do individuals have the ability to lock their bedroom doors when they choose?
<p>Does the service and/or program meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No Please explain: Click or tap here to enter text.</p>	

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<p><u>Federal Requirement #8:</u> <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><u>Guidance:</u></p> <ul style="list-style-type: none"> • Do individuals have access to food at any time? • Does the home allow individuals to set their own daily schedules? • Do individuals have full access to typical facilities in a home such as a kitchen, dining area, laundry, and comfortable seating in shared areas?
<p>Does the service and/or program meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No Please explain: Click or tap here to enter text.</p>	
<p><u>Federal Requirement #9:</u> <i>Individuals are able to have visitors of their choosing at any time.</i></p>	<p><u>Guidance:</u></p> <ul style="list-style-type: none"> • Are visitors welcome to visit the home at any time? • 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?
<p>Does the service and/or program meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No Please explain: Click or tap here to enter text.</p>	
<p><u>Federal Requirement #10:</u> <i>The setting is physically accessible to the individual.</i></p>	<p><u>Guidance:</u></p> <ul style="list-style-type: none"> • Do individuals have the freedom to move about inside and outside the home or are they primarily restricted to one room or area? • 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? • Are appliances and furniture accessible to every individual?
<p>Does the service and/or program meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No Please explain: Click or tap here to enter text.</p>	

CONTACT INFORMATION

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Contact Name: Kimberly Mills
Contact Phone Number: 619 741 1548
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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

Vendor name	A Better Life Together, Inc.
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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.

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Vendor number(s)	HQ0817
Primary regional center	San Diego
Service type(s)	Community based day services
Service code(s)	510
Number of consumers currently served	18
Current staff to consumer ratio	1:3
<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>A Better Life Together (ABLT) has a community based day program with a ratio of 1 staff to 3 clients. Clients are grouped based on geographical location to eliminate time spent riding in a transportation vehicle. Further, efforts are made to keep clients in their own neighborhoods so they can access their local communities. Each client encompasses different needs and desires, but staff must make compromises on activities based on a consensus within the group. Staff must look for free or low costing activities due to client's limited financially capabilities.</p> <p>Clients participate in activities during the day that are geared towards their individual service plan (ISP), but in a 1staff to 3 client ratio program it is difficult to find opportunities to work on goals each day as situations may not arise during which a goal can be worked on. While it is expected that staff working with their group create opportunities to work on the goals of each client, some staff need assistance to create opportunities to work on goals. This is especially difficult in situations when a group participant has extreme behaviors that affect the other group members.</p> <p>Clients in a 1 staff to 3 ratio programs have limited abilities to find truly meaningful work during program hours because all program participant skills, interests and behavioral needs make it difficult to work in a group at the same location. While our groups do volunteer activities, they focus on basic job skills. We have also provided extended support outside program hours from our director of employment to group home clients. We face barriers with group homes such as individuals not having identification, poor hygiene, and lack of dental health and from parents who are not supportive of employment for their adult son or daughter.</p> <p>Staff in our program allow clients to choose how they will spend the limited amount of money they have with guidance and reminders about appropriate spending habits. Clients in our day program live in various settings; group homes, at home with parents and in their own homes with supported living services. Clients in group homes and clients living at home with their parents face financial challenges in terms of making their own choices with their money. Family members usually manage money for clients and only give what is needed for lunch. Clients living in group homes often only receive \$130 per month and this money is strictly controlled by group homes.</p>	
<p>Project Narrative Description:</p>	

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2. Please provide a brief summary narrative of the concept for which you are requesting funding, including justification for the funding.

With continued funding ABLT plans to continue our efforts towards compliance by providing ongoing discovery for clients who want to work in a competitive and integrative settings. Providing supportive services that assist clients in engaging with our community partners and developing partnerships what will lead to employment and by supporting staff in our community based day program with ongoing training and coaching so they can effectively provide quality services to help our clients achieve their dreams. ABLT has staff certified in Person Centered Thinking (PCT), and the ACRE training on competitive integrative employment and is creating videos of these and other related trainings and will host trainings for other agencies. ABLT also wants to develop an app for mobile devices so our employees, families, providers and other community partners can have access to these trainings that they may not otherwise be available for due to their busy schedules. ABLT plans provide training to other agencies in the San Diego Regional Center catchment area who lack resources for training and are struggling to get in compliance with the HCBS regulations. ABLT plans to expand the role of our current community inclusion specialist to include a family support component that will allow a dedicated staff to provide direct support and training to families and conservators who are nervous about the changes and reluctant to support employment for their son or daughter.

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 2 3 4 5 6 7 8 9 10

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.

Staff and family barriers: A Better Life Together (ABLT) as an organization is based on a person-centered approach when providing services to our clients. The agency has an employment first philosophy and a standing belief that every client can work in a customized employment setting with the right support system. A challenge the agency is facing is providing adequate employment services for clients due to our current community-based program's ratio of 1 staff to 3 clients. Staff work hard on focusing on individual needs and preferences, however, due to limitations and time constraints this can be challenging. The 1:3 ratio and the level of attention that some client's need prevent the staff from being able to discuss details outside of the activity that they are engaged in. ABLT staff regularly seek out free or low-cost activities, but due to a lack of adequate available resources many clients are unsatisfied due to a lack of opportunities to engage in the community.

We do not receive referrals from home staff regarding paid employment, however some clients have expressed interest in working and are meeting with our Employment Director and together ascertain that client's employment goal. We have experienced some resistance from parents and conservators regarding employment due to bad experience in the past and concerns for losing benefits. The Employment Director has met with families on several occasions to discuss their concerns about employment and some are beginning to understand and be open to the listening to the wishes of their son or daughter.

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Client choice: ABLT meets with clients regularly regarding their services and makes changes if appropriate. Due to limitation in staffing there are instances when a client doesn't have the opportunity to choose their staff. If there are concerns or a request is made the agency will switch the staff or client to another group to accommodate appropriately. Currently, clients are grouped based on geography so staff can explore community opportunities in their neighborhoods and to minimize the time clients and staff are in transport mode. Some clients have requested later hours and currently we are unable to accommodate those requests. ABLT is discussing this internally to see if we have can some groups start later than others to accommodate the needs of our clients.

Community partners: With our HCBS funding last year, ABLT hired a community inclusion specialist (CIS). We sent 3 individuals to receive certification in ACRE 5 day in person competitive employment training. We have started the development of a robust community resource database that will continue to grow in conjunction with the needs that arise out of the meetings with individuals and getting an understanding of their actual needs to work toward competitive employment. We continue to engage as many individuals as possible into more detailed segments of discovering their desire, assessment and development of skills through volunteering and the Paid Internship Program (PIP). We will be continuing the discovery process with all interested individuals in all services. ABLT will also continue to focus on a database of community partnerships and resources that could serve as a resource for others.

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.

ABLT's concept will allow our agency to provide ongoing training in person centered practices that will develop the skills of our staff who support our clients in the pursuit of their dreams. The concept will also allow us to partner with families and community members to educate them about HCBS regulations and mitigate their fears surrounding the changes. The concept will allow ABLT to partner with other agencies to provide ongoing training and support to ensure they are in compliance with the HCBS regulations. The concept will allow the true concept of choice for the clients we support by developing more resources and experiences for them to choose from. By continuing to develop and engage in our community partnerships that will lead to employment, our clients will be allowed to experience a variety of jobs which will allow them to have a variety of employment experience so they can discover what job and or career they want to pursue.

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

1. Upon signing of this new HCBS contract, ABLT will contract with a media consultant who will help edit training videos. Methods for achieving and tracking include signed contract with consultant.
2. Within the three months of the contract, ABLT will begin developing the training videos that will be used for the mobile app for staff, families and others to use. Methods for achieving and tracking: ABLT will share videos with SDRC HCBS staff.
3. Within the first 3 months of the new contract, ABLT will enter into a contact with an app develop and work on creating the training app for mobile devices. Methods for measuring: contract will be submitted to SDRC.
4. ABLT will continue to training staff on PCT and ACRE trainings for continuity. Measures:

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training logs

5. The Community Inclusion Specialist will continue to update database and meet with families who are concerned about the changes. This measure is ongoing and will be measured by progress and sign in sheets for trainings with families.
6. ABLT will contract with a PCT mentor for ongoing training and support. This will be measured by a signed contract that will be shared with SDRC and invoices for worked performed will be kept at ABLT and shared upon request.
7. ABLT will reach out to small agencies who may be training and provide trainings based on their needs for nominal costs either at their location or another agreed upon location that meets the agency's needs. Methods for tracking include progress notes and training attendance sheets.

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.

ABLT day program staff and our Employment Director regularly meet with clients and staff and occasionally families to discuss our concepts and overall program effectiveness. The Employment Director has met with families of a few of our clients who needed training and support to understand the changes and to mitigate their fears about pursuing employment.

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

Our concept will allow us to provide more person centered services will providing staff with the tools to always consider the individualized needs and preferences of the clients we support. We will also be able to train our community partners who may not be aware of their skills and are reluctant to employ our clients. Our concept will also allow us to address the concerns families have regarding employment.

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

ABLT is in the process of looking into providing services through the Department of Rehabilitation for supported employment services. We are also planning on charging fees for ongoing training for agencies in our community. ABLT will seek other grants for our training and employment services.

10. Write a brief narrative below explaining each major cost category and timeline. Complete the budget template at the end of the concept sheet. An excel version with formulas is available. When applicable, budgets should include personnel/benefits, operating costs such as consultants or training, administrative expenses/indirect costs, and capital costs (assets lasting more than 2 years). If project spans 2 years or occurs in phases, budget should be separated by phase/year. Administrative costs, if any, must comply with DDS' vendor requirements, including a cap of 15% of the sum of personnel/benefits, consulting, and operating costs (must exclude capital costs).

http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=4629.7&lawCode=WIC

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In addition to the staff salaries and benefits, ABLT's cost include the purchase of a Mac computer and video equipment for the trainings. Other major costs include ongoing consultation with our PCT mentor; costs for instructional materials and the costs associated with developing our training app.

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.

Not applicable

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) 18-20, 19-21

Disparity Funding ___ No ___x_ Yes. If Yes, FY(s) 19-20 ___

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.

HCBS 1

The premise of the first grant was to help move A Better Life Together (ABL) by starting with an education process of Person-Centered Thinking (PCT). ABL has 3 members of our team in the final stages of becoming certified PCT trainers through a master trainer from the learning community for person centered practices. To date 93% of our entire staff from tailored day, adult community day, independent living and supported living have completed the 2-day person centered thinking training. We have begun populating a database with over 57 employers we have met and identified with their contact information, their primary line of business, potential positions that may be available and if they are favorable towards the potential employment of people with disabilities. We have developed a program called the vocational opportunity program (VOP) and have created a custom brochure that can quickly spell out to potential employer partners. Information such as the available opportunities and benefits of the program which includes the paid internship program (PIP) through the San Diego regional center is included. We have met with 71% of the individuals we support in 1 staff to 1 client initial discovery meetings to assess their desire level for competitive employment. Outside of the grant ABL sent 2 managers to the Liberty Plan Training in order to have multiple training tool resources to access to build a future custom best practice process for our agency. It is our hopes to share the skills gained to help other agencies throughout San Diego county and abroad to become HCBS compliant.

HCBS 2

Furthering the process with HCBS 1, ABL hired a community inclusion specialist (CIS). We sent 3 individuals to receive certification in ACRE 5 day in person competitive employment training. We have started the development of a robust community resource database that will continue to grow in conjunction with the needs that arise out of the meetings with individuals and getting an

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understanding of their actual needs to work toward competitive employment. We continue to engage as many individuals as possible into more detailed segments of discovering their desire, assessment and development of skills through volunteering and the Paid Internship Program (PIP). We will be continuing the discovery process with all interested individuals in all services. ABLT will also continue to focus on a database of community partnerships and resources that could serve as a resource for others.

DISPARITY 1

ABLT is beginning Q3 working on the disparity project. We hired a project manager and a community outreach specialist to lead this program. In our 2nd quarterly report we had a total of 150 events attended in order to form community partnerships in refugee/minority communities. These events include company meetings, individual meetings, resource fairs and annual cultural days. We have built a database of over 220 plus growing partners and potential partners. We developed a custom brochure to simplify available basic services offered by the San Diego Regional Center (SDRC). This brochure has been translated into 4 threshold languages. We are working with individuals receiving services, parents and staff of individuals to go out to major events to inquire firsthand questions about how services could look for positive living and to achieve a more meaningful life. ABLT has reached over 10,000 individuals with our efforts thus far. We are finding very useful information on barriers faced. We recently met with the executive director of SDRC to speak to our work and receive information on what would be useful and pertinent for SDRC. It was requested that we get the contacts for the individuals also registered with SDRC but who are utilizing little or none of the services to understand the challenges with that population. We are looking forward to adding that to our disparity work as soon as we receive the data.

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.

HCBS-NEW PROPOSAL

ABLT has acquired tremendous data and knowledge through the previous HCBS grant work. One of the largest lessons was the time it takes to coordinate training. This has proved to be the largest barrier. Industry wide agencies are challenged with having a fully staffed organization. We are about 10 percent low on staffing despite aggressive recruiting practices. We found that it was difficult to pull staff from the field supporting our individuals to attend two 8-hour days of training. Since this must be paid training, we understand that many agencies will not be able to afford to do this without a grant. Taking advantage of technological advances today we would like to develop training videos that can be available through an app and potential private web video training that can be broken down into smaller segments with testing to complete. ABLT would also like to work with other agencies to help them assess their HCBS compliance and help to offer suggestions to assist moving toward their ultimate goals. It is our hope to alleviate the fear of any agency we can help not being able to reach compliance to continue to support the valuable citizens we all support. In addition, we have added a family liaison position. We have found in our previous work the need for an individual to be available to help families really understand the positivity of the HCBS rulings. This individual would be an intricate contributor to videos that can be made available to families to dismiss fears and provide learning and/or planning meetings on how this can help their loved ones. Many of these informational videos can be promoted on a much broader scale to the community via all the social media platforms which many already have interpreted into their language of choice.

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

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HCBS CONCEPT BUDGET							
Vendor Name		A Better Life Together, Inc.					
Vendor Number(s)		HQ0817					
	Salary and Benefits	Year 1 Budget		Year 2 Budget		Total	
		FTE	Annual Cost	FTE	Annual Cost	Cost	
Personnel (salary + benefits)							
VP of operations and development	122000	0.15	\$ 18,300	0.15	\$ 18,300	\$ 36,600	
Director of Employment and Comm. Engagement	73200	1.00	\$ 73,200	1.00	\$ 73,200	\$ 146,400	
Community/family liaison	48800	1.00	\$ 48,800	1.00	\$ 48,800	\$ 97,600	
	0	-	\$ -	-	\$ -	\$ -	
Position Description			\$ -		\$ -	\$ -	
Position Description			\$ -		\$ -	\$ -	
Position Description			\$ -		\$ -	\$ -	
Position Description			\$ -		\$ -	\$ -	
Position Description			\$ -		\$ -	\$ -	
Personnel Subtotal			\$ 140,300		\$ 140,300	\$ 280,600	
Operating expenses							
mileage			\$ 5,000		\$ 5,000	\$ 10,000	
telephone			\$ 2,500		\$ 2,500	\$ 5,000	
advertising and outreach			\$ 3,500		\$ 3,500	\$ 7,000	
food and beverages at workshops			\$ 3,500		\$ 3,500	\$ 7,000	
instructional items/office supplies			\$ 10,000		\$ 10,000	\$ 20,000	
PCT ongoing consultation			\$ 10,000		\$ 10,000	\$ 20,000	
in state travel			\$ 5,000		\$ 5,000	\$ 10,000	
facility costs			\$ 15,000		\$ 15,000	\$ 30,000	
app development			\$ 10,000		\$ -	\$ 10,000	
Media Admin/Tech per video est. 10 total			\$ 5,000		\$ 5,000	\$ 10,000	
Operating Subtotal			\$ 69,500		\$ 59,500	\$ 129,000	
Administrative Expenses							
15% admin			\$ 36,983		\$ 34,274	\$ 71,257	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
Administrative Subtotal			\$ 36,983		\$ 34,274	\$ 71,257	
Capital expenses							
mac book for editing training videos			\$ 3,000			\$ 3,000	
camera device for recording			\$ 1,500			\$ 1,500	
camera accessories (lights, tripod, etc)			\$ 200			\$ 200	
Vimeo for video housing/year			\$ 1,000			\$ 1,000	
						\$ -	
						\$ -	
						\$ -	
						\$ -	
Capital Subtotal			\$ 5,700		\$ -	\$ 5,700	
Total Concept Cost			\$ 252,483		\$ 234,074	\$ 486,557	

See Attachment F for budget details and restrictions