

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

Vendor name	PALS, Inc. Eindelijk El Monte
Vendor number(s)	HP4246
Contact Name	Christina Buth-Okatch
Contact Email Address	buthchristina@yahoo.com
Primary regional center	SGPRC
Service type(s)	Behavior Management Program
Service code(s)	515,110, 880, 882
Number of consumers typically/currently served	73+
Typical and current staff-to-consumer ratio	1:3, 1:1 (Staff-to-Participant)

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?

PALS, Inc. support people with disabilities, people with mental health diagnoses, and people with history of trauma to pursue their dreams in the community. We support adults in 1:3 (staff to participants) ratio in Behavioral Management Day Program (BMDP) setting from the hours of 8am to 2pm. Our program focuses on each person to strengthening work abilities, exploring leadership/ social value roles and developing meaningful relationship in the most integrated community setting. Throughout our agency-wide HCBS transformation process over the last 18 months, individuals are empowered to share stories and leading their own IPP meetings through the support of staff.

**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.

In a 1:3 group setting, the group stays back when one individual is experiencing behavior challenges. Often, the group arrives late and/or misses (volunteer sites/activities in the community) opportunities due to one member experiencing behavior challenges. Another example is if only one person in the group is offered a job—and continues to need behavioral support but does not qualify for 1:1 support under BMDP model—that individual is not able to receive the 1:1 support that is needed to work. Lastly, community activities are driven and agreed by the group’s choice. If only one member is interested in attending church services and the rest are not interested in going—then that individual cannot go to the activity of his/her choosing. Due to the current BMDP service model, individuals are limited in choices of activities based on their preferences and unable to have meaningful interactions in the community and expand relationships beyond paid-staff.

Given the history and stigma of Behavior Management Day Programs (BMDP), employers resisting hiring a person with intellectual and development disabilities. PALS, Inc. faces multiple barriers to support program participants with work opportunities in the

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community; the cost for employers to train due to enhance work to their standards, the cost of customers reacting negatively to employees with a disability. Also, the lack of awareness of incentive programs for hiring person(s) who are differently abled. Individuals choosing a career may not be one of their choosing. To address employment disparity in getting participant to work will require skilled personnel and time. With the currently Behavior Management Program budget, participant will need to receive specialized support beyond BMDP services in developing skills and support needed for the job. With BMDP service model, the current budget doesn't support adults the opportunity to access work—which limits access and opportunities for individuals for full community integration. The focus of this proposed project is to address barriers, prepare and place individuals into employment opportunities:

- **Community Connector:** Lower staff to participant ratio from (1:3 to 1:1). Having more staff for participants to choose from to work with throughout the day, increases each person(s) options for community activities and allows them to receive the 1:1 support to develop skills for paid work
- Adaptive Communication Technology Specialist:** Utilizing the voice of the person(s) being served requires consideration of the range of communication styles and skills set. Communication supports are needed to really capture the person's life aspiration. Individuals will have the opportunity to record themselves, utilizing imagery, videos, American Sign Language, and other assistive technology to communicate what they want. This empowers individual to have the communication skills and tools needed to confidently share stories.
- Person-Centered Trainer/Facilitator:** Providing direct support is the primary aim of being a service provider and the budget has not allowed for smaller providers, without the economies of scale, to dedicate positions solely to developing PC planning and its implementation for each of the persons receiving services from PALS agency.
- Life Planner:** works directly with each person one-to-one and their unique PC plan, will be able to create an individualized career path and life planning, while yet still "unique," skill set of the individuals. For example, if an individual wants to be a better father—the Life Planner will enroll this person to Parenting Classes close to his home. Another example is if an individual is interested in becoming a business owner and sell art. The Life Planner will look into resources to enrolling that person in community classes to help develop that person's art skills. Also, the Life Planner will look into setting up a "micro-enterprise," where that person can sell art work on-line at set up store front in the community to sell art work. The Life Planner creates opportunities derived from the genuine interest, curiosity, or life aim of the person being served. In contrast to group activities where one job site fits all for the group model. The Life Planner increases compliance with the CMS Final Rule by facilitating access for more people to work and career opportunities and life aspiration that right for them and which are tailored to their individualized goals, objectives and life aims.
- PCT Train-the-Trainer:** Program Participants (A.B.,B.W.,C.R.,J.V.,T.M.,A.M.) becoming PC Trainer.

3. Identify which category/ categories this concept addresses.
<input checked="" type="checkbox"/> Community Integration <input checked="" type="checkbox"/> Individual Rights <input checked="" type="checkbox"/> Choice

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[ ] 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>The proposed outcomes for concepts are to supports for individuals to develop work skills for employment programs, and redesigned the program to have the flexible for a broader range of service choices in the community. The is a short-term cost of the new staff positions in developing skills for individual with competitive integrated work opportunities. The sustainability of this funding will be based on the number of individuals engagement and work positions in the community.</p> <p>PALS will track outcome by monitoring the rate of community outings, tracking the increase of employment placements rates and satisfaction of community stakeholder/engagement.</p>
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.
<p>We seek input from “the support team,” families, individuals we serve, our staff, regional center, and advocates in monthly focused group (Town Hall, Career Club, Media/Technology Talk and Parent/Caregiver Support Group, weekly conversations, and using Survey Monkey in identifying and developing concept needs.</p> <p>Also, we reviewed samples of person served individualized services plans and assessed each goal.</p>
6. Please describe how the concept you propose will enable you to provide more person-centered services to the individuals you serve.
<p>This concept will enable us to complete more personalized needs assessments that will lead to developing a more person-centered plan of care for who we support. In addition, build short-term support and develop skills needed for each person to have greater employment opportunities in community. life of their choosing. Our HCBS funding concepts services base on their personal choice.</p>
7. What percentage of individuals served by your program will directly benefit from implementation of this concept?
<p>Currently, PALS El Monte is support 73+ individuals in the program. By the end of this concept, PALS expect that each person in the program will have a Person-Center Plan completed. We expect at least 50% increase in individual’s participation competitive integrated work opportunities and engaged in social/leadership role in the community.</p>
8. Please address your plan for maintaining the benefits, value, and success of your project at the conclusion of 2021-22 HCBS Funding.
<p>The core foundation of HCBS is revolved around self-direct services: Choices, rights, and full community inclusion. PALS mission is to the break barriers and support individuals to truly experience community life.</p>
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

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<p>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 <a href="#">link</a>.</p>																											
<p>The primary funding is to focus on hiring qualified personnel to directly work with individuals to develop and support them in the community. Therefore, PALS will take on the administration and operation cost associated to this project. (Please refer to Attachment F).</p>																											
<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>We intend to keep PCP Facilitator, Communication/Adaptive Technology Specialist, Career Coordinator after funding stop. Community Integration Specialist is a short-term support for individuals to gain the skills needed to be independently and fade away. We anticipate the need for the position as job duties change due to HCBS requirements for program services.</p>																											
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<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: Yes, FY(s)-2018,2019,2020                  Service Access and Equity Funding: No                  CPP Funding: Yes, FY(s): 2004, 2012, 2016, 2017                  CRDP Funding : No                  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>																											

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PALS successfully completed Milestones 1,2,4,5. Due to COVID the purchase of vehicles for the remaining milestone is paused, because of the shortage of available vehicles. Vehicle to be purchased by end of this year.

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 previous concept was developing the person to having a voice to share their stories and have accessibility to community. The new funding focus on building services to the person in assuming great responsible in paid work and leadership role in the community. This new concept is not redundant but transition to tailored services that focuses on the person's abilities and preferences in the community.

HCBS CONCEPT BUDGET	2021/2022					
Vendor Name	Per Ankh Life Skills, Inc. (PALS, Inc.)					
Vendor Number(s)	HP4246, HP4250, PP4430,					
	Wage and Benefits	Year 1 Budget		Year 2 Budget		Total
		FTE	Annual Cost	FTE	Annual Cost	Cost
<b>Personnel (wage + benefits)</b>						
Person Centered Facilitator	65000	1.00	\$ 65,000	1.00	\$ 65,000	\$ 130,000
Life Coordinator	65000	1.00	\$ 65,000	1.00	\$ 65,000	\$ 130,000
Communication/Adaptive Technology Specialist	75000	1.00	\$ 75,000	1.00	\$ 75,000	\$ 150,000
Community Connector (6staffx18hrly)	38166.7	6.00	\$ 229,000	6.00	\$ 229,000	\$ 458,000
PCT Train the Trainer (6 Participants)(Course Fee)	35000	1.00	\$ 35,000		\$ -	\$ 35,000
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
			\$ -		\$ -	\$ -
<b>Personnel Subtotal</b>			<b>\$ 469,000</b>		<b>\$ 434,000</b>	<b>\$ 903,000</b>
<b>Operating expenses</b>						
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
<b>Operating Subtotal</b>			<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>Administrative Expenses</b>						
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
<b>Administrative Subtotal</b>			<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>Capital expenses</b>						
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
<b>Capital Subtotal</b>			<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>Total Concept Cost</b>			<b>\$ 469,000</b>		<b>\$ 434,000</b>	<b>\$ 903,000</b>

See Attachment F for budget details and restrictions