

State Plan for Independent Living (SPIL) for Delaware for 2017-2019

General Information

Designated Agency Identification

State: Delaware

Agency: Delaware Division of Vocational Rehabilitation

Plan for: 2017-2019

Submitted in fiscal year: 2016

View grant [90IS0062-01](#) in the Grant Award screen.

Part I: Assurances

Section 1: Legal Basis and Certifications

1.1 The designated State unit (DSU) eligible to submit the State Plan for Independent Living (SPIL or the plan) and authorized under State law to perform the functions of the State under the State Independent Living Services (SILS) and Centers for Independent Living (CIL) programs.

Delaware Division of Vocational Rehabilitation

1.2 The separate State agency eligible to submit the plan and authorized under State law to provide vocational rehabilitation (VR) services to individuals who are blind.

Delaware Division for the Visually Impaired

1.3 The Statewide Independent Living Council (SILC) that meets the requirements of section 705 of the Act and is authorized to perform the functions outlined in section 705(c) of the Act in the State.

Delaware Statewide Independent Living Council

1.4 The DSU and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, and the SILC are authorized to jointly develop, sign and submit this SPIL on behalf of the State, and have adopted or otherwise formally approved the SPIL. Yes

1.5 The DSU, and, if applicable, the separate State agency authorized to provide VR services to individuals who are blind, may legally carry out each provision of the plan and will comply with all applicable Federal statutes and regulations in effect with respect to the three-year period it receives funding under the SPIL. Yes

1.6 The SPIL is the basis for State operation and administration of the program. All provisions of the SPIL are consistent with State law. Yes

1.7 The representative of the DSU and, if applicable, of the separate State agency authorized to provide VR services to individuals who are blind, who has the authority under State law to receive, hold, and disburse Federal funds made available under the SPIL and to submit the SPIL jointly with the SILC chairperson is Andrea Guest, Director, Division of Vocational Rehabilitation and Daniel Madrid, Director, Division for the Visually Impaired.

Section 2: SPIL Development

2.1 The plan shall be reviewed and revised not less than once every three years, to ensure the existence of appropriate planning, financial support and coordination, and other assistance to appropriately address, on a statewide and comprehensive basis, the needs in the State for:

- The provision of State independent living services;

- The development and support of a statewide network of centers for independent living;
- Working relationships between programs providing independent living services and independent living centers, the vocational rehabilitation program established under title I, and other programs providing services for individuals with disabilities.

Yes

2.2 The DSU and SILC conduct public meetings to provide all segments of the public, including interested groups, organizations and individuals, an opportunity to comment on the State plan prior to its submission to the Commissioner and on any revisions to the approved State plan. Yes

2.3 The DSU and SILC establish and maintain a written description of procedures for conducting public meetings in accordance with the following requirements. The DSU and SILC shall provide:

- appropriate and sufficient notice of the public meetings;
- reasonable accommodation to individuals with disabilities who rely on alternative modes of communication in the conduct of the public meetings, including providing sign language interpreters and audio-loops; and
- public meeting notices, written material provided prior to or at the public meetings, and the approved State plan in accessible formats for individuals who rely on alternative modes of communication.

Yes

2.4 At the public meetings to develop the State plan, the DSU and SILC identify those provisions in the SPIL that are State-imposed requirements beyond what would be required to comply with the regulations in 34 CFR parts 364, 365, 366, and 367. Yes

2.5 The DSU will seek to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under a project funded under chapter 2 of title VII of the Act and that the DSU determines to be effective. Yes

2.6 The DSU and SILC actively consult, as appropriate, in the development of the State plan with the director of the Client Assistance Program (CAP) authorized under section 112 of the Act. Yes

Section 3: Independent Living Services

3.1 The State, directly or through grants or contracts, will provide IL services with Federal, State, or other funds. Yes

3.2 Independent living services shall be provided to individuals with significant disabilities in accordance with an independent living plan mutually agreed upon by an appropriate staff

member of the service provider and the individual, unless the individual signs a waiver stating that such a plan is unnecessary. Yes

3.3 All service providers will use formats that are accessible to notify individuals seeking or receiving IL services under chapter 1 of title VII about:

- the availability of the CAP authorized by section 112 of the Act;
- the purposes of the services provided under the CAP; and
- how to contact the CAP.

Yes

3.4 Participating service providers meet all applicable State licensure or certification requirements. Yes

Section 4: Eligibility

4.1 Any individual with a significant disability, as defined in 34 CFR 364.4(b), is eligible for IL services under the SILS and CIL programs authorized under chapter 1 of title VII of the Act. Any individual may seek information about IL services under these programs and request referral to other services and programs for individuals with significant disabilities, as appropriate. The determination of an individual's eligibility for IL services under the SILS and CIL programs meets the requirements of 34 CFR 364.51. Yes

4.2 Service providers apply eligibility requirements without regard to age, color, creed, gender, national origin, race, religion or type of significant disability of the individual applying for IL services. Yes

4.3 Service providers do not impose any State or local residence requirement that excludes any individual who is present in the State and who is otherwise eligible for IL services from receiving IL services. Yes

Section 5: Staffing Requirements

5.1 Service provider staff includes personnel who are specialists in the development and provision of IL services and in the development and support of centers. Yes

5.2 To the maximum extent feasible, a service provider makes available personnel able to communicate:

- with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication, nonverbal communication devices, Braille or audio tapes, and who apply for or receive IL services under title VII of the Act; and
- in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act.

Yes

5.3 Service providers establish and maintain a program of staff development for all classes of positions involved in providing IL services and, if appropriate, in administering the CIL program. The staff development programs emphasize improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy. Yes

5.4 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will take affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act. Yes

Section 6: Fiscal Control and Fund Accounting

6.1 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will comply with applicable EDGAR fiscal and accounting requirements and will adopt those fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for those funds. Yes

Section 7: Recordkeeping, Access and Reporting

7.1 In addition to complying with applicable EDGAR recordkeeping requirements, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will maintain records that fully disclose and document:

- the amount and disposition by the recipient of that financial assistance;
- The total cost of the project or undertaking in connection with which the financial assistance is given or used;
- the amount of that portion of the cost of the project or undertaking supplied by other sources;
- compliance with the requirements of chapter 1 of title VII of the Act and Part 364 of the regulations; and
- other information that the Commissioner determines to be appropriate to facilitate an effective audit.

Yes

7.2 With respect to the records that are required by 34 CFR 364.35, all recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will submit reports that the Commissioner determines to be appropriate. Yes

7.3 All recipients of financial assistance under parts B and C of chapter 1 of title VII of the Act will provide access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, to the records listed in 34 CFR 364.37 for the purpose of conducting audits, examinations, and compliance reviews. Yes

Section 8: Protection, Use and Release of Personal Information

8.1 Each service provider will adopt and implement policies and procedures to safeguard the confidentiality of all personal information, including photographs and lists of names in accordance with the requirements of 34 CFR 364.56(a)(1-6). Yes

Section 9: Signatures

As the authorized signatories, we will sign, date and retain in the files of the state agency(ies) and the Statewide Independent Living Council the Part I: Assurances, 1-8, and the separate Certification of Lobbying forms ED-80-0013 (available in [MS Word](#) and [PDF](#) formats) for the state independent living program (Part B) and the centers for independent living program (Part C).

The effective date of this SPIL is October 1, 2016.

Section 9: Signature for SILC Chairperson

Name Monica Edgar

Title Delaware SILC Chairperson

Signed? Yes

Date signed 06/27/2016

Section 9: Signature for DSU Director

Name Andrea Guest

Title Director, Division of Vocational Rehabilitation

Signed? Yes

Date signed 06/27/2016

Section 9: Signature for Separate State Agency for Individuals Who Are Blind

Is there a Separate State Agency for Individuals Who Are Blind? Yes

Name Daniel Madrid

Title Director, Division for the Visually Impaired

Signed? No

Date signed

Part II: Narrative: Section 1 - Goals, Objectives and Activities

Section 1: Goals, Objectives and Activities

1.1 Goals and Mission

Describe the overall goals and mission of the State's IL programs and services. The SPIL must address the goals and mission of both the SILS and the CIL programs, including those of the State agency for individuals who are blind as they relate to the parts of the SPIL administered by that agency.

Goal Name:Independent Living Services System

Goal Description:

People with Disabilities in Delaware receive needed services from the current Independent Living services delivery system.

Goal Name:Core Services Provided By Network of Centers

Goal Description:

In Delaware the existing Network of Centers provides State-wide IL services (i.e., Individual & Systems Advocacy; Information and Referral; Peer Support; Independent Living Skills Training, and Transition Services) efficiently and effectively.

Goal Name:Community Based Alternatives

Goal Description:

The Network of CILs assists individuals with significant disabilities who seek to leave nursing homes and other institutions in gaining access to assistance and support needed to successfully transition and independently live in the community.

Goal Name:Outreach

Goal Description:

Outreach by the CILs, DVI, and DVR in collaboration with the SILC, will promote the mission of the Delaware SPIL throughout the disability community in Delaware.

Goal Name:

Goal Description:

1.2 Objectives

1.2A. Specify the objectives to be achieved and the time frame for achieving them.

Goal(s) from Section 1.1	Objective to be achieved	Time frame start date	Time frame end date
Independent Living Services System	<p>Goal 1 Objective 1A: Delawareans with significant disabilities make informed choices to achieve full inclusion in society through independent living services.</p> <p>Goal 1: Activity 1 A.1: The Division of Vocational Rehabilitation's Office of Independent Living provides Independent Living Services to people with significant disabilities by providing rehabilitation and assistive technology such as home modifications, stair and vertical lifts, assistive technology devices, and van modifications, etc.</p> <p>Goal 1: Activity 1 A.2: Expanding independent living skills training and peer support services through contracts with community service providers through the use of IL Part B funds. DVR will distribute/submit contracts, awarded through RFP process.</p> <p>Goal 1: Activity 1 A.3: Providing comparable benefits for independent living clients through the coordination of independent living case management services for Managed Care Organizations and the Division of Services for Aging and Adults with Physical Disabilities.</p> <p>Goal 1: Activity 1 A.4: Assisting with the transition of individuals with significant disabilities from institutions to the community or diverting individuals with significant disabilities from moving into institutions through the provision of independent living services. .</p> <p>Goal 1: Activity 1 A.5: 80% of persons with disabilities who receive services report that they have services that address their needs as measured by the Consumer Satisfaction Survey.</p>	10/01/2016	09/30/2019

<p>Independent Living Services System</p>	<p>Goal 1 Objective 1B: Delawareans who are visually impaired make informed choices to achieve full inclusion in society through independent living services.</p> <p>Goal 1: Activity 1 B.1: Increasing services provided to individuals ages 18-54 by 5% each year during the SPIL period including activities of daily living, low vision services, and other areas through the IL training and the provision of devices as determined by IL plans.</p> <p>Goal 1: Activity 1 B.2: Increasing access to wellness opportunities for individual who are blind and visually impaired statewide.</p> <p>Goal 1: Activity 1 B.3: Fostering professional growth and development of Vision Rehabilitation Professionals through distance learning, continuing education options, and attending conferences.</p> <p>Goal 1: Activity 1 B.4: Make the public more knowledgeable about visual impairments, vision rehabilitation services, and meeting the needs of the visually impaired.</p> <p>Goal 1: Activity 1 B.5: 80% of persons with disabilities who receive services report that they have services that address their needs as measured by the Consumer Satisfaction Survey.</p> <p>Goal 1: Activity 1 B.6: The number of outreach and awareness activities to public and non-profit organizations will increase by 2 each year for the SPIL Period.</p> <p>The number of Delawareans with disabilities who access needed services increases by targeted 5% each year for the SPIL period.</p>	<p>10/01/2016</p>	<p>09/30/2019</p>
<p>Core Services Provided By Network of Centers</p>	<p>Goal 2 Objective 2A: CIL Network sustains a Memorandum of Understanding to ensure that Delaware's Network of Centers continue to work together to expand and improve IL outreach and services statewide.</p> <p>Goal 2: Activity 2 A.1: The CILs will maintain interactive websites that are user-friendly with links to information, applications, and other resources</p>	<p>10/01/2016</p>	<p>09/30/2019</p>

	<p>necessary for consumers to identify and access those programs and services they may require to maintain an active life in their community, and contain contact information for all Delaware CIL locations.</p> <p>Goal 2: Activity 2 A.2: The CILs will annually distribute at least 500 informational resources including brochures and Power Point presentation materials that present a description of the CIL network's philosophy, and Independent Living services uniformly and consistently, and contain contact information for all Delaware CIL locations.</p> <p>Goal 2: Activity 2 A.3: The CILs will maintain brochures and materials in English and Spanish languages, as well as in electronic format in order to facilitate communication with individuals in Delaware who require alternate formats to increase CIL outreach. The outreach materials will include information on all Delaware CIL locations.</p> <p>Goal 2: Activity 2 A.4: The CILs will maintain Power Point presentations describing the CIL network, philosophy, Independent Living Movement, and Independent Living services uniformly and consistently in English and Spanish. The presentations shall include contact information for all Delaware CIL locations and be available for use by CIL staff.</p> <p>Goal 2: Activity 2 A.5: CILs will exhibit at a minimum of three (3) conferences and/or workshops annually to assure a consistent and uniform presentation of the CIL network, philosophy, and availability of Independent Living resources.</p> <p>Goal 2: Activity 2 A.6: The CILs will continue to utilize a standardized Consumer Satisfaction Survey to gage/ monitor Consumer Satisfaction with Independent Living services statewide. Obtain an overall satisfaction rating of at least 80%.</p>		
<p>Core Services Provided By Network of Centers</p>	<p>Goal 2: Objective 2B: CILs work together to expand and improve the delivery of Independent Living services that they collectively provide and ensure that consumers can access those services at the CIL of their choice.</p>	<p>10/01/2016</p>	<p>09/30/2019</p>

	<p>Goal 2: Activity 2 B.1: Through a Letter of Understanding, 100% of the communities in Delaware are afforded access to Independent Living Services. The Letter of Understanding identifies which CIL has default responsibility for providing services for all three counties in the state.</p> <p>Goal 2: Activity 2 B.2: Although the Letter of Understanding indicates that each CIL will cover a designated area, individuals may elect to receive services at the CIL of their choice as specified in the Letter of Understanding.</p>		
Core Services Provided By Network of Centers	<p>Goal 2: Objective 2C: All Centers for Independent Living will continue to provide the five (5) core independent living services to persons with disabilities in conformance with uniform definitions for those services, and the consumer's Independent Living Plan.</p> <p>Goal 2: Activity 2 C.1: 100% of the CILs will offer individual and systems advocacy services.</p> <p>Goal 2: Activity 2 C.2: 100% of the CILs will offer peer counseling and support services.</p> <p>Goal 2: Activity 2 C.3: 100% of the CILs will offer independent living skills training.</p> <p>Goal 2: Activity 2 C.4: 100% of the CILs will offer information and referral services.</p> <p>Goal 2: Activity 2 C.5: 100% of the CILs will offer transition services.</p>	10/01/2016	09/30/2019
Community Based Alternatives	<p>Goal 3 Objective 3A: The Network of CILs will promote and support the ideology that Delawareans with Disabilities be fully integrated and included in to the mainstream of American Society through education, technical assistance, and outreach.</p> <p>Goal 3: Activity 3 A.1: The CILs will provide information to individuals with significant disabilities currently residing in nursing homes and other institutions and their families or guardians regarding their options for obtaining the services required for community based alternative living arrangements.</p>	10/01/2016	09/30/2019

	<p>Goal 3: Activity 3 A.2: The CILs will, upon request, educate social workers and other relevant staff in nursing homes and other institutions who work with residents with disabilities about community living options and resources available, should those residents choose to explore and pursue community based living alternatives</p> <p>Goal 3: Activity 3 A.3: The CILs will educate the community, State agencies, and councils with regard to the availability of community transition options and the need for additional supports and resources.</p>		
<p>Outreach</p>	<p>Goal 4: Objective 4A: The CILs, Agency for the Blind (DVI), and the DVR, in collaboration with the SILC will, upon request, educate members of the Delaware Legislature, other agencies, and stakeholders regarding the issues and benefits of increasing community based services for persons with disabilities; and thereby their self-determination and community living options. The CILs will educate their consumers of the IL system in preparation for any request for information by the legislature, agencies, or other stakeholders.</p> <p>Goal 4: Activity 4 A.1 : The programs under the SPIL will collaborate with other disability related organizations to cross promote educational and other issues affecting people with disabilities. Such collaboration will increase awareness and availability of CIL, DVR, and SILC programs and services. Contact may take place by way of e-mail, face-to-face meetings and by attending public events.</p> <p>Goal 4: Activity 4 A.2: The programs under the SPIL will disseminate information on disability resources, funds and grant opportunities with potential partners via open, bi-monthly SILC Meetings</p> <p>Goal 4: Activity 4 A.3: One of the educational efforts of the programs noted in the SPIL will be to recruit potential members of the SILC, particularly individuals representing a cross section of disabilities. SILC meetings will be publically announced by listing on the SILC website, SILC Facebook page, State Calendar of events, and on the Centers for Independent Living websites.</p>	<p>10/01/2016</p>	<p>09/30/2019</p>

	<p>Goal 4: Activity 4 A.4: The Delaware SILC will expand and improve IL services and present findings and recommendations to Federal, State, and local policy makers to enhance IL services. In order to be better prepared to educate stakeholders and to carry out the functions of the SPIL, some staff of the CILs, DVI, DVR, and members of the SILC will receive training on Independent Living through participation in State, Local and National workshops, conferences and webinars. Financial support will be allotted over the next three years to educate SILC members on local and national issues through training in state and several regional and national events and conferences.</p>		
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1.2 Objectives

1.2B Describe the steps planned regarding outreach to populations in the State that are unserved or underserved by programs under title VII, including minority groups and urban and rural populations.

- Identify the populations to be designated for targeted outreach efforts

Delaware being a small state is unique in its targeted outreach to populations in geographic areas. The Delaware SILC realizes the results of various sources' needs assessment may change Delaware's un-served and underserved focus. Currently we have identified four populations statewide; (1) Individuals with Hearing loss (2) Individuals with disabilities within the Hispanic population (3) Residents of Institutions (4) Individuals with Mental Health disabilities.

- Identify the geographic areas (i.e., communities) in which the targeted populations reside

DVR, DVI and the Network of Centers have staff responsible for public relations and outreach efforts in New Castle, Kent, and Sussex Counties. DVR, DVI and the Network of Centers have developed marketing plans that will promote the agencies in four ways. They include maintaining interactive and accessible web-sites, enhancing collaboration with like agencies in order to cross-promote programs, enhancing outreach efforts to engage underrepresented populations, eliciting more referrals from the community to promote services, and maintain locations in New Castle, Kent, and Sussex Counties.

- Describe how the needs of individuals with significant disabilities from minority group backgrounds will be addressed

DVR, DVI and the Network of Centers are committed to promoting the participation of traditionally underserved individuals from minority backgrounds and groups in all aspects of independent living services and the independent living movement. The current and previous State Plans led to substantial progress in serving a broader range of culturally diverse communities in both urban and rural geographic areas of Delaware. Targeted outreach projects

include distribution of IL brochures that are available in English, Spanish, and Braille, participation in a variety of community fairs and outreach efforts, quarterly newsletters and public media advertisements.

1.3 Financial Plan

Describe in sections 1.3A and 1.3B, below, the financial plan for the use of Federal and non-Federal funds to meet the SPIL objectives.

1.3A Financial Plan Tables

Complete the financial plan tables covering years 1, 2 and 3 of this SPIL. For each funding source, provide estimated dollar amounts anticipated for the applicable uses. The financial plan table should include only those funding sources and amounts that are intended to support one or more of the objectives identified in section 1.2 of the SPIL. To the extent possible, the tables and narratives must reflect the applicable financial information from centers for independent living. Refer to the SPIL Instructions for additional information about completing the financial tables and narratives.

Year 1 - 2017 Approximate funding amounts and uses

Sources	SILC resource plan	IL services	General CIL operations	Other SPIL activities
Title VII Funds				
Title VII Funds Chapter 1, Part B	12000	263350		30000
Title VII Funds Chapter 1, Part C			839761	
Title VII Funds Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)				
Other Federal funds - other				
Non-Federal funds - State funds		34890		
Non-Federal funds - Other				
Total	12000	298240	839761	30000

Year 2 - 2018 Approximate funding amounts and uses

Sources	SILC resource plan	IL services	General CIL operations	Other SPIL activities
Title VII Funds				
Title VII Funds Chapter 1, Part B	13000	262350		30000
Title VII Funds Chapter 1, Part C			839761	
Title VII Funds Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)				
Other Federal funds - other				
Non-Federal funds - State funds		34890		
Non-Federal funds - Other				
Total	13000	297240	839761	30000

Year 3 - 2019 Approximate funding amounts and uses

Sources	SILC resource plan	IL services	General CIL operations	Other SPIL activities
Title VII Funds				
Title VII Funds Chapter 1, Part B	14000	261350		30000
Title VII Funds Chapter 1, Part C			839761	
Title VII Funds Chapter 2, OIB (only those provided by the OIB grantee to further a SPIL objective)				
Other Federal funds - Sec. 101(a)(18) of the Act (Innovation and Expansion)				
Other Federal funds - other				
Non-Federal funds - State funds		34890		

Non-Federal funds - Other				
Total	14000	296240	839761	30000

1.3B Financial Plan Narratives

1.3B(1) Specify how the part B, part C and chapter 2 (Older Blind) funds, if applicable, will further the SPIL objectives.

The SILC resource plan will be funded with Part B funds. The majority of Part B resources will be used for direct services to consumers at a cost of \$916,050 over three years.

DVR plans to use \$649,641 over three years to administer and provide IL services to individuals with significant disabilities. These funds will be used for projects such as home modifications, stair lifts, vertical lifts, assistive technology devices, and vehicle modifications, etc.

DVI plans to use \$137,409 over three years to provide IL services to individuals who are blind and visually impaired with significant disabilities in the areas of IL skills training, low vision and activities of daily living devices, training, peer support counseling, exams, outreach, interpreters, and professional development.

Delaware will review studies, analyses, and develop model policies and procedures. The Delaware DSE will demonstrate ways to expand and improve IL services and present findings and recommendations to Federal, State, and local policy makers to enhance IL services.

Delaware's Network of Centers will spend \$2,519,283 for general operations of the Centers to provide Information and Referral, Peer Support, Independent Living Skills Training, Advocacy, and Transition Services during this 3 year plan.

1.3B(2) Describe efforts to coordinate Federal and State funding for centers and IL services, including the amounts, sources and purposes of the funding to be coordinated.

In Delaware, people with disabilities are motivated to expand consumer control. Disability-focused organizations may apply, via an RFP process, for contracts over the three-year SPIL timeframe to provide IL Core Services to the disability community, specifically for peer support and IL skills training. The DSE will award a maximum of \$30,000 per fiscal year. The DSE will also monitor the activities of the organizations and provide feedback as appropriate. These organizations will provide a report of the activities at scheduled SILC meetings. The disability organizations will coordinate activities in an effort to cover geographic areas and a wide range of disabilities. The Request for Proposals and contracts of Part B funds are disbursed and accounted for by the DSE with advice from the SILC.

1.3B(3) Describe any in-kind resources including plant, equipment or services to be provided in support of the SILC resource plan, IL services, general CIL operations and/or other SPIL objectives.

The Network of Centers will provide in-kind resources to the SILC in areas such as hosting SILC meetings, webinars, teleconferencing, and copying documents and materials.

The Delaware Division of Vocational Rehabilitation is the DSE that is designated to receive, account for and disburse funds, and provide administrative support services for the Part B State IL services program. The DSE monitors the Case Service Records, Computer applications for reporting purposes, and administrative records of the Part B program.

The Division for the Visually Impaired has Vision Rehabilitation Therapists who provide direct consumer services, primarily IL skills training.

1.3B(4) Provide any additional information about the financial plan, as appropriate.

N/A

1.4 Compatibility with Chapter 1 of Title VII and the CIL Work Plans

1.4A Describe how the SPIL objectives are consistent with and further the purpose of chapter 1 of title VII of the Act as stated in section 701 of the Act and 34 CFR 364.2.

The DVR, DVI, and the Network of Centers continue to promote a philosophy of consumer driven Independent Living services and a public policy agenda that results in systemic change. This is a statewide goal/objective in Delaware.

1.4B Describe how, in developing the SPIL objectives, the DSU and the SILC considered and incorporated, where appropriate, the priorities and objectives established by centers for independent living under section 725(c)(4) of the Act.

The SILC, Network of Centers, DVI, and the DVR were active participants in the development of Delaware's State Plan. SPIL goals and objectives were incorporated from the 704 data and results from consumer satisfaction survey data from the Network of Centers. The CIL Directors attended and were active participants in plan development sessions.

1.5 Cooperation, Coordination, and Working Relationships Among Various Entities

Describe the steps that will be taken to maximize the cooperation, coordination and working relationships among the SILS program, the SILC, and centers; the DSU, other State agencies represented on the SILC and other councils that address the needs of specific disability populations and issues; and other public and private entities determined to be appropriate by the SILC.

The description must identify the entities with which the DSU and the SILC will cooperate and coordinate.

The DVR and the Division of Services for Aging and Adults with Physical Disabilities (DSAAPD) partner in a cost sharing program. DSAAPD has entered into an agreement with the DVR to provide home modifications and assistive technology for their clients. This Project management helps streamline services for home modification and assistive technology. It also

puts more money into the funding stream which helps clients and consumers receive services they may not receive because of lack of funding otherwise.

DVI's liaisons are Advisory Board Members of the Delaware Assistive Technology Initiative (DATI), whose primary goals are systems change and improving public awareness and access to information related to assistive technology. In addition, DATI provides training on available assistive technology. Both DVR and DVI refer consumers to DATI for technological assistance and support and/or guidance. This has always been a healthy relationship and will continue to grow stronger with the expanded resources in the State.

The IL system in Delaware has determined that Disaster Preparedness continues to be an important initiative. The Network of Centers and DVI in collaboration with the DSE and the SILC will review and provide technical assistance to Delaware's Disaster Preparedness Plan and coordinate with the appropriate agencies.

1.6 Coordination of Services

Describe how IL services funded under chapter 1 of title VII of the Act will be coordinated with and complement other services to avoid unnecessary duplication with other Federal, State, and local programs, including the OIB program authorized by chapter 2 of title VII of the Act, that provide IL- or VR-related services.

Delaware's small size lends to its ability to maximize coordination between agencies and organizations and not duplicate service provision. There is a great deal of coordination between the DSE and many State agencies, non-profit organizations, and consumers. For example, the DVR, the Division of Services for Aging and Adults with Physical Disabilities, and a few other organizations have agreements to share the cost of providing services such as home modifications, assistive technology, vehicle assessment, vehicle modification, and services to individuals who are eligible for multiple funding sources.

The SPIL addresses issues with special education, developmental disabilities, mental health, and other important topics through cross-participation on councils, boards, and committees throughout Delaware. The members and ex-officio members of the SILC and representatives of the Network of Centers sit on many other councils, boards, and committees to stay abreast of related issues facing the disability community as a whole, bringing the information back to the SILC through individual reports. Participation also reduces duplication of effort among the organizations.

Committees on which IL representatives sit include:

Division of Substance Abuse and Mental Health Advisory Board

Sub-Committee Council On Deaf and Hard of Hearing Equality

First State Community Action for the Mentally Ill

Vocational Rehabilitation Advisory Council for the Visually Impaired

Independent Living Advisory Committee Board Member

DEXSTA Federal Credit Union Board Member

Member of the Delaware Assistive Technology Board

Member of the Delaware Library Access Services Advisory council

National Federation of the Blind of Delaware

Governor's Committee on Employment of People with Disabilities

PAIR (Protection for Advocacy and Individual Rights) Advisory Council

Stakeholders group for AT Low Interest Loan Program

Governors Commission for Community Based Alternatives for Persons with Disabilities(GCCBAP)

GCCBAP Committee on Housing

Commissions Committee on Money Follows the Person, Health Care and Assessment

State Council for Persons with Disabilities

SCPD Sub-committee on Housing

SCPD Sub-committee on Policy and Law

Elderly and Disabled Transit Advisory Committee

Fair Housing Task Force (under the Human Relations Commission)

ADAPT (American Disabled for Attendant Programs Today) Delaware

Delaware Emergency Preparedness for Persons With Disabilities

Medical Care Advisory Committee

Center for Disability Studies Advisory Committee

Developmental Disabilities Council (DDC)

DDC Executive Committee

DDC Adult Issues Committee

Partners Oversight Committee

DelARF (Delaware Association of Rehabilitation Facilities) Physical Disabilities Commission

Goodwill Industries of Delaware

President's Committee on Employment of People with Disabilities

Delaware's Disability Awareness Program (DAP) in Delaware schools

Easter Seals

Architectural Accessibility Board, State of Delaware

Client Assistance Program

State Rehabilitation Council Member (General)

United We Ride Member

Governor's Advisory Council for Exceptional Citizens

Committee for Delaware's Annual Disability Ball

Treasurer for Hockessin Glen Community Association

Governor's Advisory Council on Services for the Aging and Adults with Physical Disabilities

At each SILC meeting, members report on the activities of the other organizations that affect independent living. Members communicate with other agencies by giving input while representing the SILC on some of these other Boards, Councils and Committees. This provides the SILC the opportunity to be informed and connected.

The Division of Public Health, Division of Substance Abuse and Mental Health, the Division of Developmental Disability Services, and the Division of Aging and Adults with Physical Disabilities are all sister agencies of DVI, within the Department of Health and Social Services. These divisions along with seven others comprise our state's health and social services umbrella. The administrations of all 12 divisions meet on a regular basis and share information and resources. This information is shared within the agencies and related topics are shared with the SILC. In addition, the SILC works with several public health programs to promote awareness and ensure access to needed care (i.e. diabetes, vaccines, and emergency preparedness).

Both DVR and DVI have separate VR programs that work with transition students and partner with special education programs. Internally, VR identifies cases that are not employment or education related and refers to IL for services or cost-sharing.

1.7 Independent Living Services for Individuals who are Older Blind

Describe how the DSU seeks to incorporate into, and describe in, the State plan any new methods or approaches for the provision of IL services to older individuals who are blind that are developed under the Older Individuals who are Blind program and that the DSU determines to be effective.

The IL Program for Older Individuals who are Blind is administered, staffed, and managed by the Division for the Visually Impaired. Services are available statewide. The Vision Rehabilitation professionals are responsible for all case processing functions related to direct service provision.

During the SPIL period, the Division for the Visually Impaired's Independent Living Services for Older Individuals who are Blind continue to focus on the approaches from the previous SPIL such as providing group training/workshops on Braille, ADL activities, and community services such as transportation and state library services. In addition, the Independent Living Program will implement new initiatives focusing on improving the physical and mental wellbeing of persons who are blind and visually impaired. Workshops will be conducted on nutrition and healthy eating options, diabetes management, the benefits of sensory gardening, the benefits of yoga and other physical activities. Individuals will also have the opportunity to participate in consumer groups designed to promote wellness initiatives. Consumers will continue to receive customized IL services in their homes as their needs dictate but are also encouraged to engage in group activities. Such activities have been demonstrated to reduce social isolation and promote independence through role modeling as well as increasing the opportunity to access quality programming on specialized topics. DVI will continue to partner with community resources to provide training at various locations. The expected outcomes include promoting wellness and wellbeing, reducing social isolation and enhancing independent living skills.

Professional Development of Vision Rehabilitation Direct Services Providers: Nationally, the vision rehabilitation field made significant steps to strengthen the bonds of the professionals who serve the visually impaired community. As a result of our strategic plan, consumer feedback, and national initiatives, the Division for the Visually Impaired continues to recognize the importance of professional development and a high priority. Intense training is needed to improve knowledge, skills, and abilities to serve the visually impaired community. DVI strongly supports certification and professional development and believes there is a strong correlation to the successful achievement of IL goals/outcomes and fostering independence. For those individuals with visual impairments, eligibility for independent living services is determined by the examining physician under the following categories:

-Total Blindness - no light perception

-Legal Blindness - 20/200 or worse with correction or a field loss of 20 degrees or less

-Severely visually impaired - 20/70 or worse with correction.

-Visually ineligible - the person's acuity is not within the above listed categories or does not have a field restriction.

These visual categories are established by the Delaware Code Title 13, Section 2101 and Title 13, Section 2107. The eye report form requests general demographic information such as name, date of birth, address, social security number for identification and statistical purposes only. Religion, sex, national origin, gender, color, or creed is not required on the eye report form nor does it play a role in determining eligibility. In situations where the consumer is not a Delaware resident, DVI works with the agency that provides services to the blind and visually impaired in the respective area to ensure their IL needs are met.

Part II: Narrative: Section 2 - Scope, Extent, and Arrangements of Services

2.1 Scope and Extent

2.1A Check the appropriate boxes in the SPIL Instrument table indicating the types of IL services to be provided to meet the objectives identified in section 1.2 of this SPIL, and whether the services will be provided by the CILs or by the DSU (directly and/or through contract or grant).

Table 2.1A: Independent living services	Provided by the DSU (directly)	Provided by the DSU (through contract and/or grant)	Provided by the CILs (Not through DSU contracts/grants)
Core Independent Living Services - Information and referral	Yes	Yes	Yes
Core Independent Living Services - IL skills training	No	Yes	Yes
Core Independent Living Services - Peer counseling	No	Yes	Yes
Core Independent Living Services - Individual and systems advocacy	Yes	Yes	Yes
Counseling services, including psychological, psychotherapeutic, and related services	No	No	No
Services related to securing housing or shelter, including services related to community group living, and supportive of the purposes of this Act and of the titles of this Act, and adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by, individuals with significant disabilities)	No	No	Yes
Rehabilitation technology	Yes	Yes	No
Mobility training	No	No	No
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	No	Yes	Yes

Personal assistance services, including attendant care and the training of personnel providing such services	No	No	No
Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services	Yes	Yes	Yes
Consumer information programs on rehabilitation and IL services available under this Act, especially for minorities and other individuals with disabilities who have traditionally been unserved or underserved by programs under this Act	Yes	Yes	Yes
Education and training necessary for living in the community and participating in community activities	Yes	Yes	Yes
Supported living	No	No	No
Transportation, including referral and assistance for such transportation	Yes	Yes	Yes
Physical rehabilitation	No	No	No
Therapeutic treatment	No	No	No
Provision of needed prostheses and other appliances and devices	Yes	Yes	No
Individual and group social and recreational services	No	Yes	Yes
Training to develop skills specifically designed for youths who are individuals with significant disabilities to promote self-awareness and esteem, develop advocacy and self-empowerment skills, and explore career options	Yes	Yes	No
Services for children with significant disabilities	Yes	Yes	No
Services under other Federal, State, or local programs designed to provide resources, training, counseling, or other assistance of substantial benefit in enhancing the independence, productivity, and quality of life of individuals with significant disabilities	Yes	Yes	Yes

Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future	Yes	Yes	Yes
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	Yes	Yes	Yes
Other necessary services not inconsistent with the Act	Yes	Yes	Yes

2.1B Describe any service provision priorities, including types of services or populations, established for meeting the SPIL objectives identified in section 1.2.

The Division of Vocational Rehabilitation Services

Within DVR, IL services are provided to eligible individuals to enable them to obtain and/or maintain a personal level of independence, within their families or communities, or to continue in employment.

The DVR IL program will provide Independent Living Services: The philosophy of the IL program is to promote self-help and self-determination. In addition to all of the independent living "core" services, the program will offer services in the areas listed below:

- Counseling Services

- Services related to home modifications for individuals

- Rehabilitation Technology

- Services and training for individuals with cognitive and sensory disabilities, services related to hearing aids

- Personal assistance services via referral to the Division of Services for Aging and Adults with Physical Disabilities

- Survey and Directories through involvement with other initiatives

- Consumer information programs on rehabilitation and IL services available under the Act

- Provision of needed prostheses and other appliances and devices

- Access to group counseling or support groups via referral to CILs

- Community awareness programs to enhance the understanding and integration into society of individuals with disabilities

-Other services as necessary and not inconsistent with the Act

The Division for the Visually Impaired Services

This section describes DVI's plans for providing independent living services to individuals who are legally blind and severely visually impaired. DVI promotes a philosophy of independent living; including consumer control, peer support, self-help, self-determination, equal access, and individual and systems advocacy in order to maximize the leadership, empowerment, independence, and productivity of individuals with visual impairments and their integration and full inclusion into the main stream of society by:

1. Expanding and improving the provision of independent living services through strategic initiatives, creativity in programming and continuing education;
2. Supporting the Network of Centers through collaborative partnerships;
3. Enhancing working relationships with like organizations (i.e., other state agencies and non-profit organizations), rehabilitation service programs, CILs, SILC, supportive employment programs, Client Assistance Programs (CAPs), and other programs funded under the Rehabilitation Act, and through other Federal and non-Federal sources.

The Division for the Visually Impaired's IL Program targets for the SPIL period are, increase access to wellness opportunities for individuals who are blind and visually impaired, provide opportunities for peer support and expanded services by sponsoring group workshops and training, and supporting certification and professional development of Vision Rehabilitation Professionals.

In collaboration with the Network of Centers and the SILC, DVI will continue to explore further opportunities for the provision of the following independent living services for individuals who are legally blind and severely visually impaired:

- Independent Living Skills training
- Orientation and mobility training;
- Low vision examinations and devices;
- Adaptive equipment in conjunction with orientation
- Mobility and rehabilitation teaching
- Information and referral; assistive technology evaluations and training
- Supportive services

-Interpreter services upon request to enable an individual to access needed independent living services.

Center for Independent Living Services

Independent Resources, Inc. (IRI) and Freedom Center for Independent Living, Inc. (FCIL) are Delaware's Centers for Independent Living. Each office provides services that consumers consider critical in gaining control over their lives; services they feel will enable them to function in the community of their own choosing. The organizations foster leadership among people with disabilities and are committed to full implementation and enforcement of both human and civil rights by and on behalf of people with disabilities. The Network of Centers also acts as a resource for educating the public as well as policy makers regarding issues affecting people with disabilities.

The Network of Centers offer five services: Advocacy, Information and Referral, Peer Support/Peer Counseling, Independent Living Skills Training, and Transition Services.

Advocacy

The Network of Centers provide two kinds of advocacy: (1) Self Advocacy - which involves staff working with persons with disabilities, teaching them how to go about obtaining necessary support services from other agencies in the community; and (2) Community or Systems Advocacy - which involves staff, board members and volunteers initiating activities to make changes in the community that make it easier for persons with disabilities to access needed services.

Information and Referral

The Network of Centers maintains information on availability in the community of accessible housing, transportation and other services. An extensive network of contacts is available to assist staff in accessing needed information or to make appropriate referrals.

Peer Support/Peer Counseling

Peer support services offer a consumer the opportunity to work with another person with a disability to explore options, make informed decisions, and achieve increased self-control over his/her life.

Independent Living Skills Training

The Network of Centers offer instruction to help people with disabilities gain skills that will enable them to live more independently. This instruction is offered on a one-to-one basis when possible; course curricula are dependent on what the individual feels he/she needs most to be independent. Establishing services for the deaf and hard of hearing population continue to be a priority. The Network of Centers continue to address this need.

Transition

The Network of Centers will provide information to individuals with significant disabilities and their families or guardians, about transition out of institutions, diversion from institutions, and post-secondary youth transition. The Network of Centers will also provide information about their options for obtaining the services required for community based alternative living arrangements.

These activities are the essence of the IL system in Delaware and further the goals and objectives in the SPIL. The SILC and the majority of its partners including consumers set this as a priority to make full community integration more obtainable.

2.1C If the State allows service providers to charge consumers for the cost of services or to consider the ability of individual consumers to pay for the cost of IL services, specify the types of IL services for which costs may be charged and for which a financial need test may be applied, and describe how the State will ensure that:

- Any consideration of financial need is applied uniformly so that all individuals who are eligible for IL services are treated equally; and
- Written policies and consumer documentation required by 34 CFR 364.59(d) will be kept by the service provider.

Indicate N/A if not applicable.

Due to the Division for the Visually Impaired's growing demand for IL services, DVI continues to reserve the right to utilize an Ability to Pay Fee Schedule during the SPIL period. The Ability to Pay Fee Schedule will be applied to all services except for information and referral. The Ability to Pay Fee Schedule specifically will apply for the provision of devices. The basis for the Ability to Pay Fee Schedule is the Federal Poverty Level guidelines (200%). The Program Manager will audit case files to verify consistency.

DVR also uses a financial needs test. It is based on the Individuals income (after exclusions) to twice the Federal Poverty level. There is written policy and procedures for this and is applied uniformly so that all individuals who are eligible for IL services are treated equally.

The Network of Centers for Independent Living does not have financial needs test at this time.

2.2 Arrangements for State-Provided Services

2.2A If the DSU will provide any of the IL services identified in section 2.1A through grants or contractual arrangements with third parties, describe such arrangements.

The DVR and DVI, contract with disability organizations to provide Peer Support Services and IL Skills training. These contracted programs will report on their activities at every SILC meeting. They are also monitored by the DSE to evaluate the program, evaluate consumer and program goals, evaluate and compare statistics and discuss any program concerns.

2.2B If the State contracts with or awards a grant to a center for the general operation of the center, describe how the State will ensure that the determination of an individual's eligibility for services from that center shall be delegated to the center.

The state does not provide any funding for the general operations of the Network of Centers.

Part II: Narrative: Section 3 - Design for the Statewide Network of Centers

3.1 Existing Network

Provide an overview of the existing network of centers, including non-Part C-funded centers that comply with the standards and assurances in section 725 (b) and (c) of the Act, and the geographic areas and populations currently served by the centers.

The State currently has three (3) Title VII, Part C federally funded CILs. This network of CILs serves all three of Delaware's counties (i.e., New Castle, Kent and Sussex).

Independent Resources Inc. (SPIL Signatory) has two (2) grants:

Grant 1

6 Denny Road, Suite 101, Wilmington, DE 19809

Serves N. New Castle & Kent Counties

Grant 2

1609-A Middleford Road, Seaford, DE 19973

Serves Sussex County

Freedom Center for Independent Living, Inc. (SPIL Signatory)

400 North Broad Street, Middletown, DE 17909

Serves the City of Newark & Southern New Castle County

The federally funded Network of Centers is geographically dispersed throughout the State and addresses both urban and rural needs, as well as specific underserved populations. All Title VII, Part C funds continue to support only consumer-controlled organizations. Working together, Centers establish contractual or vendor relationships with other State agencies, organizations serving individuals with disabilities, and the private sector, to promote standards established within the Rehabilitation Act as amended.

The Network of Centers receives both Part C funding and Title VII Part B funds through contract as well as other public and or private funding sources.

Outside of the five core services the network plans to continue to expand the provision of services to include more of the underserved and un-served populations within their respective service areas including but not limited to the deaf and hard of hearing population, the homeless

population, the institutionalized population and the Hispanic population. The entire state of Delaware is currently served by the existing network of centers. The order of priorities for serving the un-served and/or underserved areas and populations is contingent upon the results of the needs assessment as described in goal number two, objective number two of this SPIL.

The Network of CILs were completely involved in the SPIL writing process and 100% signed the SPIL.

3.2 Expansion of Network

Describe the design for the further expansion of the network, including identification of the unserved and underserved areas in the State and the order of priority for serving these areas as additional funding becomes available (beyond the required cost-of-living increase).

If needs assessments show the need for a new Part C Center the minimum funding for that center would be consistent with the recommended amount that the National Council for Independent Living requires which is currently \$250,000.

To that end, Part C funds that become available beyond the COLA will be distributed among the three federally funded CILs according to the population within their respective service areas. Specifically: 62% allocated to Independent Resources Inc. Grant 1 serving Northern New Castle & Kent Counties; 13% allocated to Independent Resources Inc., Grant 2 serving Sussex County; and 25% allocated to the Freedom Center for Independent Living.

3.3 Section 723 States Only

3.3A If the State follows an order of priorities for allocating funds among centers within a State that is different from what is outlined in 34 CFR 366.22, describe the alternate order of priority that the DSU director and the SILC chair have agreed upon. Indicate N/A if not applicable.

N/A

3.3B Describe how the State policies, practices and procedures governing the awarding of grants to centers and the oversight of these centers are consistent with 34 CFR 366.37 and 366.38.

N/A

Part II: Narrative: Section 4 - Designated State Unit (DSU)

4.1 Administrative Support Services

4.1A Describe the administrative support services to be provided by the DSU for the SILS (Part B) program and, if the State is a Section 723 State, for the CIL (Part C) program. Refer to the SPIL Instructions for additional information about administrative support services.

The Delaware Division of Vocational Rehabilitation is the DSE that is designated to receive, account for and disburse funds, and provide administrative support services for the Part B State IL services program. The DSE monitors the Case Service Records, Computer applications for reporting purposes, and administrative records of the Part B program.

The Delaware Division of Vocational Rehabilitation also has an IL Counselor who provides case management services to consumers. The IL Counselor also provides services with approved vendors to coordinate services such as home modification, rehab technology, hearing aids and vehicle modifications etc.

The Division of Vocational Rehabilitation provides administrative support to the SILC through the services of a Management Analyst. Administrative services such as clerical support are also provided by Administrative Specialists from DVR.

Financial support and management is supplied by DVR. Reporting will occur as mandated by the Administration for Community Living. These reports are done on a monthly basis and subject to audit anytime. Delaware DSE understands the Ex-Officio member of the SILC are subject to the same term limits and will replace the Ex-Officio member when their term expires.

4.1B Describe other DSU arrangements for the administration of the IL program, if any.

The Delaware Division of Vocational Rehabilitation of Independent Living Program also has Memorandums of Understandings with the Division of Services for Aging and Adults with Physical Disabilities (DSAAPD) to manage home modification and rehabilitation technology services to help their clients transition from institutions to the community and to enable clients at risk of institutionalization to maintain living in the community. The IL system determined collaborating with DSAAPD would minimize duplication of service provision.

The DSE also monitors contracts for Peer Support Services and IL Skills Training with Disability Organizations.

Part II: Narrative: Section 5 - Statewide Independent Living Council (SILC)

5.1 Resource plan

5.1A Describe the resource plan prepared by the SILC in conjunction with the DSU for the provision of resources, including staff and personnel, made available under parts B and C of chapter 1 of title VII, section 101(a)(18) of the Act, and from other public and private sources that may be necessary to carry out the functions of the SILC identified in section 705(c). The description must address the three years of this SPIL.

- Refer to the SPIL Instructions for more information about completing this section.

For more information click the icon.

Delaware SILC's Resource Plan for FY 2017 is \$12,000, FY 2018 \$13,000, FY 2019 \$14,000. The funding will come from Title VII Part B funds.

5.1B Describe how the following SILC resource plan requirements will be addressed.

- The SILC's responsibility for the proper expenditure of funds and use of resources that it receives under the resource plan.

The Delaware Statewide Independent Living Council (SILC) has been established to coordinate the functions related to the planning, monitoring, and evaluating the State Plan for Independent Living (SPIL) as described in Section 705 of the Rehabilitation Act, as amended. Delaware's SILC By-laws is the foundation for the operations of the SILC. The SILC determines its annual budget for all resources allocated for its use, and assures that all expenditures are appropriate for the purpose and funding period of the specific funding sources. The budget is approved during SPIL development where opportunity for public input which has already been received at public meetings. The SILC is provided quarterly financial reports at its meetings, in order to publicly account for resources and expenditures. DVR also records and processes all deposits and expenditures, provides necessary reports to federal and state entities, as the SILC's fiscal agent, and the SILC and DSE accounting reports are reconciled, at least quarterly, as a means of checks and balances. The SILC also reviews the financial reports generated by the DSE, which are provided to ACL.

All financial transactions and record-keeping are to be made in compliance with applicable ACL fiscal and accounting requirements, as well as all applicable state of Delaware financial policies, procedures, and laws. The DSE is to submit all required reports and provides access to records to the Administrator and the Comptroller General, or any of their duly authorized representatives, for the purpose of conducting audits, examinations and compliance reviews. The DSE maintains financial and accounting records of the SILC and are fully disclosed and documented.

- Non-inclusion of conditions or requirements in the SILC resource plan that may compromise the independence of the SILC.

The SILC and the DSE have a long term history of collaboration and supportive interaction. Delaware does not have an interagency agreement however, all parties adhere to the mandate and intent of the Rehab Act to ensure the SILC autonomy. The DSE will monitor and review as required by ACL.

- Reliance, to the maximum extent possible, on the use of resources in existence during the period of implementation of the State plan.

The 2017-2019 SPIL financial tables were developed based on realistic yet conservative revenue and expense projections, with consideration of historical data combined with current information. The 2017-2019 SPIL goals and objectives were developed based on criteria that included careful consideration of the likelihood of an actual positive impact, based on the capacity of the levels of funding and staffing available. The SPIL goals and objectives were also developed based on the public hearing comments, available funds to continue advocacy/ education activities and continued support of Delaware's Network of Centers. Collaboration is an ongoing priority since it maximizes efforts and limited resources. Based on conservative budget figures and developing SPIL goals and objectives within our financial and staffing means, the SILC resource plan is consistent with the existing resources expected to be allocated during the course of the three year SPIL period. The SILC will maintain a membership that will continue to foster the efforts necessary to carry out the work of the council and to be informed about independent living. The SILC will make a conscientious effort in recruiting and training individuals with disabilities and individuals with disabilities from minority groups. Council members will be expected to develop a thorough knowledge and understanding of the Independent Living philosophy. The Chair and Vice-Chair must have extensive experience in the field of disability rights advocacy. General SILC activities and statewide systems advocacy efforts will be coordinated with the Network of Centers to promote awareness throughout the State of Delaware.

The SILC scheduled public hearings in a central location prior to the development of the SPIL. While attendance was low, inquiries about accessing IL services were discussed at the public hearing. Information about the Public Meetings was publicized in local news media, mailed to advocacy groups, advertised on websites, and posted in CILs, DVI, and DVR locations throughout the State. The notice also informed interested parties of the acceptance of written comments if attendance was not possible. The SILC will continue to utilize consumer feedback and other media alternatives to increase the attendance and responses at public hearings.

The Council represents individuals and advocates from a wide variety of groups. Consumer composition includes individuals with diverse disabilities who constitute more than half of the membership. Other active council members, representing service providers are the Client Assistant Program, the Division of Vocational Rehabilitation, the Division for the Visually Impaired, the Division of Services for Aging and Adults with Physical Disabilities, Freedom Center for Independent Living, and Independent Resources, Inc. The SILC is also beginning to see more members of the public at its meeting than in the past which is a direct result of outreach

efforts. The SILC posts its meetings on the State calendar. This is a state law requirement which gives information to the community about upcoming meetings. The SILC also posts meeting times and places in all of the Vocational Rehabilitation offices 30 days prior to each meeting. The meetings are also posted at the Network of Center offices and when possible put in different newsletters and on other web-sites. Each member is emailed a reminder, agenda, and minutes to prepare for the bi-monthly meetings.

5.2 Establishment and Placement

Describe how the establishment and placement of the SILC ensures its independence with respect to the DSU and all other State agencies. Refer to the SPIL Instructions for more information about completing this section.

The SILC is a freestanding organization that operates separately from any State Agency. The SILC does not have offices or facilities within any agency in the State of Delaware. It is located in the Department of Labor, Division of Vocational Rehabilitation for administrative and budgetary support purposes for the provision of expenditures only. The State Independent Living Council was designated by former Delaware Gov. Ruth Ann Minner as Board 0135. The SILC is governed by Title VII of the Rehabilitation Act of 1973 as Amended.

5.3 Appointment and Composition

Describe the process used by the State to appoint members to the SILC who meet the composition requirements in section 705(b). Refer to the SPIL Instructions for more information about completing this section.

1. The Governor makes appointments to the SILC.
2. The membership committee ensures that the prospective appointees meet the composition requirements such as statewide cross representation in all counties in Delaware. A diverse representation of persons across disabilities and backgrounds is part of the selection criteria. Applications are forwarded to the Governor's office.
3. The Council nominates and votes on who will be the Chair and Vice-Chair of the Council.
4. Term limits are maintained by the council and by the Governor's office.
5. Vacancies are filled by recommendations by the SILC body to the Governor's office and then appointed by the Governor.

5.4 Staffing

Describe how the following SILC staffing requirements will be met.

- SILC supervision and evaluation, consistent with State law, of its staff and other personnel as may be necessary to carry out its functions.

The SILC does not have staff or personnel. The members of the SILC carry out the required functions. Within the Division of Vocational Rehabilitation, a management analyst is designated to provide staff support for the SILC. This staff person's primary duty is to serve as a resource person for the SILC and a liaison between the Council and the Division of Vocational Rehabilitation staff. In addition, clerical support is made available to the SILC by the Division of Vocational Rehabilitation. Supervision for DVR staff rests within the DSE.

- Non-assignment of duties to SILC staff and other personnel made available by the DSU, or any other State agency or office, that would create a conflict of interest while assisting the SILC in carrying out its duties.

Neither the DVR Management Analyst, nor clerical staff assigned to the SILC will be assigned duties which would create a conflict of interest.

Part II: Narrative: Section 6 - Service Provider Requirements

Describe how the following service provider requirements will be met:

6.1 Staffing

- Inclusion of personnel who are specialists in the development and provision of IL services and in the development and support of centers.

The Delaware Division for the Visually Impaired has supported all of its IL personnel to obtain specialized training in Rehabilitation Therapy. There are 5 Trainer Educators that provide IL services to Delawareans with visual impairments. Three of the five have achieved certification as a Certified Rehabilitation Therapist. The remaining two have successfully completed the Rehabilitation Study Course sponsored by the Lighthouse. The other service providers that DVI-IL personnel refer consumers to internally are all certified or trained in areas such as orientation and mobility, vocational rehabilitation, and assistive technology.

The Delaware DVR IL Management Analyst and Counselor receive training in the area of rehabilitation technology equipment. The Management Analyst has a Master's Degree in Rehabilitation Counseling and is a Certified Rehabilitation Counselor. She has experience in plan and policy development and implementation. She has training in the area of the Independent Living Program, assistive technology, and ADA. She is a member of the AT Loan Advisory Committee currently under the management of Easter Seals. The IL Counselor has received extensive training in rehabilitation technology and has been in his position for 12 years.

- Availability, to the maximum extent feasible, of personnel able to communicate (1) with individuals with significant disabilities who rely on alternative modes of communication, such as manual communication, nonverbal communication devices, Braille, or audio tapes and (2) in the native languages of individuals with significant disabilities whose English proficiency is limited and who apply for or receive IL services under title VII of the Act.

DVI, DVR, and the SILC have established many partnerships and gathered several resources to provide alternative modes of communication. Some examples include interpreter contacts, both language and sensory, and transcribing information in a variety of medias for IL services.

- Establishment and maintenance of a program of staff development for all classes of positions involved in providing IL services and, where appropriate, in administering the CIL program, improving the skills of staff directly responsible for the provision of IL services, including knowledge of and practice in the IL philosophy.

DVR and DVI encourage team members to participate in training such as IL-Net, IRLU, NCIL, and Hadley sponsored programs. The Network of Centers have their own training plans which include and address the administration of the CIL program, improving the skills of staff directly

responsible for the provision of IL services, including knowledge of and practice in the IL philosophy.

- Affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.

DVR, DVI, and the Network of Centers practice affirmative action to employ and advance in employment qualified individuals with significant disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.

6.2 Fiscal Control and Fund Accounting

- Adoption of those fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for funds made available through parts B and C of chapter 1 of title VII of the Act, in addition to complying with applicable EDGAR fiscal and accounting requirements.

DSE adopts fiscal control and fund accounting procedures that ensure proper disbursement and accounting of funds through the Part B program. In addition, the DSE follows Delaware's State Accounting Requirements and federal fiscal and accounting requirements.

The Network of Centers have staff that handle their fiscal and fund accounting and human relations issues. They both follow general accounting principles and federal fiscal and accounting requirements. In addition, the Network of Centers have independent audits on an annual basis as required.

6.3 Recordkeeping, Access and Reporting

- Maintenance of records that fully disclose and document the information listed in 34 CFR 364.35.

Pursuant to 34 CFR 364.37, DVR, DVI, and the Network of Centers' recordkeeping practices comply with the stated regulations. All records are confidential unless an authorization for a release of information is received. DVR, DVI, and the Network of Centers submit annual performance and financial reports. DVR, DVI, and the Network of Centers have their own record keeping practices that comply with the stated regulations including policies and procedures for record keeping practices and reporting. In addition, contracts are handled by DVR, DVI, and the Network of Centers in accordance with Federal and State regulations.

- Submission of annual performance and financial reports, and any other reports that the Secretary determines to be appropriate

DVR, DVI, and the Network of Centers will provide access to representatives for audit, examination, and compliance review purposes.

- Access to the Commissioner and the Comptroller General, or any of their duly authorized representatives, for the purpose of conducting audits, examinations, and compliance reviews, to the information listed in 34 CFR 364.37.

Pursuant to 34 CFR 364.37, DVR, DVI, and the Network of Centers will provide access to representatives for audit, examination, and compliance review purposes.

6.4 Eligibility

- Eligibility of any individual with a significant disability, as defined in 34 CFR 364.4(b), for IL services under the SILS and CIL programs.

There is an established determination process of an individual's eligibility for DVR, DVI, and the Network of Center programs in Delaware. The determination of eligibility is not based on age, color, creed, gender, national origin, race, religion, sexual orientation, gender identity or state residency, but solely on having a significant disability. All service provider contracts include these provisions pertaining to age, color, creed, gender, national origin, race, religion, sexual orientation, gender identity, or state residency.

- Ability of any individual to seek information about IL services under these programs and to request referral to other services and programs for individuals with significant disabilities.

In accordance with CFR 364.40(b) any individual may seek information about Independent Living Services and may request referral to other services and programs such as other state agencies or organizations that offer services for individuals with or without disabilities.

- Determination of an individual's eligibility for IL services under the SILS and CIL programs in a manner that meets the requirements of 34 CFR 364.51.

In Delaware the process for DVR and DVI Independent Living Programs follow 34 CFR 364.51 by gathering information during the intake and eligibility period by the Independent Living Counselor to ensure the individual is eligible including but not limited to medical records from physicians, nurses, and/or case managers. Services are available to persons with significant disabilities on a cross-disability basis. For Network of CILs presence of a disability is based on evidence provided by the Consumer or their referring agency. Only if a Center is in serious doubt of the existence of a disability, will additional information/documentation pertaining to the disability be requested. Whenever possible the Network of Centers will allow the individual to self-define and self-report their eligibility. Each consumer is expected to sign a declaration of eligibility which will be maintained in the consumer's service record.

- Application of eligibility requirements without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability of the individual applying for IL services.

There is an established determination process of eligibility. The determination of eligibility is not based on age, color, creed, gender, national origin, race, religion, sexual orientation, gender identity or state residency, but solely on having a significant disability. All service provider contracts include these provisions pertaining to age, color, creed, gender, national origin, race, religion, sexual orientation, gender identity, or state residency.

- Non-exclusion from receiving IL services of any individual who is present in the State and who is otherwise eligible for IL services, based on the imposition of any State or local residence requirement.

Persons who are homeless or who do not reside in the state and meet eligibility also may receive services.

6.5 Independent Living Plans

- Provision of IL services in accordance with an IL plan complying with Sec. 364.52 and mutually agreed upon by the individuals with significant disabilities and the appropriate service provider staff unless the individual signs a waiver stating that an IL plan is unnecessary.

In Delaware the provision of independent living services is coordinated by DVR and DVI staff and the network of Centers designated for independent living services. Independent living specialists meet with applicants individually to determine eligibility for services and, if appropriate, to develop an Independent Living Plan (ILP).

Independent living services are provided in accordance with an approved ILP, which is developed jointly by the consumer and IL Specialist. The ILP sets forth the consumer's independent living goal, intermediate objectives, specific services to be provided and the service providers. The ILP also contains information regarding the consumer's rights and responsibilities, the DVR and DVI appeal process, and the local Client Assistance Program (CAP). Consumers are also informed of their right to waive the development of the ILP. A person who waives the ILP and just continues with services is given all the same information regarding their rights by the Independent Living Specialist including information about the (CAP).

6.6 Client Assistance Program (CAP) Information

- Use of accessible formats to notify individuals seeking or receiving IL services under chapter 1 of title VII about the availability of the CAP program, the purposes of the services provided under the CAP, and how to contact the CAP.

The CAP provides literature as directed by the Rehabilitation Services Administration to inform consumers of their services. The CAP will work with the disability agencies/organizations to ensure this information is available in alternative formats. This information is distributed by DVR, DVI and the Network of Centers as mandated under the Rehab Act of 1973 as Amended to assure that consumers are knowledgeable of their rights within each program.

6.7 Protection, Use and Release of Personal Information

- Adoption and implementation of policies and procedures meeting the requirements of 34 CFR 364.56(a), to safeguard the confidentiality of all personal information, including photographs and lists of names.

In Delaware, DVR, DVI and the Network of Centers have internal policies and procedures to safeguard the confidentiality of all personal information including photographs and lists of names in addition to the requirements referenced above. The policies are reviewed and signed with all employees to safeguard consumer information. In addition, confidentiality and acceptable use policies are mandated by the State by all employees and updated frequently.

Part II: Narrative: Section 7 - Evaluation

Describe the method that will be used to periodically evaluate the effectiveness of the plan in meeting the objectives established in Section 1. The description must include the State's evaluation of satisfaction by individuals with significant disabilities who have participated in the program.

Section 7: Evaluation

Goal(s) and the related Objective(s) from Section 1	Method that will be used to evaluate
Independent Living Services System	<p>On an ongoing basis, the DVR Independent Living Program evaluates consumers' progress toward meeting the specified goals of the consumer and their Independent Living Plan (ILP) or waiver of the ILP. Case reviews serve to ensure that timely and effective services are being provided, with the ultimate goal of providing quality services. DVR reports to the SILC, on a quarterly basis the completion of identified goals and initiation of new programming within the IL program. DVR annually sends a satisfaction survey to all consumers who are determined eligible and are closed successfully or unsuccessfully during the fiscal year. The DVR Independent Living Program contacts consumers who were not satisfied and attempts to identify and resolve problems and issues whether individual or systematic. This gives DVR Independent Living Program the ability to make adjustments to the program when deemed necessary. This information is compiled and reported in the annual 704 Performance Report.</p>
Independent Living Services System	<p>DVI continually evaluates each consumer's progress toward meeting specified goals through monthly case reviews between the IL Social Service Administrator and the Vision Rehabilitation Therapists. Case reviews serve to ensure that timely and effective services are being provided with the ultimate goal being personal independence of the consumer. In addition monthly interdisciplinary case reviews are held that include representatives from all service units. DVI provides reports to the SILC and an internally appointed Independent Living Advisory Committee (ILAC), the progress, completion of identified goals, and initiation of new programming within the IL program. The IL Social Service Administrator also meets quarterly with the contractual providers to ensure timely and efficient service delivery and maintains regular communication with the Division Director and Deputy Director.</p> <p>With the assistance of administrative specialist and volunteers, consumers are contacted by phone to complete the survey. Surveys are provided to our consumers once services are completed. The consumer has the option to request the survey be mailed. DVI continues to work on innovative ways to measure satisfaction.</p>

	<p>DVI continues to monitor national trends and information to remain abreast of innovative and efficient vision rehabilitation services. This information is compiled and reported in the annual 704 Performance Report.</p>
<p>Core Services Provided By Network of Centers</p>	<p>Consumer satisfaction with the Network of Centers availability and delivery of Independent Living services is solicited statewide.</p> <p>A standardized Consumer Satisfaction Survey is to be used by the Network of Center to solicit participation from consumers in assessing the availability, delivery and quality of Independent Living services provided by the Network of Centers statewide.</p> <p>Consumers are asked to complete the Consumer Satisfaction Survey annually during the months of August and September; as well as after their initial intake when their IL service plan is completed and at the time they complete their IL service plan or withdraw. Results from the Consumer Satisfaction Survey are tabulated by service area, and statewide in the form of a report. These recommendations serve as a guide for Network of Centers to develop strategies to meet the needs of consumers and increase consumer satisfaction. This information is compiled and reported in the annual 704 Performance Report.</p>
<p>Independent Living Services System</p> <p>Core Services Provided By Network of Centers</p> <p>Community Based Alternatives</p> <p>Outreach</p>	<p>The Delaware SILC monitors, reviews, and evaluates the implementation of the goals, objectives, and activities through consumer and stakeholder feedback at SILC meetings. During the SPIL planning process members of the SILC become more educated regarding Independent Living issues in Delaware and on a national level. This process gives a renewed commitment to ensure progress toward the achievement of the SPIL's Goals, Objectives and Activities.</p> <p>The purpose of the review is to:</p> <ol style="list-style-type: none"> 1. Determine any action that is needed to achieve objectives outlined in the SPIL are completed in an efficient and timely manner. 2. Initiate specific activities related to the completion of the remaining objectives that will ensure the timely manner of the completion of each objective. 3. Discuss the resource plan and specific expenditures allocated for the goals, objectives and activities. <p>The SILC agrees to annually submit the results of the DSE evaluation activities, including the most recent results of Title VII consumer satisfaction surveys, with the annual performance (704) report to ACL.</p>

Part II: Narrative: Section 8 - State-Imposed Requirements

8 State-Imposed Requirements

Identify any State-imposed requirements contained in the provisions of this SPIL.

The Division of Vocational Rehabilitation - Independent Living Program has a sliding fee scale using a test that is based on twice the Federal Poverty Level.

The Division for the Visually Impaired reserves the right to continue the Ability to Pay fee schedule. The policy uses the 200% Federal Poverty Level Guideline consistent with the Department of Health and Social Services, as the basis of providing services outside of Information and Referral.

DVI: Visual categories are established by the Delaware Code Title 13, Section 2101 and Title 13, Section 2107. The Division for Visually Impaired's eligibility requirements are determined by the examining physician under the following categories:

Total blindness- No light perception;

Legal blindness- 20/200 or worse with correction or a field loss of 20 degrees or less;

Severely Visually Impaired- 20/70-20/200 or worse with correction; Visually ineligible- the person's acuity is not within the above listed categories or does not have a field restriction.

Both DVR and DVI are cognizant that the Act does not permit a residency requirement. In situations where the consumer is not a Delaware resident and may benefit from services closer to their residence DVR and DVI may work with the agency that provides services in the respective areas to insure their IL needs are met.