

## Home and Community-Based Services (HCBS) Rules Reference Information

Vendor name	JVCL, LLC dba iSpot Day Program G&G Residential Services dba Nevilyn's / Nanay's Home
Vendor number(s)	PG3392, PG2738, PG2255
Contact Name	Nelson Gomintong, Ruth Gripo
Contact Email Address	<a href="mailto:ngomintong@gmail.com">ngomintong@gmail.com</a> , <a href="mailto:rgripooo@yahoo.com">rgripooo@yahoo.com</a>
Primary regional center	GGRC
Service type(s)	Adult Day Program, RCFE
Service code(s)	055, 113
Number of consumers typically and currently served	PG 3392 (opened 2021), capacity for 16 but currently 3 PG2738, typically 4 but currently 3 PG2255, typically 4 and currently 4
Typical and current staff-to-consumer ratio	1:2 JVCL 1:1 Nevilyn's Home and Nanay's Home

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. If you have previously identified your program as compliant with the HCBS Final Rule through the Self-Assessment, what changes have occurred that has changed your level of compliance?

iSPOT Day Program is for individuals with developmental disabilities. A day consists of creating their own schedule, arts & crafts, office works, meal preparation, etc. on weekdays, from 9am-2:30pm. At home, individuals engage in their choice of activities such as watching TV, using iPad, gardening, going out to the park, stores, social events, etc. On the Final-Rule Self-Assessment we thought that all our facilities were in full compliance, however as we learn more about HCBS through the trainings, we've realized that there's still some aspects that we need to improve and incorporate on our programs. The freedom to make choices of when, where and what to do is one aspect that needs a lot of improvement and will only be possible if we work on alternative options and choices for the individuals that would provide meaning activities and promote their sense of freedom and self-fulfillment. Individuals will thrive better and have improved quality of life in a community where there is a strong committed support that ensures opportunities and choices are available. This project would offer that and more - a **Mobile-Work/Store Van and an Online Marketplace** would provide avenues of opportunities for individuals to optimize their chance for work, earn a living and most of all promote a sense of accomplishment and ownership. Getting a job has always been a challenge which was made even more difficult with this pandemic. We are committed in providing the support necessary so that individuals will have the best opportunities and thrive in the work that inspires them. Trainings and creation of jobs will be geared towards individual's preferences and choices. We will customize a "mobile-work-store" wheelchair van that is also equipped with a Restroom. It will serve as a mobile-work-store van accessible for individuals with limited mobility to get and enjoy working either at the Day Program site or at the comfort of their homes and at the time that is most comfortable or convenient for them. It will transport individuals and their products and services to the communities such as farmer's market, parks, family and friends, other providers, and events such as church or city festivals. We will also create an online Marketplace store that will offer choices and opportunities for individuals to engage with others while earning, selling products and or services. Choices

## Home and Community-Based Services (HCBS) Rules Reference Information

of works include but not limited to Buy & Sell, taking product shots, arts & crafts, sticking price tags, gardening & selling plants, errands & delivery services, office work such as doing layout, downloading photos, answering online inquires, and inventory. With the right training, support and strong commitment, opportunities for the individuals we serve could be endless.

**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.

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

Ispot, Nanay's Home and Nevilyn's Home are committed on the following:

- Create opportunities for the individuals to work on their own schedule and liking by customizing a "mobile-work-store" wheelchair van with restroom that will not only transport individuals to places of work but will also serve as a mobile work/store place for them and transport their products. and services.
- The "mobile-work-store" van will bring work and training to individuals who choose to or could not go out of their homes due to some constraints like mobility, health and physical challenges, etc. It will provide an outlet and variety to individuals on the times they stay home, whether by a reason (safety or health) or by choice.
- Website designer will be hired to create a secure social platform to market products and services and serve as a portal connect for individuals to interact with the community. IT Consultant will also be hired to maintain the website for the first two years of operation.
- We will provide staff training that will focus extensively on Person-Centered Planning. Days of Person-Centered training will be allotted for all staff to ensure that each employee is able to confidently carry out the mission and goals of the program. The Person-Centered training will also be included as part of the staff annual CEU.
- We will provide staff training that will help individuals in communicating their wants and needs with the use of Augmentative and Alternative Communication Devices and Software (AAC). This will further facilitate better communication with our non-verbal or hearing/visually challenged individuals. Speech Therapist will be hired to do the training.

3. Identify which category/ categories this concept addresses.

- Community Integration  
 Individual Rights  
 Choice  
 Collaboration

4. Please list the proposed objectives and outcomes of the concept, as well as the methods of achieving and tracking them. How will this concept assist you in reaching goals within the category that you are requesting funds?

Objective proposed project:

- 1) Individuals will be happy making life choices and communicating their needs and wants
- 2) Individuals will have flexibility in doing work both at home and into the community
- 3) Individuals will have greater opportunity to interact with people and community of their choice using social platform or mobile work van.
- 4) Individuals will have a greater choice on their own schedule, work & social interactions.

Outcome: Method of tracking progress include but not limited to daily tracking by staff, daily schedule done by the individuals, photos, attendance, sales etc.

## Home and Community-Based Services (HCBS) Rules Reference Information

- 1) Individuals are busy doing different types of works as evidenced by reaching at least 75% of their target sales and profit and paycheck records for individuals.
- 2) Individuals are happy and inspired to do their works, as evidenced by their attendance of at least 80% annually.
- 3) Improved memory and fine & motor skills, if not Individuals maintains baseline, as evidenced by feedback from the individuals and or Consultants' assessments.
- 4) Individuals are confident in talking to other people in the community, as evidenced by feedback from the individuals and others during annual IPP meetings.
- 5) Individuals who do not communicate with words or with visual or hearing impaired are able to express their needs and wants using of Augmentative and Alternative Communication Devices and the Data Collection showing progress.
- 6) Decreased episodes of behaviors, as evidenced by the Annual Summary of Data Collection showing at least 50% decrease in target behavior due to boredom.
- 7) Individuals are making choices whether to do work at home, online or at the program site, or expressing whether they want to just relax, as evidenced by at least 80% attendance annually and progress notes.

5. Please describe how and/or what was done to ensure that individuals served by the program led the development of 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.

During this pandemic, we have modified our program to ensure that individuals remain engage with their choice of activities. We brought different works to the individuals' home to see what would interests them. The home and day program staff worked together to provide fun trainings for the individuals and taught them how to germinate seeds, water plants, & decorate planters from recycled materials. Some individuals were able to grow beautiful succulent, fruit and vegetable plants that they continue to do. We also brought iPads with movies and different apps to see if they'd be interested. One individual was fascinated in taking photos of everything including plants, planters, etc. using the iPad. It was during this time that we thought of opportunities that would provide alternative platforms for the individuals to get trained, get creative, and showcase their skills, thereby promoting a sense of ownership and accomplishment - hence the idea of a mobile work/store and an online Marketplace were conceptualized.

6. Please describe how the concept you propose will enable you to provide more person-centered services to the individuals you serve.

The Mobile-Work/Store Van and an Online Marketplace will allow for greater flexibility for all individual participants. They will have control over what they want to do with their schedule or work, where they want to do it and what time they want to do it and or with whom they want to work with. A variety of opportunities will be available to encourage individuals to make choices, promote their abilities and boost their confidence to express their needs, wants and ideas.

7. What percentage of individuals served by your program will directly benefit from implementation of this concept?

100%

8. Please address your plan for maintaining the benefits, value, and success of your project at the conclusion of 2021-22 HCBS Funding.

We are committed to ensure the success the individuals. We plan to collaborate with other homes/day programs that might also benefit from this project. The Mobile-Work-Store Van and the Online Marketplace aim to provide avenues not only for the individuals we serve

## Home and Community-Based Services (HCBS) Rules Reference Information

but would also open opportunities to engage other individuals and programs, as well. We would reach out to them and see if they have products that they want to sell on our online store, so that we could start to build a community of support. We will invest on cost-effective marketing strategies such as thru words of mouth, social platforms, discount flyers, etc. to sell the products and services of the individuals. We will hire an IT Consultant who would help maintain a secure social platform for the online store and train our staff. We will invest on staff training and hire qualified consultant to ensure guaranteed success. We will also hire a Speech Therapist to provide staff training to ensure that individuals who are non-verbal or with limited words and those who are hearing and visually challenged will have the tools they need to help them express themselves and make choices. Person-Centered and AAC training will be part of staff annual CEU.

9. 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). This information can be found at this [link](#).

1-7 months, acquisition and customizing of the Mobile-work-store van & developing a secured website – majority of the budget will be used here. 4-7 months staff training mentioned on #2. 7 months– onwards, program will be in operation.

10. 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.

This project is designed to generate income for the individuals as well as sustain or expand the project in the future. By having a greater outreach to the community, both virtual and physical, products & services sold by individuals will generate revenues.

11. Have you or the organization you work with been a past recipient of DDS funding? If yes, what FY?

HCBS Funding  No \_\_\_ Yes. Yes, FY(s) \_\_\_\_\_  
Service Access and Equity Funding \_\_\_ No \_\_\_ Yes. If Yes, FY(s) \_\_\_  
CPP Funding \_\_\_ No  Yes. If Yes, FY(s) 2016-2017  
CRDP Funding \_\_\_ No  Yes. If Yes, FY(s) 2012-2013/2015-2016  
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**

12. 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.

CRDP 2016-2017, CPP 2015-2016, CPP 2012-2013 were used to develop iSpot Day Program, Nanay's Home and Nevilyn's Home

13. 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.

The proposed funding is not redundant because the funds that were received previously were for start-up/development funds.

HCBS CONCEPT BUDGET		FY 21-22				
Vendor Name		JVCL, LLC/ G&G Residential Services, LLC				
Vendor Number(s)		PG3392, PG2255, PG2738				
	Wage and Benefits	Year 1 Budget		Year 2 Budget		Total
		FTE	Annual Cost	FTE	Annual Cost	Cost
<b>Personnel (wage + benefits)</b>						
IT Consultant to maintain secured website for 2 years	50000	1.00	\$ 50,000	1.00	\$ 50,000	\$ 100,000
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
<b>Personnel Subtotal</b>			<b>\$ 50,000</b>		<b>\$ 50,000</b>	<b>\$ 100,000</b>
<b>Operating expenses</b>						
Website Development with E-commerce and social platform			\$ 70,000			\$ 70,000
Person-Centered Training			\$ 25,000			\$ 25,000
Website Domain Name and Hosting			\$ 2,000	\$ 2,000		\$ 4,000
Marketing, Outreach			\$ 5,000	\$ 5,000		\$ 10,000
Augmentative and Alternative Communication Training			\$ 25,000			\$ 25,000
						\$ -
						\$ -
						\$ -
						\$ -
<b>Operating Subtotal</b>			<b>\$ 127,000</b>	<b>\$ 7,000</b>		<b>\$ 134,000</b>
<b>Administrative Expenses</b>						
Administrative Expenses at 10%			\$ 8,400	\$ 8,400		\$ 16,800
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
<b>Administrative Subtotal</b>			<b>\$ 8,400</b>	<b>\$ 8,400</b>		<b>\$ 16,800</b>
<b>Capital expenses</b>						
Wheelchair Accessible Van with restroom			\$ 100,000			\$ 100,000
Computer/laptop for Virtual Marketplace			\$ 5,000			\$ 5,000
Customizing the van for the mobile-work-sto			\$ 10,000			\$ 10,000
Augmentative and Alternative Communicatio			\$ 10,000			\$ 10,000
Devices and Software and Equipment						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
<b>Capital Subtotal</b>			<b>\$ 125,000</b>	<b>\$ -</b>		<b>\$ 125,000</b>
<b>Total Concept Cost</b>			<b>\$ 310,400</b>	<b>\$ 65,400</b>		<b>\$ 375,800</b>

See Attachment F for budget details and restrictions

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