

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. 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: 2/02/2021	Completed by: Melissa Spicuzza
Vendor Name, Address, Contact: Breaking Barriers Developmentally Disabled Services 400 Corporate Pointe Suite 300, Culver City, CA 90230 Contact number: 310-560-8732	
Vendor Number: PW7989, PW8147, PW8190, PW8181	
Service Type and Code: Community Integration 055, Tailored Services 102	

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

<p><u>Federal Requirement #1:</u> <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: Prior to the stay-at-home order due to the COVID-19 pandemic, Breaking Barriers provided services in compliance with Federal Requirement #1. Individuals participated in activities that were inclusive to all people in their own communities. Our process for competitive employment was sound. However, with a change to alternative services to keep our participants and employees safer at home, Breaking Barriers has discovered through self-assessment, participant, and stakeholder feedback that our services have become limited around community integration and obtaining competitive community employment. Our Zoom sessions only include other participants of Breaking Barriers and DSP's and other support is 1:1 or in small groups of 3-4. This does not reflect an integrated environment. Furthermore, Breaking Barriers has struggled to develop new, sustainable procedures to support the person served in finding competitive employment. Financial resources to bring in a consultant to train current employees, management, and the Board of Director on obtaining competitive employment during the COVID-19 pandemic and to work with management to develop a sustainable, long term, and flexible approach to competitive employment would be greatly beneficial. Additionally, training/webinars/workshops in person-centered thinking/planning would provide Breaking Barriers with the tools and fundamentals to creatively approach integrating more inclusive content into the daily alternative schedule. Furthermore, as this concept is based developing policies and on providing knowledge that can be passed on to future employees it is financially sustainable once grants funds are spent.</p>	
<p><u>Federal Requirement #2:</u> <i>The setting is selected by the individual from among setting options, including non-disability-specific</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?

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

<p><i>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>	<ul style="list-style-type: none"> • 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: While each participant has an IPP on file, these do not always reflect the individuals hopes, wants, and dreams. Only two Breaking Barriers employees are trained in completing Liberty Plans (a person-centered planning tool). To better serve our participants, Breaking Barriers would like to have all employees trained to facilitate Liberty Plans. In addition to the Liberty Plan facilitation, the three-day workshop discusses person-centered thinking. This is a vital training for employees to embrace the person-centered philosophy that is fundamental to Breaking Barriers. Being able to provide a detailed person-centered plan to participants that wish to have one completed would provide the best insight into the wants of the people we serve. Additionally, Liberty Plans are designed to create an environment where the wishes and dreams of the person supported are developed, not the wants of the family or other members of the circle of support. This is an occurrence Breaking Barriers has witnessed where the person supported is not or is minimally included in decisions about their life and/or their capabilities are not recognized. With additional financial resources, Breaking Barriers will be able to send all employees to the 3-day Liberty Plan workshop for the next two years. These trained employees will be able to work with new employees to teach them to become facilitators. In addition, financial resources will be used to develop and afford software to host townhalls for Breaking Barriers stakeholders to discuss the importance of a person-centered approach as pertaining to the circle of support. This concept is based on developing policies and on providing knowledge that can be passed on to future employees it is financially sustainable once grants funds are spend.</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

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

	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 Please explain: Click or tap here to enter text.</p>	
<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 Please explain: Participants at Breaking Barriers are in a group at a ratio of 1:3 when we use traditional services. With the flexibility allowed to us in alternative services, we have been able to flex the ratio letting us provide more 1:1 supports, all be it virtually. We do anticipate a return to some form of traditional services sometime in the next two years. Breaking Barriers would like to develop and market a robust volunteer program to continue this flexible ratio when we return to in-person supports. In the interim, volunteers would be used to supplement current alternative services. The basics of the concept would be to have two 1:3 ratio groups meet up, one employee and the volunteer would stay with the larger group and the second employee could provide 1:1 support to say attend a job interview or go to an appointment with DOR, disabled student services, etc. Thus, the other individuals in the group can do either an agreed upon group activity or to work on separate goals at a generic resource location. The volunteer program would require upfront expenses. However, once the program was developed it would be financially sustainable. The on-going cost would be background checks which are a nominal cost.</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

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

	<p>provide their care to the extent that alternative staff are available?</p> <ul style="list-style-type: none"> 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please explain: Click or tap here to enter text.</p>	

<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</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?
---	---

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

<i>units within the lease or other agreement.</i>	<ul style="list-style-type: none"> 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>	
<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?

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

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.

More information on the HCBS rules and this form can be found at <https://www.dds.ca.gov/initiatives/cms-hcbs-regulations/>.

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

Vendor name	Breaking Barriers Developmentally Disabled Services
Vendor number(s)	PW7889, PW8147, PW8190, PW8191
Primary regional center	Westside Regional Center
Service type(s)	Community Integration, Tailored Services
Service code(s)	055, 102
Number of consumers typically and currently served	31
Typical and current staff-to-consumer ratio	Community Integration 1:3 Tailored Services 1:1, 1:2, 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>Community Integration focuses on developing vocational skills, educational skills, and living a more independent, integrated life. These services are offered at a ratio of 1:3 (Baseline for Federal Requirement #4). A typical day consists of the group meeting up at central location within their community, a park or Starbucks. The group starts the day with an ice breaker and daily announcements. The group then heads out to a generic resource in the community. These locations include parks, libraries, Work Source Centers, museums, community events, job fairs, farmers markets, etc. These sites are typically planned the week prior based on feedback from the group participants (Baseline for Federal Requirement #2). At these locations, the participants work on their individual goals with support from the DSP. (Baseline for Federal Requirement #3)</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>Federal Requirement #1: Financial resources to bring in a consultant to train current employees, management, and the Board of Director on obtaining competitive employment during the COVID-19 pandemic and to work with management to develop a sustainable, long term, and flexible approach to competitive employment. Additionally, training/webinars/workshops in person-centered thinking/planning would provide Breaking Barriers with the tools and fundamentals to creatively approach integrating more inclusive content into the daily alternative schedule and in future traditional supports.</p> <p>Federal Requirement #2: The concept is to have funds and savings to use for the next 2 years to send all current and then new employees to a person-centered thinking and Liberty Plan (or PATH/MAP) workshop. In addition, the concept would use funds develop a townhall meeting to discuss person-centered thinking with stakeholders and participants circles of support.</p> <p>Federal Requirement #4: The basics of the concept would be to have two 1:3 ratio groups meet up, one employee and the volunteer would stay with the larger group and the second employee could provide 1:1 support to say attend a job interview or go to an appointment with DOR, disabled student services, etc. Thus, the other individuals in the group can do</p>	

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

<p>either an agreed upon group activity or to work on separate goals at a generic resource location.</p>
<p>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.</p>
<p>1 <u>X</u> 2 <u>X</u> 3 <u> </u> 4 <u>X</u> 5 <u> </u> 6 <u> </u> 7 <u> </u> 8 <u> </u> 9 <u> </u> 10 <u> </u></p>
<p>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.</p>
<p>Federal Requirement #1: Changing to alternative services to keep our participants and employees safer at home, Breaking Barriers has discovered through self-assessment, participant, and stakeholder feedback that our services have become limited around community integration and obtaining competitive community employment. Our Zoom sessions only include other participants of Breaking Barriers and DSP's and other support is 1:1 or in small groups of 3-4. This does not reflect an integrated environment. In addition, attention has not been given to development of a competitive employment plan in the new COVID world.</p> <p>Federal Requirement #2: Being able to provide a detailed person-centered plan to participants that wish to have one completed would provide the best insight into the wants of the people we serve. Additionally, Liberty Plans are designed to create an environment where the wishes and dreams of the person supported are developed, not the wants of the family or other members of the circle of support. This is an occurrence Breaking Barriers has witnessed where the person supported is not or is minimally included in decisions about their life and/or their capabilities are not recognized.</p> <p>Federal Requirement #4: Under traditional community integration all services are provided at a max ratio of 1:3. If a participant in the group has an appointment with Department of Rehabilitation, the whole group must go and so on for numerous other situations. If a participant changes their mind and no longer would like to attend a group activity, their options for the day become VERY limited, usually resulting in the participant needing to return home.</p>
<p>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.</p>
<p>Federal Requirement #1: The concept to bring in outside consulting to support Breaking Barriers in developing a sustainable competitive employment policy would garner more participants the opportunity to pursue employment should they wish to. This would bring us into compliance prior to March 2023. The anticipated timeline to formalize a new policy would be 4-6 months after funds are issued.</p> <p>Federal Requirement #2: The concept to have all employees attend the 3-day Person-Centered Thinking and Liberty Plan workshop and to develop stakeholder townhalls regarding person-centered thinking would bring Breaking Barriers into compliance prior to March 2023. Employees gaining knowledge in developing person-centered plans through facilitation of a Liberty Plan offers each participant at Breaking Barriers an opportunity to have an in-depth focused plan based on their hopes, wants and dreams. Employees gaining a foundation of person-centered thinking gives Breaking Barriers a person-centered approach in all organization actions, policies, and procedures. Hosting townhalls for families and other members of our participant's circle of support will address an all too frequent concern of someone other than the person supported making decisions about their life. Breaking Barriers has been witnessed to members of a person's circle of support hindering</p>

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

the focus person through believing the person is less capable than they are. Townhalls with the circles of support will be a platform to share person-centered thinking. Timeline for concept development: having existing and all new employees, for the next 2 years, attend a person-centered thinking workshop that also includes learning how to facilitate a Liberty Plan, Path or Map after two years new employees can be trained by existing employees; obtaining software to host a townhall meeting is achievable within one week of funds being issued and development of townhall curriculum is estimated at 1 month and can be used ongoing, thus bring us into compliance and remaining in compliance long term.

Federal Requirement #4: Increasing options and flexibility in participant ratio through development of a volunteer program will bring us into compliance by allowing Breaking Barriers to provide 1:1 support in certain situations so that a participant may pursue their goals that would otherwise remove choice from other participants in the group. Compliance could be met prior to March 2023. Estimation for program development and rollout would be approximately 6 months post funding.

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

Federal Requirement #1: The proposed outcome is to increase employment opportunities for the people we serve. The method of achieving the concept will be through obtaining outside consultation to develop a sustainable competitive employment policies and procedures. Tracking the concept progress will be done through the annual DDS employment report and could also be tracked by increased utilization of the Competitive Employment Incentive.

Federal Requirement #2: Part 1: The proposed outcome is that all individuals that participant in Breaking Barriers will have a Liberty Plan completed if they wish one. Method to track is by having a description of the Liberty Plan outcomes documented on the individual's ISP. Part 2: The proposed outcome is that all stakeholders, employees, and the Board of Directors is trained or obtains knowledge in person-centered thinking. The method to achieve this is through participation in trainings, workshops, and/or townhall meetings. Tracking will be done through employee and Board of Directors training logs. The circle of supports and stakeholder's participant will be tracked through attendance to townhall meetings.

Federal Requirement #4: The proposed outcome is more flexibility in the staff to participant ratio to allow for individuals to work toward their personal goals without having to include their group. The methods for achieving this would be through development of a robust volunteer program which would allow for an employee to oversee a volunteer in the larger group while an individual or smaller group is able to work on specific goals with another employee. Tracking the success would be through participant feedback via open communication, monthly participant feedback sessions, and through the annual survey.

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.

Breaking Barriers believes that we work for the people we serve. To include our participants, we asked them for their feedback on what we could do better. Breaking Barriers participants are part of weekly feedback sessions with their DSP's. This is an open forum where the people we serve let us know what is working, what is not working, what they would like to work on, places they would like to go, etc. Programing is based off this feedback. In addition, we complete a large annual survey and smaller more specific surveys throughout the year.

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

8. Please describe how the concept you propose will enable you to provide more person-centered services to your clients.	
<p>Federal Requirement #1: The concept will enable Breaking Barriers to increase competitive employment opportunities to individuals that want to work. These opportunities will be based on the wants and needs of the person served.</p> <p>Federal Requirement #2: The concept give education and training on person-centered thinking to employees, stakeholders, and the Board of Directors. Additionally, the concept will support Breaking Barriers to facilitate Liberty Plan for any participant that would like to have one completed.</p> <p>Federal Requirement #3: The concept will provide more flexibility to the staff to participant ratio, thus allowing for more 1:1 support to be offered.</p>	
9. Please address your plan for maintaining the benefits, value, and success of your project at the conclusion of 2020-21 HCBS Funding.	
The aspect of the concept is to use funds to create new policies and programs through consultation, training, and program development that can be used past the exhaustion of the funds. The concepts are designed to provide a foundation that can be built upon as needs and times change over the long run.	
<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>Federal Requirement #1: Hiring an employment consultant to develop a competitive employment policy and employee training resources. Timeline: 4-6 months. Cost approximately \$10,000.</p> <p>Federal Requirement #2: Part 1: Person-centered thinking and Liberty Plan Workshop for 8 current employees and 15 future employees. Timeline: 1-6 months for current employees, then monies in reserve for future employees over the next 2 years. Cost \$11,500.</p> <p>Part 2: Webinar and Rooms on Zoom, 2-year cost \$2400. Timeline: less than 1 month. Administrative expense \$300. Timeline: less than 1 month. Nominal ongoing expense.</p> <p>Federal Requirement #4: Consultant to develop volunteer marketing plan, approximate cost \$3000. Administrative cost: \$450. Timeline 4-6 month.</p> <p>See budget sheet attached for total concept cost.</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.	
Not applicable	
12. Have you or the organization you work with been a past recipient of	<p>HCBS Funding <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes.</p> <p>If Yes, FY(s) _____</p> <p>Disparity Funding <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes.</p> <p>If Yes, FY(s) _____</p>

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

DDS funding? If yes, what fiscal year(s)?	CPP Funding <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes. If Yes, FY(s) _____ CRDP Funding <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes. If Yes, FY(s) _____ If yes to any question be sure to answer questions 13 and 14.
<p>For providers who have received prior HCBS, Disparity, CPP or CRDP Funding from DDS</p>	
<p>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.</p>	
<p>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.</p>	

HCBS CONCEPT BUDGET	
Vendor Name	Breaking Barriers
Vendor Number(s)	PW7989, PW8147, PW8190, PW8191

	Year 1 Budget			Year 2 Budget		Total
	Wage and Benefits	FTE	Annual Cost	FTE	Annual Cost	Cost
Personnel (wage + benefits)						
Competitive Employment Consultant	10,000	1.00	\$ 10,000	-	\$ -	\$ 10,000
Volunteer Program Marketing Consultant	3000	1.00	\$ 3,000		\$ -	\$ 3,000
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Personnel Subtotal			\$ 13,000		\$ -	\$ 13,000
Operating expenses						
Person-Centered Thinking and Liberty Plan Workshop			\$ 5,000		\$ 6,500	\$ 11,500
Webinar and Rooms for Zoom			\$ 1,200		\$ 1,200	\$ 2,400
Zoom administrative expense			\$ 150		\$ 150	\$ 300
Volunteer Administration expense			\$ 225		\$ 225	\$ 450
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
Operating Subtotal			\$ 6,575		\$ 8,075	\$ 14,650
Administrative Expenses						
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
Administrative Subtotal			\$ -		\$ -	\$ -
Capital expenses						
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
					\$ -	\$ -
Capital Subtotal			\$ -		\$ -	\$ -
Total Concept Cost			\$ 19,575		\$ 8,075	\$ 27,650

See Attachment F for budget details and restrictions