

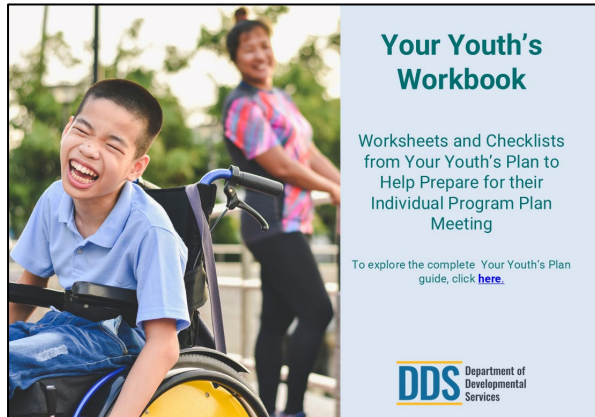


Your Youth's Workbook

Worksheets and Checklists
from Your Youth's Plan to
Help Prepare for their
Individual Program Plan
Meeting

To explore the complete Your Youth's Plan
guide, click [here](#).

How **Your Plan** and **Your Workbook** Are the Same and Different



How **Your Youth's Plan** and **Your Youth's Workbook** are the same :

1. **Both** are written in a way that's easy to understand.
2. **Both** help you get ready for your Individual Program Plan meeting.
3. **Both** focus on what is important to you.
4. **Both** give you a place to share your thoughts, goals and ideas.



How **Your Youth's Plan** and **Your Youth's Workbook** are different :

1. **Your Youth's Plan** has lots of pages. **Your Youth's Workbook** has only a few pages.
2. **Your Youth's Plan** has information to read and pages to fill out. **Your Youth's Workbook** only has pages to fill out.
3. **Your Youth's Plan** explains your rights and what some new or hard words mean. **Your Youth's Workbook** does not.




EASY TO UNDERSTAND

Your Youth's Workbook pages are written using plain language. Writing in plain language uses common words to explain things. Plain language means it is easy to understand. Writing this way shows respect for everyone. **People with developmental disabilities and their families, friends and advocates should have the same ACCESS to information as others.** Access means having information when you need it, and understanding what is written so that:

- People with developmental disabilities who read, can read it and use it
- Families and friends who advocate for those who cannot read, can easily explain it
- It can be easily translated into other languages and keep the same meaning
- We can all understand the information in the same way

A NOTE ABOUT CULTURE

Throughout Your Youth's Workbook pages, you will see this symbol.  It shows you questions that may help you share things that are important to you about your culture, your background, or your heritage.

YOUR WORKBOOK PURPOSE

This workbook helps you think about the important parts of your life and write down what matters most to you. You can use it to get ready for your Individual Program Plan meeting or sometimes called IPP meeting. In the workbook, you can write notes about your goals, what you need, and what you want for your future. It works best when you also use with the guide called **Your Youth's Plan**, which explains the IPP and your rights.

The material in this workbook is based on ***It's My Choice*** (Minnesota Governor's Council on Developmental Disabilities) and ***More Than A Meeting*** (California Department of Developmental Services - DDS). You can find the complete ***Your Youth's Plan*** [here](#).



About Your Youth

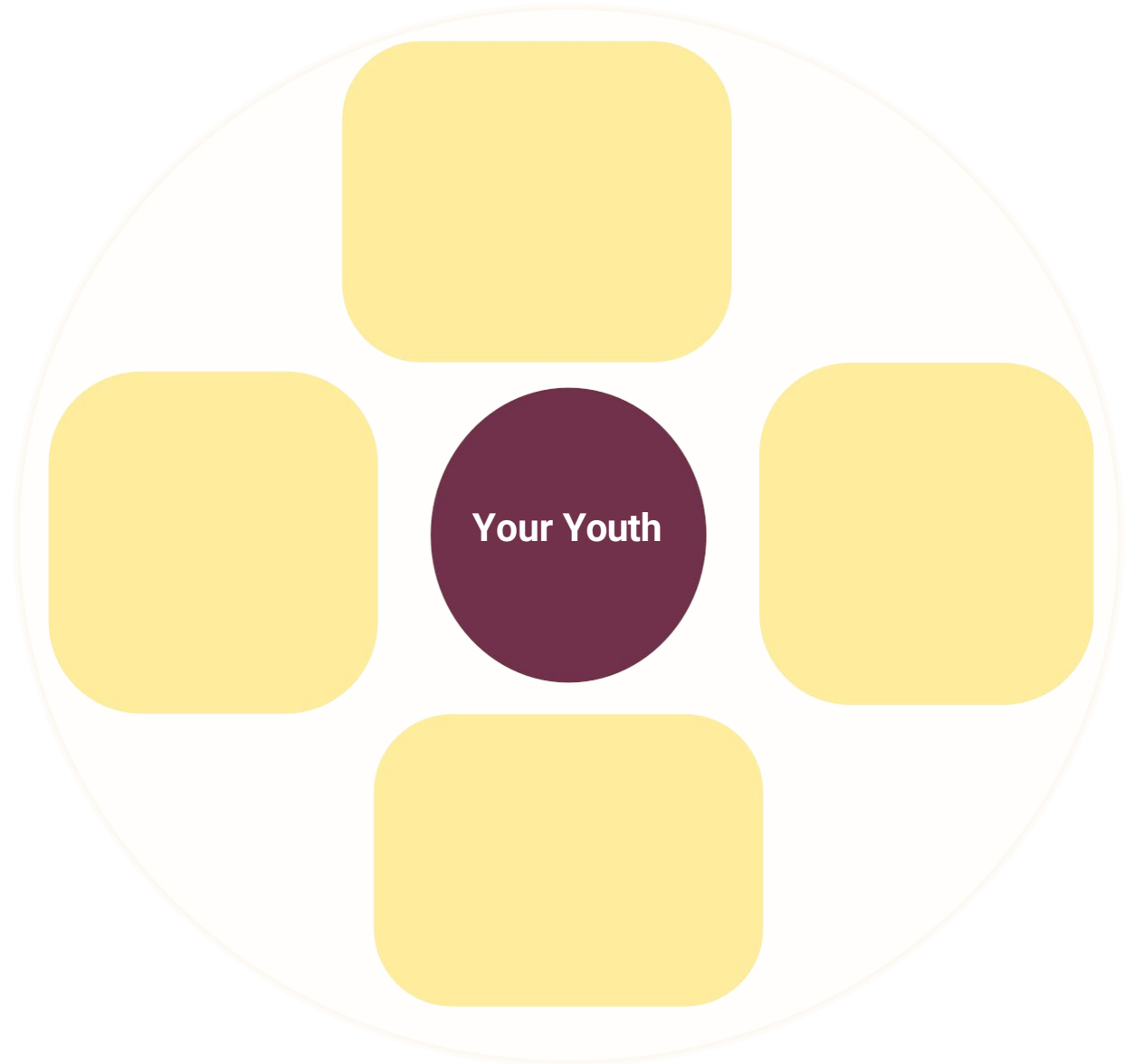
This workbook is about:

A large, empty white rectangle is positioned below the text 'This workbook is about:'. It appears to be a placeholder for a drawing or a response.



People who are important in your youth's life

Think about the people your youth feels close to. It might be people your young adult turns to for help or has the most fun with. People who know your youth best, and care about your youth. These are the people who might help you describe what's important to your young adult. Write down their names in the colored circle that surrounds your youth. This might include extended family members, people at school, friends, and neighbors. Invite them to share their thoughts as you answer questions on the following pages.



About Your Youth!



Appreciating and Celebrating Your Youth

This is a place to talk about all the wonderful things you and others appreciate about your young adult. Your notes might include:

- Positive qualities, strengths, and talents
- What you and others like about your youth
- What your young adult does that makes other people smile
- What you and others admire or appreciate about your youth

Your Notes



About Your Youth!



Important To Your Youth

What matters to your young adult from their perspective:

- Things in life that help your youth feel satisfied, content, comforted, fulfilled, and happy
- People they prefer to be with, or relationships they rely on the most
- Things to do and places to go (hobbies/interests, when and how often)
- Important routines
- Their identity, the groups of people they like to associate with
- The parts of their heritage they relate with the most

Your Notes



About Your Youth!



Important For Your Youth

These are things that you and others see as necessary to support your young adult to:

- stay safe and healthy;
- stay free from fear; like intimidation or bullying;
- be a valued and contributing member of the community they choose; and,
- learn to take responsibility.

Your Notes





What do people need to know to best support your youth?

- What support is helpful?
- What information do people need to know to support your young adult?
- Are there places where different kinds of support are needed?
- What skills are needed?
- What type of person works best with your young adult?
- What is needed to help others communicate with your youth?

Your Notes



You can use the information you recorded here to make a **One Page Description**. It can be used as a resource guide for in-home, program and support staff. See page 15 of **Your Youth's Plan** for more information.



A Vision for the Future

- What are your future plans and long-term goals for your youth?
- What do you want your young adult to be able to do when they leave school?
- What would the best possible life for your youth look like? Where would they live? Go to school or work? Community activities? Relationships? Services and supports?
- What steps do you and others need to take to help your youth meet these goals?

Your Notes



This vision for the future will help you create long-term goals for both the school Individual Education Plan (IEP) and the regional center IPP. Consider revisiting your vision every year to check progress and to revise it as needed.



Sample One-Page Description

One Page Description for:

What people like and admire about

How to best support

Add photo

What is important to



Checklist for Transition Planning from School to Adult Services

You can use the checklist below along with the **one-page description** and **vision for the future** to help you and your youth in transition planning. Sit down with your young adult to go over the checklist. You can take this to your school (IEP) and regional center (IPP) meetings to help you and your youth build a person-centered transition plan. You can also use it to guide your answers to **Life Areas for Goals Setting** for your next IPP meeting. If you need more information about services, ask your school or regional center representative.

Housing

How do you want to live after leaving school?

- ☐ at home with family?
- ☐ on my own?
- ☐ with a roommate?
- ☐ other:

Things you might want more information about:

- ☐ home of your own
- ☐ adult foster care
- ☐ supported living
- ☐ group home
- ☐ home modifications
- ☐ other:

Supports at Home

Do you need support to take care of yourself?

- ☐ taking the bus?
- ☐ doing the laundry?
- ☐ buying food?
- ☐ paying bills?
- ☐ cooking and cleaning?
- ☐ other:

Things you might want more information about:

- ☐ social skills
- ☐ money management
- ☐ personal care
- ☐ household management
- ☐ other:

Healthcare/Wellness

Do you need support to stay healthy?

- ☐ taking medicine?
- ☐ eating healthy and staying active?
- ☐ getting to and from a doctor?
- ☐ other:

Things you might want more information about:

- ☐ dental care
- ☐ health insurance
- ☐ preventative health check-ups
- ☐ physical activity/exercise
- ☐ nutrition
- ☐ sexuality
- ☐ disability and special healthcare
- ☐ other:



Checklist for Transition Planning from School to Adult Services (Cont.)

Employment

Will you be looking for a job or training services?

- ☐ do you need help looking for a job?
- ☐ do you need help keeping a job?
- ☐ are there training services that might help you in the job market?

Things you might want more information about:

- ☐ supported employment
- ☐ community based training
- ☐ community college programs
- ☐ adult education
- ☐ volunteering
- ☐ other:

Personal/Emotional Growth

What kinds of support will you need from others?

- ☐ for seeing friends and family?
- ☐ for community activities and recreation?
- ☐ for dating?

Things you might want more information about:

- ☐ personal attendant/assistant
- ☐ faith communities
- ☐ social and recreation activities
- ☐ family life
- ☐ social media
- ☐ other:

Choice/Advocacy

What kinds of support do you need to advocate for yourself?

- ☐ training in being assertive?
- ☐ understanding rights?
- ☐ understanding benefits?

Things you might want more information about:

- ☐ self advocacy groups
- ☐ counseling
- ☐ legal assistance
- ☐ voting
- ☐ other:



Life Areas for Goal Setting at Your IPP Meeting

During your IPP meeting, you and your youth are in charge of setting one or a few IPP goals. Those goals will fit into one or more of the life areas below based on what you know about your young adult’s strengths and support needs. Look back at your **Notes** from **About Your Youth** and, if you completed it, the **Transition Checklist** and check the life areas below that best cover what you recorded.

Life Area

Goals That You Might Want to Talk About

Choice/Advocacy	<input type="checkbox"/>	Choices and decisions that you hope your youth will make in the future. For youth it might be learning a chore, or choosing clothes, learning to express and set personal boundaries. Does your young adult currently need an advocate? Will they in the future?
Community Participation	<input type="checkbox"/>	Interests, hobbies, activities and places that your youth enjoys. New ways that your young adult would like to spend time in the community.
Education/Learning	<input type="checkbox"/>	Goals in school for your youth. Or new things your youth would like to learn.
Employment	<input type="checkbox"/>	Getting a job or changing jobs. The kind of support your young adult needs to find and keep a job.
Healthcare/Wellness	<input type="checkbox"/>	Changes in your youth’s health needs or medicine. New doctors or new health issues in your life.
Homelife/Housing	<input type="checkbox"/>	Changes in the services and supports your youth needs at home, in changing homes or in making your home more accessible and safe.



Life Area

Goals That You Might Want to Talk About

Income/Finances	<input type="checkbox"/>	You might want to talk about your young adult’s benefits, or how they might earn money in the future, or learning about spending or saving money.
Personal/ Emotional Growth	<input type="checkbox"/>	Services and supports your youth might need for their emotional well-being and/or mental health.
Relationships	<input type="checkbox"/>	Support your young adult might need building healthy relationships with friends, family, and others.
Safety	<input type="checkbox"/>	Any ideas you or your team have about the safety of your youth at home or in the community. Helping your young adult begin to understand boundaries.
Supports at Home	<input type="checkbox"/>	Changes in your youth’s preferences, needs, and supports at home.
Transportation	<input type="checkbox"/>	Ways your young adult gets around in the community now and changes in transportation that will help them be involved in your community.

Additional Support Goal Areas You Want to Include on Your Youth’s IPP:



Supporting Your Youth or Young Adult with Decision-Making

An important part of growing up is learning to speak up for oneself and gradually making more important decisions over time. It helps build important skills needed for self-advocacy as adults. Use the following chart as a guide with your youth and for goal planning.

Responsibility and decision-making skills	At what age is this skill important for my youth?	How could this be taught? What support is needed?
Getting around town		
Money management		
Shopping for personal items		
Living on own or with roommates		
Understanding social and relationship boundaries		
Getting and keeping a job		
Making safe choices		



How to Tell if Your Youth’s Planning Meeting Went Well

- Were all of the people that you wanted at the meeting?
- Was everyone willing to look at this workbook and your notes?
- Did your family and young adult help decide what was written in the plan?
- Did you get information about the kinds of services you need to support your youth?
- Did you have a chance to ask all of your questions?
- Were all your questions answered?
- Are the goals and outcomes in your youth’s plan the ones you wanted?

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

What were the best parts of the meeting?

What could have been better?

If there are a lot of “no” answers to these questions, learn more in Your Youth’s Plan guide about **Tips On What You Can Do When Things Are Not Working.**



A Six-Month Check-Up

About every six months, look at this workbook to see if things are going the way they were written in your youth’s IPP.

Is your youth:

- Working on the goals in their IPP?
- Getting the support they need to live, work and be active in their chosen community?
- Participating in any social or recreational activity they request?
- Spending time with friends and extended family as often as they want?

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

What could be going better?

If there are a lot of “no” answers to these questions, you can learn more in Your Youth’s Plan guide about **Tips On What You Can Do When Things Are Not Working.**



You did it! You can take this workbook to your next IPP meeting. It will help you remember what you want to talk about. And you can come back to see if your IPP still matches your needs for services and supports.

Your Youth's Workbook



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