APS Program Operational Plan: Alabama

State/Territory/District	Alabama
Contact	Sam Smith
Budget Allocation	$3,874,809.00
Timeline	AMERICAN RESCUE PLAN ACT (ARPA) OF 2021- Grant 1 **August 2021 – September 2023** $1,253,632.00 AMERICAN RESCUE PLAN ACT OF 2021 - Proposed Grant 2 **August 2022 – September 2024** $2,621,177.00
Vision 2025 The Vision clarifies what your ARPA Grant 1 Program aspires to become and to achieve. It is designed to inspire by providing a picture of where the program is heading in **3-5** years. **Note**: If you are a part of a larger organization, does it have its own future vision? If so, you may want to adapt it to your own program.	We envision all vulnerable adults within the State of Alabama to have the opportunity to live a long, healthy, safe, productive, and independent life free from abuse, neglect, and exploitation and unnecessary institutionalization as long as feasible with dignity, respect and support from their family members, peers, neighbors, community, and State.

Mission Statement	
Mission and Values statements can be an effective tool to educate the public; state and local government officials; state government agencies; provider agencies; and service recipients as to what the Adult Protective Services is and how they do business. Mission Statements answer four key questions about your APS Program: • Who do we serve? • What needs do they have that we can fulfil? • How do we meet those needs? How do we make the clients' lives better? • Does it link directly to the Vision Statement? **Note**: if you are a part of a larger organization, does it have its Mission Statement? If so, you may want to adapt it for your own program.	The mission of Alabama Adult Protective Services is to support and enable county departments to protect elderly and disabled adults from abuse, neglect, and exploitation and prevent institutionalization. Adult Protective Services for the State of Alabama exists to protect vulnerable adults from abuse, neglect, and exploitation by investigating and providing temporary assistance until risk is minimized and services are secured.

Guiding Principles / Core Values	The Department of Human Resources works from a Social Work framework that outlines core values and ethics which serves as a guide to everyday professional conduct.
Guiding Principles or Core Values guide internal processes and client interactions for your APS Program. **Note**: if you are a part of a larger organization, does it have its own set of Guiding Principles or Core Values? If so, you may want to adapt it for this program.	The values for the Alabama APS program guiding principle and core values are: • We respect the rights of every vulnerable adult and treat them with dignity and respect and provide them with the support/assistance as needed, by identifying level of care needs, to avoid unnecessary institutionalization • We will continue to strive for excellence through logical decision-making according to Adult Protective Service policy that is client focused, data-driven and evidence based • We will maintain the highest integrity in providing client services, working with community partners and other State Agencies while striving to meet the needs of our clients and their families • We will continually work to develop the skills and competencies of our workforce • We will continually work to advance and upgrade our program so that we will continue to grow as an APS program, providing needed resources to ensure the continued safety of our aging population within this great State • We will work to protect the safety of the vulnerable population by assessing reports of abuse, neglect, and exploitation in a timely manner and providing needed assistance as identified

Goals for Program Improvement	Goals:
These are goals to be obtained in order to move your APS program from current practices to your Vision. Now that you have new funds targeted for your work with APS, what can be enhanced or improved in your current program? These goals must meet the APS Formula Grant requirements. It is recommended these goals become SMART goals (specific, measurable, actionable, and timely). Using the results of your Environmental Scan, identify key issues that need to be addressed during this planning cycle. These are goals to move your APS Program from current practices to your Vision #1.	1. Provide adult case aide services in the State of Alabama through a private contractor to reduce the risk of abuse, neglect, and exploitation to vulnerable adults 2. Creation of dashboards to track the effectiveness of case aide services using data systems developed to provide updates at the state and local level to determine the impact on vulnerable adults 3. To increase awareness through public service campaigns and increase the number of licensed Adult Foster Homes aimed at reducing unnecessary institutionalization

Targeted Improvement Projects

Using the results of your Environmental Scan and PESTEL, describe the targeted improvements and enhancements needed for this planning cycle.

Your improvements should be concrete, measurable, and complete.

WHY is this improvement needed?
What **Purpose** or **NEED** will it fill?
What **RESOURCES** will be used?
What **ACTIVITIE**S will it entail?
What are the direct **OUTPUTS** of the activities? What are the intended results and how will clients benefit?

See example on next page.

- We will use ARPA grant funds to provide case aide services to vulnerable adults that will provide general household support activities designed to increase the likelihood where the adult can remain in the home in a safe, sanitary environment and reduce unnecessary more restrictive out of home placements
- We will use ARPA grant funds to make needed updates to our current data tracking system and create new dashboards that will provide us with the ability to track safety and placement information of vulnerable adults who receive case aide services
- We will use ARPA grant funds to conduct statewide Adult Foster Home recruitment campaigns to increase the number of approved foster homes which will assist with placement resources for vulnerable adults to prevent inappropriate institutionalization by maintaining the client in the least restrictive environment
- Provide adult case aide services to approximately 500 clients per year, with plans to increase the number served over the next two years, to reduce the risk of neglect, abuse, and exploitation to vulnerable adults to prevent inappropriate institutionalization

EXAMPLE: Illustrate targeted improvements using a Logic Model Framework

Purpose/Needs to be filled by ARPA Funds	Inputs (Resources Deployed)	Activities	Outputs from Investment	Short-Term Outcomes	Long-Term Outcomes
The need for case aide services to avoid inappropriate institutionalization of older adults and adults with disabilities	Private Contractor will provide field supervision for case aides they hire that will provide case aide services to counties statewide $1,037,384.00	Services listed below will be completed by the case aides and are included in the contractor funding and below services will be provided statewide: **APRA1 Project 1:** • Light sweeping • Routine cleaning • Changing bed linens • Light laundry • Mopping • Light housekeeping • Transportation • Assist with grocery shopping • Meal / menu planning	Initially, 40 case aides will be hired to serve approximately 500 clients.	Reduce the risk of neglect, abuse, and exploitation and inappropriate institutionalization	Adult Case Aide services to reduce the risk of abuse, neglect, and exploitation to prevent inappropriate institutionalization

		• Budgeting			
The need to track the effectiveness of case aide services using dashboards to determine the impact on vulnerable adults	State Information Services Division / Contract Staff $54,400.00	**APRA 1 Project 2:** Additions made to our current tracking system so new dashboards can be developed to track case aide information during the first year	As information is available in our data tracking system, new dashboards will be created for monitoring purposes	By 2022, 4 dashboards will be created to capture client data specific to the effectiveness of case aide services impacting unnecessary institutionalization	The ability to build on data that can be captured to show how services being provided has helped to reduce institutionalization
Increase the awareness of the need for Adult Foster Homes aimed at reducing unnecessary institutionalization	Alabama Broadcast Association (ABA) $59,833.00 Alabama Press Association (APA), $62,000.00 Recruitment Packet $40,015.00	**APRA 1 Project 3:** Advertisement through radio, television, newspapers, and purchase recruitment materials such as banners, brochures, flyers and tablecloths statewide	Recruit at least 1 Adult Foster Home in every county from the Foster Home Recruitment Campaign	Increase the number of licensed Adult Foster Homes statewide.	By licensing adult foster homes in the State of Alabama the unnecessary institution rates will begin to decrease by having additional placement options for adults in need of protection

	Total Recruitment: $161,848.00				
The need for case aide services to avoid inappropriate institutionalization of older adults and adults with disabilities.	Private Contractor will provide field supervision for case aides they hire that will provide case aide services to counties statewide $2,576,368.00	**APRA 2 Project 1:** • Light sweeping • Routine cleaning • Changing bed linens • Light laundry • Mopping • Light housekeeping • Transportation • Assist with grocery shopping • Meal / menu planning • Budgeting • etc	Increase the number to 7 additional case aides in 2023 while increasing the number of clients served over the next two years	Reduce the risk of neglect, abuse, and exploitation and inappropriate institutionalization	Adult Case Aide services to reduce the risk of abuse, neglect, and exploitation to prevent inappropriate institutionalization

| The need to track the effectiveness of case aide services using dashboards to determine the impact on vulnerable adults | State Information Services Division / Contract Staff $44,809.00 | **ARPA 2 Project 2** Additions made to our current tracking system so new dashboards can be developed to track case aide information | As information is available in our data tracking system, new dashboards will be created for monitoring purposes | By 2024, two additional dashboards will be created to capture client data specific to the effectiveness of case aide services impacting unnecessary institutionalization. The ability to build on data that can be captured to show how services being provided has helped to reduce institutionalization | The ability to build on data that can be captured to show how services being provided has helped to reduce institutionalization |

Budget / Spending Plan for ARPA funds – Semi-annually for 3 to 5 years

Budget/Spending Plan will be used to enhance, improve, and expand the ability of APS workers to investigate allegations of abuse, neglect, and exploitation. Be sure to use separate line items for each major improvement project.

Operational Plan Submission due by __January 31, 2022__.

ARPA 1- First Grant Allocation - August 2021 - September 2023

	Description	2022 Period 1	2022 Period 2	2023 Period 1	2023 Period 2	Total
Project 1	**Case Aides**	$259,346.00	$259,346.00	$259,346.00	$259,346.00	**$1,037,384.00**
Project 2	**Dashboards**	$13,600.00	$13,600.00	$13,600.00	$13,600.00	**$54,400.00**
Project 3	**Recruitment**	$121,833.00	$40,015.00			**$161,848.00**
Total		$394,779.00	$312,961.00	$272,946.00	$272,946.00	**$1,253,632.00**

ARPA 2- Second Grant Allocation - August 2022 September 2024

	Description	2023 Period 1	2023 Period 2	2024 Period 1	2024 Period 2	Total
Project 1	Case Aides	$644,092.00	$644,092.00	$644,092.00	$644,092.00	**$2,576,368.00**
Project 2	Dashboards and maintenance	$11,202.25	$11,202.25	$11,202.25	$11,202.25	**$44,809.00**
Total		**$655,294.25**	**$655,294.25**	**$655,294.25**	**$655,294.25**	**$2,621,177.00**

Summary of ARPA 1 + ARPA 2 Expense

	2022 Period 1	2022 Period 2	2023 Period 1	2023 Period 2	2024 Period 1	2024 Period 2	Total
Summary	$394,779.00	$312,961.00	$928,240.25	$928,240.25	$655,294.25	$655,294.25	**$3,874,809.00**