

Home and Community-Based Services (HCBS) Rules DEPARTMENT FUNDING GUIDANCE

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 <https://www.dds.ca.gov/initiatives/cms-hcbs-regulations/>.

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

Date(s) of Evaluation: February 11, 2021	Completed by: RoseMary Garza
Vendor Name, Address, Contact: Lincoln Training Center, 2643 Loma Avenue, South E Monte, CA 91733 Contact: RoseMary Garza	
Vendor Number: HP3555 HP3553	
Service Type and Code: Work Activity Program/ 954 Supported Employment Group /950	

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<p><u>Federal Requirement #1:</u></p> <p><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><u>Guidance:</u></p> <ul style="list-style-type: none"> • 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?
<p>Does the service and/or program meet this requirement? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please explain: Lincoln Training Center’s Supported Employment Program provides the participant with work opportunities and training in various industries, however, group supported employment options are not currently person centered or customized based on the individual’s needs and preferences. Participation is not in a community based integrated setting and is not guided by Person Centered goals. Some of the individuals in group placements do earn minimum wage, however, there are still some that earn sub-minimum wages. Lincoln’s Work Activity Program This service currently provides the clients with training in various assembly, packaging and warehouse service vocations while earning piece-rate based on productivity in a sheltered workshop setting. Disparities in diversity are not currently addressed through our existing services. The communities that surround LTC are predominantly Hispanic and Asian. The Hispanic population in LTC’s WAP is 47% and in SE it is 59% with an Asian population of over 20%. Serving diverse communities requires Programs to go beyond the traditional service delivery model and train staff to utilize culturally sensitive models of service delivery. It is critical to develop an enduring and positive relationship of trust and understanding between the Program and the family. Developing and fostering positive relationships of trust with monolingual families is necessary in building promising futures for our participants.</p>	

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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 individual's 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: . Although many of LTC's participants have expressed an interest in transitioning to the "next step", their family/parents do not support their decision. LTC does not currently address the needs of diverse value systems. There is a need to recognize cultural practice, and offer services which lead to the identification of effective solutions. LTC must provide supports that will assist in "educating" participants/families in addressing misconceptions and stigmatization regarding person-centered thinking, that includes, but is not limited to, participants earning higher wages, and transitioning to community settings that offer more independence and more choices. In many instances a participant will choose to transition from a group placement to an individual placement, or from the Work Activity Program to a group, or individual placement, only to be halted by their parent/family. In Supported Employment, participants/families become resistant to placements in CIE settings earning minimum wages or greater, and for participants enrolled in WAP there is apprehension for them to transition out into the community in a more independent setting/service that is focused on being person centered. LTC must change our organizational philosophy from one of care and supervision to also include empowering and enabling through Person Centered Planning. In order for this to occur, training needs to take place, not only training for our participants and staff, but also for parents and care providers. Training needs to include, but not be limited to, cultural disparities, benefits, client's rights, self advocacy, etc. All participants have an Individual Habilitation Service Component and Regional Center IPP, however, these plans do not always express the participants preferences, many times the participant's voice is not heard, or is not the driving force behind the services of their choice due to stigmatizations and misconceptions.</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

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	<p>confidentiality?</p> <ul style="list-style-type: none"> • 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: Lincoln Training Center provides ongoing training to its staff on clients' rights, including Zero Tolerance Abuse training, Privacy, and Incident Report training. Communication with clients is conducted in a setting ensuring their privacy and confidentiality. Client files are currently updated with manual documentation. There are some concerns that will need to be addressed in providing "Services Without Walls" and transitioning participants into the community. Additional resources will be necessary to ensure safeguarding of clients' personal records and HIPAA information. Safety must be a key component in the transition process in order to maintain the integrity of our services and the well-being of our participants. Providing direct-care-staff with tablets can allow for, alternative methods of communication which are currently limited, these devices can assist in translating and also enhance safety. Recently, due to Covid -19 Alternative Remote Services through ZOOM have been put in place and are being utilized by approximately 80 of LTC's 200 WAP participants. Classes provided include, but are not limited to, Covid-19 safety practice trainings, wheelchair yoga, exercise classes, live guitar music that includes educational question and answer interaction, monthly dances DJ'd by one of our very own participants, soft skills training, etc. In addition, LTC has been collaborating with transportation companies to deliver activity kits via Regional Center contracted transportation companies, and LTC staff delivering to others who do not utilize contracted transportation. All individuals in WAP receive these kits and wellness calls are made to ensure all of LTC's participants are healthy and receiving the care and guidance necessary to get through the pandemic. Meeting the expectations of the HCBS Final Rule begins with renovating the system at the base direct-care-staff level. Job Coaches are no longer just care providers or trainers, instead, this area of service delivery requires a higher level of skills, including teaching people vocational skills, providing positive behavior intervention, and teaching social skills, and cultural sensitivity. Individuals who are participating in Programs today require a much higher level of service and supports. As new services develop and complex support needs ncrease, so do the staff's skillset and training needs. Connecting with some communities means obtaining "cultural knowledge" about their cultural characteristics, history, values beliefs, and behaviors. Acquiring this knowledge leads to cultural sensitivity. There is a need for cultural competence training.</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 individual's 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: LTC does not currently meet this requirement. Options have been limited and personal choice, autonomy and community integration have not been an option for individuals in WAP, and have been limited for individuals in group placement. However, LTC has been placing efforts in program expansion with the goal of offering community integrated services. LTC submitted Program Designs for 2 new services that will offer choices to the individuals we serve, and will provide community based Person-Centered service options. In 2020 LTC became vendored to provide a Community Based Integration Program and Customized Employment Program. These Programs will offer both paid and non-paid services for our participants, staff have been hired to provide the necessary supports and guidance to our participants and staff have gone through (ACRE) Training through Griffin and Hammis. In addition, LTC is currently providing Remote Alternative Services, older seniors and individuals with underlined medical issues can take advantage of receiving supports, classes and workshops from the comfort of their home if they are unable to be in the community for a prolonged period. These services will offer autonomy, person-centered services and daily activities of their choice. Through a collaborative partnership between Cal State LA professors and interns, and Lincoln Training Center staff, plans to expand the curriculum being offered to include an array of activities, classes, and workshops are underway.</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>	

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Please explain: Support staff and persons receiving services are matched with thoughtfulness. To the extent possible, individuals are able to choose which staff to work with in both the WAP and SE Group setting, however, this is limited. With Program expansion more choices and options will be available. Training is provided throughout the year to support staff in an effort to ensure participant satisfaction. Participants are provided with satisfaction surveys in their semi and annual meetings and it is also posted on the LTC Web-site. Successful service delivery to diverse communities goes beyond language access, and must also include understanding diverse value systems, recognizing cultural practices and offering preferred services, which lead to the identification of effective solutions is key and requires staff to receive the appropriate training.

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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></p> <p><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</p> <p>Please explain:</p>	
<p><u>Federal Requirement #7:</u></p> <p><i>Each individual has privacy in his/her sleeping or living unit:</i></p> <p><i>Units have entrance doors lockable by the individual, with only appropriate staff having keys to doors as needed.</i></p> <p><i>Individuals sharing units have a choice of roommates in that setting.</i></p> <p><i>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</p> <p>Please explain:</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:</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:</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:</p>	

CONTACT INFORMATION

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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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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 backup, 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.
- Using a form from previous years will negatively impact a concept score, so please ensure the current FY 20-21 form is 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 and opportunities.

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 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 a sustainable plan 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 name	Lincoln Training Center
Vendor number(s)	HP3555 HP3553
Primary regional center	San Gabriel/Pomona
Service type(s)	Work Activity, SE Group
Service code(s)	954 / 950
Number of consumers typically and currently served	WAP 200 / SE Group 59
Typical and current staff-to-consumer ratio	WAP 1:25 SE Group 1:3
<p>1. Please provide a brief description of the service/setting. Include what a typical day consists of during regular program as well as how services are currently being provided. This response must include the baseline/current levels for any aspects of the program for which the concept proposes funding.</p>	
<p>WAP SERVICES/ Participants fulfill assembly, disassembly and light manufacturing contracts in a workshop setting with other individuals with disabilities. These services are not performed in integrated settings and the 200 participants that work a 6.5 hour day between the hours of 7:30 a.m. and 3:30p.m. do not have access into the community to the same degree as other individuals who do not receive Regional Center services. All workers are paid productivity based on their participation. Approximately 90% utilize Regional Center funded contracted transportation. Supported Employment Groups/ Currently provides 59 participants with work opportunities and training in various industries in the community, the placements do not allow for independence and personal autonomy. The groups consist of 3-8 individuals with developmental disabilities and a job coach. The jobs are not individualized and do not currently provide an equitable and culturally competent delivery of person-centered services.</p>	
<p>Project Narrative Description: While filling out this section, reflect on how services are typically provided and how that might have changed in the past year. Think about what has been learned in the past year and how that might shape services going forward. Funding awarded through this concept can span the course of up to two years which would allow time to shape services to be more person-centered and align with the HCBS federal requirements.</p>	
<p>2. Please provide a brief summary narrative of the concept for which you are requesting funding, including justification for the funding.</p>	
<p>The Program will provide education to Hispanic and Asian participants and families to dispel myths, advocate for individual rights and benefits, and ease the transition to community integrated services while increasing job placements. It will also ensure that all participants receive training and Person-Centered exploration, advocacy, and support from the Case Managers and Direct-Care-Staff. In order to maintain the integrity of LTC's service delivery, the Services Without Walls Training Management</p>	

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Program will be designed with an emphasis on safety to create and implement effective transition plans and content for all participants, and will provide the necessary support and resources to staff. The lending library will consist of tablets, remote data plans and smart phones. This will enhance the participants' access to services, trainings and Person-Centered community integration.

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___ 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.

Requirement #1/The WAP and SE Group setting services are not currently integrated and do not provide full access to the greater community. LTC also needs to improve equity, access and reduce barriers to services.

Requirement #2/ Currently, the person-centered service plan does not always reflect the participant's choice, but rather, in many instances, reflects the care provider family member's decision. If individuals who use services are to have positive control over their lives, and be self-directed in their own communities, then those who are supporting the individual need to have Person-Centered Training and Cultural Competence skills.

Requirement #4/A critical barrier keeping clients from transitioning into community-based settings engaging in community life and daily activities of their choice, or seeking employment, earning higher wages lies in disparities in deeply embedded cultural beliefs regarding disabilities and disability-related services. Beyond language, each culture's values and practices influence one's decision to access a service offered.

Requirement #5/Many of our participants and care-giver family members resist opportunities to increase independence due to fear of stigmatization or lack of acceptance in community settings. Some families, regardless of an array of available services, are detached from the broad social service system due to other factors such as socioeconomics, national immigration policies and illiteracy. This limits individuals with developmental disabilities to live the meaningful lives they choose for themselves in their own communities.

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 by March 2023.

1. **Requirement #1 & #5** : LTC will provide equitable and culturally competent training and delivery of Person Centered services through LTC's Community Based Integration Program and Customized Employment to our participants. The goal is to tackle the disparities rooted in culture that stigmatize disabilities and misconceived fear of losing benefits, such as SSI/SSDI if they enter into competitive, community-based self-directed services in integrated settings that allow for full access into the community.**Requirement #2**. LTC will be providing trainings, supports and technological equipment necessary to provide the participants and

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their support system with necessary resources to empower and enable the participant and the care taking family member with an understanding of Benefits and Services through Program expansion and Person Centered Planning Training in their language and in the comfort of their home where they feel safe and secure. Informed decisions will assist in setting participant-driven goals in the IPP.

Requirement #4 LTC currently offers Alternative Remote Services to individuals who are older seniors or individuals with underlined medical issues who have conditions that preclude them from being in the community for extended hours, can benefit from this option and receive training and technological support from LTC in order to learn to manipulate ZOOM to attend workshops and classes that will be provided by LTC in collaboration with professors and student interns from Cal State LA who partner with Lincoln to provide soft skills training, meditation classes, art, exercise, etc. This will allow for the IPP to reflect the participant's preferences, options and decisions and add another component to their choices

6. What are the proposed outcomes and objectives of the concept, and what are the methods of achieving and tracking them? Include using family to reach out to other parents/families,

LTC's Services Without Walls Training Management Program will improve access to PCT services and trainings through technology with use of tablets and SMART-Phones . It will improve equity and reduce barriers to accessing services for targeted populations by working with Case Managers and Direct-Support Staff to design individual education and training plans that recognize cultural values and practices and provide education and support in ways that are responsive to each participant's and family's needs. It will also provide safety training to ensure a smooth transition from place-based services to community integration. As a result, we expect more individuals to transition successfully to community integrated possibilities, secure competitive employment, earn higher wages, participate in the daily activities of their choice, and attain greater degrees of independence. The outcomes are to place over 100 participants from WAP into integrated community settings, and over 60 job seekers into the Customized Employment, Individual Placements and Paid Internship experiences. As we make strides with our participants' families, we will recruit them to promote to others in the community through open houses, annual meetings, and strategic planning committee participation. Placements will be measured and categorized based on ethnicity and family participation in trainings.

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.

LTC utilizes an assessment tool that addresses preferences. Participants also participate in the Strategic Planning Committee and participate in establishing long term goals for the Center.

8. Please describe how the concept you propose will enable you to provide more person-centered services to your clients. Provides more choices and allows individuals to make more informed decisions and will empower them, etc.

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<p>There is a true value in fostering positive relationships of trust and understanding between Lincoln the staff and the family. Increasing awareness and understanding of the service system is a critical step in program planning, service delivery and service utilization.</p>	
<p>9. Please address your plan for maintaining the benefits, value, and success of your project at the conclusion of 2020-21 HCBS Funding.</p>	
<p>LTC recognizes that long-term changes are warranted to sustain improved systems, this will be done through on-going collaborative efforts with local colleges, families, and the revenue that will be delivered through placements due to an improved service delivery.</p>	
<p>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.</p> <p>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). This information can be found at this link.</p>	
<p>LTC proposes implementing over two years a Services Without Walls Training Management Program that will require the following:</p> <p>Person-Centered Technology Training Systems Manager responsible for implementing and monitoring the On-line Training Program July 2021</p> <p>Community Transition Compliance Coordinator July 2021</p> <p>Translation/Interpretation consultant(s) October 2021</p> <p>75 tablets/ 30 smart phones /Data Plans January 2022</p> <p>Work Incentive Planning and Benefits Training X 2 September 2021</p> <p>3 Tailored Day Career Coaches January, April, June 2022</p> <p>Person Centered Train-the-Trainer Certification October 2021</p> <p>Technical Assistance Training October 2021</p>	
<p>11. Please address sustainability of funding sources for all programs or concepts requiring any funding past the timeframe of the requested funding, especially those that involve staff or other long-term costs. Please mark "not applicable" if costs will all be incurred during the program timeframe; up to two years.</p>	
<p>LTC will sustain the project after the grant funding has concluded through operational funds generated through programming improvement, increased participant job placement through improved service delivery revenue and collaborative-innovative partnerships with neighboring programs, colleges and families.</p>	
<p>12. Have you or the organization you work</p>	<p>HCBS Funding ___ No __X_ Yes. If Yes, FY(s) 16-17, 17-18, 18-19 _____</p>

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with been a past recipient of DDS funding? If yes, what fiscal year(s)?	If yes to any question be sure to answer questions 13 and 14.
For providers who have received prior HCBS, Disparity, CPP or CRDP 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.	
See attached	
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.	
See attached	

13. Lincoln Training Center has used previous funds received for program development. Two new services have been developed that will assist individuals in transitioning from WAP and SE Group placements to Community Integration. Both program designs have been approved and LTC is now vendored to provide these services. Staff to support these services were funded and have been hired. A Community Inclusion Specialist an Employment Specialist and 2 Career Coaches were hired and have received ACRE Training. Two vehicles to support the programs were also purchased. LTC participants have benefitted from these funds and there have been more community integrated placements and experiences. At the onset of HCBS Compliance Funds being provided LTC did not have any individual placements, currently LTC has 11 individuals placed in integrated settings in the community and has provided Paid Internship opportunities to over 20 participants.

14 The new concept being provided builds on the previous concept, however, is not redundant with any prior funding. Through the two-year project and beyond, LTC will create a "Services Without Walls Training Management Program" that will provide training to address cultural disparities and provide LTC's participants with training that will allow for self-advocacy and community integration, and for staff to build culturally sensitive approaches to service delivery. A critical barrier keeping clients from transitioning into community-based settings engaging in community life and daily activities of their choice, or seeking employment, earning higher wages lies in disparities in deeply embedded cultural beliefs regarding disabilities and disability-related services. The Training Program will provide education to Hispanic and Asian Participants and families to dispel myths, advocate for individual rights and benefits, and ease the transition to community integrated services. It will also ensure that all clients and staff receive the requisite training necessary for the safety and integrity of LTC's services.

HCBS CONCEPT BUDGET	Alternative Services - Services without Walls					
Vendor Name	Lincoln Training Center					
Vendor Number(s)						
	Wage and Benefits	Year 1 Budget		Year 2 Budget		Total
		FTE	Annual Cost	FTE	Annual Cost	Cost
Personnel (wage + benefits)						
Community Transition Compliance Monitor	39.42	1.00	\$ 81,994	1.00	\$ 83,950	\$ 165,944
Person Centered Training Systems Mgr.	44.23	1.00	\$ 91,998	1.00	\$ 94,250	\$ 186,248
Translation/Interpretation Consultant		#####	\$ 15,000	#####	\$ 15,000	\$ 30,000
Tailored Day Career Coach	28.17	1.00	\$ 58,593	1.00	\$ 60,358	\$ 118,951
Tailored Day Career Coach	28.17	1.00	\$ 58,593	1.00	\$ 60,358	\$ 118,951
Tailored Day Career Coach	28.17	1.00	\$ 58,593	1.00	\$ 60,358	\$ 118,951
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Personnel Subtotal			\$ 364,771		\$ 374,274	\$ 739,045
Operating expenses						
Technical Assistance Training			\$ 20,000			\$ 20,000
Work Incentives Planning - Benefits Training x2			\$ 3,000			\$ 3,000
Certification - Person Centered Planning Trainer			\$ 15,000			\$ 15,000
Tablets x 75			\$ 37,500			\$ 37,500
Tablets data plan x 75			\$ 90,000			\$ 90,000
Smartphones x 30			\$ 3,500			\$ 3,500
Smartphones data plan			\$ 27,000			\$ 27,000
						\$ -
						\$ -
						\$ -
Operating Subtotal			\$ 196,000		\$ -	\$ 196,000
Administrative Expenses						
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Administrative Subtotal			\$ -		\$ -	\$ -
Capital expenses						
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Capital Subtotal			\$ -		\$ -	\$ -
Total Concept Cost			\$ 560,771		\$ 374,274	\$ 935,045

See Attachment F for budget details and restrictions