

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

Vendor name	The Arc Los Angeles & Orange Counties
Vendor number(s)	HX0257
Contact Name	Donna Lindley
Contact Email Address	dlindley@thearclaoc.org
Primary regional center	SCLARC
Service type(s)	Day Program
Service code(s)	055
Number of consumers typically and currently served	Typically, 24 participants are served in the program. Currently, 10 participants are being served on-site and 12 are receiving alternative services.
Typical and current staff-to-consumer ratio	Typically, there are 6 staff in the program. Currently, there are 5 staff in the program.
<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. 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?</p>	
<p>The Arc Los Angeles &amp; Orange Counties' Community Integrated Training (CIT) program allows participants to enhance their abilities and practice safety and social skills, both in the program setting and out in the community with staff assistance. Participants have the opportunity to go food tasting at farmers markets, attend historical museums and aquariums, etc. Due to the COVID19 pandemic, the program is currently serving 10 participants on-site and 12 via alternative services. The participants receiving alternative services receive COVID19 awareness and precaution trainings via Zoom or telephone including delivery of activity packets with personal protective equipment.</p>	
<p><b>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.</b></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 CIT program meets the minimum federal requirement and participants can receive services in the community; however, he/she may benefit by accessing specific locations of their choice independently on a daily basis. In order to be fully compliant the following would be needed:</p> <ol style="list-style-type: none"> <li>1) 50 iPads to allow participants to explore the community and possible outings and view/practice safety activities.</li> <li>2) One minivan to be able to transport participants to their daily destination.</li> <li>3) Consultant for Person-Centered Training for staff.</li> </ol>	

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3. Identify which category/ categories this concept addresses.
<input type="checkbox"/> Community Integration <input type="checkbox"/> Individual Rights <input checked="" type="checkbox"/> Choice <input type="checkbox"/> 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?
<p>Provide participants with tools to learn safety and social skills and to explore the community.</p> <ul style="list-style-type: none"> <li>• With technological assistance from iPads, participants can easily view safety and social videos on YouTube as well as explore the community to find new destinations on Google Maps.</li> <li>• A minivan would ensure participants attend to their destination in a timely and safely manner.</li> <li>• Trained staff on more Person-Centered approach will assist in fully meeting HCBS compliance.</li> </ul>
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.
Participants have expressed the desire of utilizing iPads in the program to staff. They would like the opportunity to have access to technology. In addition, participants would benefit from a consultant to train their staff in Person Centered approach and a van to attend to their outings.
6. Please describe how the concept you propose will enable you to provide more person-centered services to the individuals you serve.
The proposed concept will enable participants to receive a more individualized program based on their desires. By incorporating person-centered planning participants will be able to choose their services.
7. What percentage of individuals served by your program will directly benefit from implementation of this concept?
100% - All participants will benefit from the concept
8. Please address your plan for maintaining the benefits, value, and success of your project at the conclusion of 2021-22 HCBS Funding.
The plan for maintaining the benefits would include fundraising efforts, grant proposals, and working with the Regional Center to look into rate increases that will help with maintaining HCBS compliance and provide continuous sustainability in the CIT program.
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,

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<p>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 <a href="#">link</a>.</p>	
<ul style="list-style-type: none"> <li>• Purchase of iPads by December 2022. Estimated Cost: \$38,500</li> <li>• Purchase of Minivan by December 2023. Estimated Cost: \$50,000</li> <li>• Consultant to give Person Centered Training December 2023. Estimated Cost: \$10,000</li> </ul>	
<p>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.</p>	
<p>Not Applicable</p>	
<p>11. Have you or the organization you work with been a past recipient of DDS funding? If yes, what fiscal year(s)?</p>	<p>HCBS Funding ___ No <u>X</u> Yes. If Yes, FY(s) <u>2017-2018</u></p> <p>Service Access and Equity Funding <u>X</u> No ___ Yes. If Yes, FY(s) ___</p> <p>CPP Funding <u>x</u> No ___ Yes. If Yes, FY(s) _____</p> <p>CRDP Funding <u>x</u> No ___ Yes. If Yes, FY(s) _____</p> <p>If yes to any question be sure to answer questions 13 and 14.</p>
<p><b>For providers who have received prior HCBS, Disparity, CPP or CRDP Funding from DDS</b></p>	
<p>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.</p>	
<p>In 2017-2018 grant was awarded, but not utilized.</p>	
<p>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.</p>	
<p>Since the funding was not utilized in 2017-2018, the 2021-2022 concept is a revision of the previous proposed concept.</p>	

HCBS CONCEPT BUDGET	\$98,500					
Vendor Name	The Arc Los Angeles & Orange Counties					
Vendor Number(s)	HX0257					
	Wage and Benefits	Year 1 Budget		Year 2 Budget		Total
		FTE	Annual Cost	FTE	Annual Cost	Cost
<b>Personnel (wage+ benefits)</b>						
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Position Description			\$ -		\$ -	\$ -
Personnel Subtotal			\$ -		\$ -	\$ -
<b>Operating expenses</b>						
iPads - 50			\$ 38,500			\$ 38,500
Van - 1					\$ 50,000	\$ 50,000
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Operating Subtotal			\$ 38,500		\$ 50,000	\$ 88,500
<b>Administrative Expenses</b>						
PCT Consultant/ Staff Training					\$ 10,000	\$ 10,000
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Administrative Subtotal			\$ -		\$ 10,000	\$ 10,000
<b>Capital expenses</b>						
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Capital Subtotal			\$ -		\$ -	\$ -
<b>Total Concept Cost</b>			<b>\$ 38,500</b>		<b>\$ 60,000</b>	<b>\$ 98,500</b>

See Attachment F for budget details and restrictions