

State Plan for Independent Living (SPIL) for New Jersey for 2017-2019

General Information

Designated Agency Identification

State: New Jersey

Agency: New Jersey Division of Vocational Rehabilitation Services

Plan for: 2017-2019

Submitted in fiscal year: 2016

View grant [90IS0043-01](#) 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.

New Jersey Division of Vocational Rehabilitation Services

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.

New Jersey Commission for the Blind & 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.

New Jersey 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 Alice Hunnicutt, State Director, Div. of Vocational Rehabilitation Services and Daniel Frye, Executive Director, Comm. for the Blind & 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

NameChristine Hines

TitleActing Secretary

Signed?Yes

Date signed06/24/2016

Section 9: Signature for DSU Director

NameAlice Hunnicutt

TitleState Director, Div. of Vocational Rehabilitation Services

Signed?Yes

Date signed06/30/2016

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

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

NameDaniel Frye

TitleExecutive Director, Comm. for the Blind & Visually Impaired

Signed?Yes

Date signed 06/25/2016

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:Mission Statement

Goal Description:

To advocate and co-ordinate cost-effective, consumer-driven services that provide persons with disabilities an equal opportunity to choose their lifestyle, contribute to the economy and live life in an inclusive environment.

Goal Name:#1

Goal Description:

As part of its duty to promote IL and to improve the Council's performance in doing so, NJSILC will continue to explore the viability of hiring an Executive Director.

Goal Name:#2

Goal Description:

To expand and promote accessible and affordable housing, NJ Fair Housing/COAH activities will be supported and, as possible and appropriate, joined.

Goal Name:#3

Goal Description:

Emergency Preparedness for people with disabilities will be promoted via efforts to expand the CORE group to a statewide level.

Goal Name:#4

Goal Description:

To support institutional diversion as well as transition to the community, the I Choose Home Program will be supported.

Goal Name:#5

Goal Description:

To increase employment opportunities for people with disabilities, especially for youth transitioning to adult life, the It's All About Work program will be supported and promoted as well as similar Work First-related activities, where possible and appropriate.

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
#1	<p>A) SILCs from six states will be contacted for detailed information regarding the process & time-frames of their developing their Exec Director position.</p> <p>B) Based on information gathered, a committee will be convened & will prepare a draft plan/budget addressing job duties, parameters of the position and job costs, including identifying potential funding sources. This report will be shared with the Council and the CIL Directors and discussion of it will be scheduled at SILC meetings during the third year of the SPIL.</p>	01/02/2017	12/31/2018
#2	<p>A) Compile and disseminate to CILs and their consumers information on municipalities seeking remedy from COAH guidelines.</p> <p>B) If the opportunity is presented, compile and disseminate to CILs and their consumers information on Section 8 housing availability by municipality.</p> <p>C) Via the Housing Subject Matter Expert and SILC members, maintain regular contact (attend meetings, join mailing lists, etc.)with accessible/affordable housing programs, such as Housing & Community Development Network of NJ and Supportive Housing Association, and share the info gathered by these contacts with the Council and the IL Centers.</p>	11/01/2016	09/30/2019

#3	<p>A) Via the Emergency Preparedness Subject Matter Expert (SME)& SILC members (if appropriate), key accessible housing meetings/conferences at the federal, state & local level will be attended.</p> <p>B) The info gathered will be shared with the Council & IL Centers at monthly SILC & Association meetings.</p> <p>C) Once per year, an SME report on the EP Status of People with Disabilities will be shared with legislators, IL advocates & stakeholders through the SILC Newsletter or other distributed print material.</p>	10/01/2016	09/30/2019
#4	<p>A) Obtain a supply of the Money Follows the Person booklet addressing how to leave an institution/find community housing and distribute the booklets to community organizations serving seniors & people with disabilities.</p> <p>B) Coordinate with a statewide program that facilitates de-institutionalization/diversion (SHA, as an example).</p>	10/01/2017	09/30/2019
#5	<p>A) Design & print a flyer about It's All About Work & distribute it to state legislators' field offices.</p> <p>B) Publish the flyer, or portions of it, in newspapers across the state & advertise IAAW activities in the NJSILC Newsletter.</p>	01/02/2017	09/30/2019

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

Independent Living will continue to target persons with cognitive disabilities; traumatic brain injuries; psychiatric disabilities; strokes; and students with disabilities. Persons with disabilities who are African-American, Latino, Native American, Pacific Islander, Asian-American, migrant farm workers and the homeless population are special target groups. In order to accommodate NJ's demographic and ethnic diversity, each CIL will conduct outreach efforts focusing on the unique priority populations within their catchment areas. In order to reach specific populations, each CIL will do in-person presentations to community groups and civic organizations and will conduct mailing campaigns to these entities. Public access cable TV and radio may be used. Also, CILs and SILC will collaborate with CBVI's Project Prevention which outreaches to all types of community and civic organizations.

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

Outreach efforts will be concentrated in the locales where these populations reside, which could be urban, suburban or rural.

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

Outreach to the above mentioned populations is achieved through representation on various boards and councils, including private and non-profit organizations. As part of this outreach effort, information about IL programs and services is distributed in a variety of formats to a wide ranging audience.

In the state of New Jersey SILC literature, as well as information about IL services throughout the state, is published in Spanish and English versions. Many of the CILs have staff that is bilingual in Spanish and English. This permits enhanced outreach and service provision to a large minority population in NJ. In addition, CILs utilize the AT&T Language Line for interpreting languages not available within their offices. The SILC is comprised of individuals with a minority background and of individuals with significant disabilities.

Also, one CIL has started a peer support group for parents with disabilities, which the CIL describes as a "mis-served" population, and the CIL is doing outreach to this group through its newsletter and public service announcements. Several CILs report to the SILC outreaching to Spanish-speaking population through various programs. CILs serving multiple counties often have both an urban and rural outreach program. Several CILs have enhanced services for individuals with hearing loss through the provision of staff/volunteers that are culturally sensitive and are skilled in communicating with this population.

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			365055	
Title VII Funds Chapter 1, Part C			1853542	
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)	70000			
Other Federal funds - other			125000	
Non-Federal funds - State funds	14190			
Non-Federal funds - Other			850832	
Total	84190	0	3194429	0

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			365055	
Title VII Funds Chapter 1, Part C			1853542	
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)	70000			
Other Federal funds - other			125000	
Non-Federal funds - State funds	14190			

Non-Federal funds - Other			850832	
Total	84190	0	3194429	0

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			365055	
Title VII Funds Chapter 1, Part C			1853542	
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)	70000			
Other Federal funds - other			125000	
Non-Federal funds - State funds	14190			
Non-Federal funds - Other			850832	
Total	84190	0	3194429	0

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 New Jersey Division of Vocational Rehabilitation Services (NJDVRS) contributes \$70,000 in I&E monies towards the SILC and the New Jersey Commission for the Blind and Visually Impaired contributes \$14,190 in State Match funds towards the SILC. In addition to operation and goal activities, these dollars provide funding for the Coordinator's position and other potential SILC paid positions.

Part B and Part C monies are used by CILs to provide the facilities, staff, equipment, etc. needed to provide their consumers with the mandated Core services and to meet SPIL Goals 2 through 5, which reflect some specific consumer service needs (housing, employment, transitioning to/staying in the community, and emergency preparedness).

Breakdown:

Goal 1: Both objectives are SILC responsibilities and will be achieved using I&E and State Match funds.

Goal 2: Objectives a through c are SILC responsibilities and will be funded via DVRS I&E and CBVI State Match monies.

Goal 3: All objectives are SILC responsibilities and will be funded by VR I&E matches and VI State Match monies.

Goal 4: These two Objectives are both SILC and CIL responsibilities. SILC activities will be funded via DVR I&E monies and CBVI State match monies while CIL participation will be funded by Part B funds and Part C funds.

Goal 5: These two Objectives are SILC responsibilities and will be funded by DVR I&E monies and CBVI State Match dollars.

Breakdown:

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 New Jersey, there are six Centers for Independent Living funded entirely by federal dollars (Part C CILs) and four CILs funded by both state and federal dollars (Part B CILs). One B center closed in 2016 and DVRS selected, via its own RFP process, Mental Health Association of NJ to serve that catchment area (not yet up and running). NJ's one ARRA CIL is now both B and C funded.

As mentioned earlier, the SILC is funded by \$70,000 of Innovation & Expansion funds from NJDVRS and \$14,190 State Match money from the NJ Commission for the Blind and Visually Impaired. For the duration of the 3 year plan, C money available to NJ will be \$1,853,542 This money will be supporting 8 C centers. The B centers will be funded with 850,832 state match money from NJDVRS and \$125,000 from federal Social Security reimbursements. This distribution is expected to continue for the three years of this SPIL.

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 DSU will continue to provide technical assistance and support to the SILC and can provide meeting space as required. Two of the CILs are provided office space within DVRS local offices (MOCEANS has a space in the Toms River local office and DIAL has space in the Newark local office). A Part C center, PCIL, houses the SILC Fiscal Agent and provides a mailing address.

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

Since the VR/Dept. of Ed grant for transitioning students ended, the CIL Association has designed and implemented a work readiness/employment development program called It's All About Work, that serves both transitioning students and selected DVRS clients. In conjunction with DVRS, PCIL also offers the Gateway Demonstration Program which is geared specifically to transitioning students. Also, all CILs seek grants to enhance/expand CORE and SPIL-related services;

HOWEVER, with the end of ARRA funding in 2015 and recent cuts in Part C monies, many CILs will experience funding problems that will effect program development & provision.

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.

Each of the SPIL's Objectives is targeted to increase, either directly or indirectly, the independence of people with disabilities and their direct control over each aspect of their lives. This is the core value of Title VII as enumerated in Chapter 1 of the Act as stated in Section 701

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.

NJSILC continually sought input from CILs through its relationship with the NJ Association of Centers for Independent Living and at SILC meetings which are well-attended by CIL directors. Per NJ's Executive Order creating the SILC, three CIL directors sit on the Council and have significant input. Finally, the SILC sought input from the two DSEs as they prepared their portions of this SPIL and reviewed the document, from VR specifically as two liaisons sat on the SPIL development Committee, and through both agencies' participation at SILC monthly meetings.

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 SILC enjoys a good professional relationship with both DSEs. The SILC also works with state and county agencies to promote an IL philosophy including inviting them to annual trainings and other events. The SILC will continue to educate the general public and other government entities in order to exert as much positive influence as it can about the status of IL

programs and services available through the network of CILs in New Jersey. It does this through information tables at disability-related statewide events, through its quarterly Newsletter and, during this SPIL, via a statewide IL conference in conjunction with the CIL Association. Through its network of IL advocates, the SILC will continue to nurture its many contacts and relationships with various government entities, specifically the New Jersey Department of Education, the Division of Disability Services and the Division of Developmental Disabilities, Aging and Disability Resource Center, Div. of Mental Health and the NJT ADA Task Force, Council on Special Transportation, and also various housing authorities including Supportive Housing Association and New Jersey Community Development Council as well as New Jersey Office of Emergency Management and of course Disability Rights New Jersey (formerly Protection & Advocacy). The SILC also works collaboratively with not-for-profit agencies and individuals who have an interest in the IL movement as stakeholders for the purpose of information sharing and support, including Statewide Parent Advocacy Network, NJ Autism & Association for Persons Supporting Employment. The SILC has membership on both State Rehabilitation Councils.

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.

The Rehabilitation Councils which advise the New Jersey State VR programs have members from many public and private agencies and rehabilitation programs throughout the state of New Jersey. Input is provided to the SRCs about what is occurring at the CILs and the SILC. SILC members have been appointed to these councils and report back to the SILC.

Current SILC members, CIL directors or SILC nominees sit on a variety of boards and committees, including DRNJ's Assistive Technology Technical Assistance Center and Client Assistance Program Advisory Committee; the replacement group for GAIN in the NJ Office of Emergency Management (this activity also puts him in regular contact with NJ Department of Health representatives, including public health specialists such as those dealing with epidemics). This panel also became advisory to the NJ Office of Homeland Security and Preparedness with the Governor's Office. Also represented at SILC meetings is SPAN, which serves families with special education needs. A representative from New Jersey Transit ADA frequently attends SILC meetings. There now is regular attendance from Division of Disability Services, Division of Developmental Disability Services, Department of Education and frequent attendance by the Division of Deaf and Hard of Hearing.

The representatives from the DSEs update the Council at every meeting about their programs. Updates on DD programs & Special Ed issues are addressed at every meeting by reps from SPAN, Dept. of Ed, Div. of Disability Services representatives and/or Div. of Developmental Disabilities. DDS is a major source of information on Medicaid-related programs such as personal assistants & waivers. Representatives from NJ Transit serve as information contacts. As previously noted, SILC is a partner with SHA and HCDNNJ, which address affordable and

accessible housing in New Jersey, has joined Autism NJ and has joined APSE, an employment-focused organization. A representative from Disability Rights New Jersey is present at SILC meetings.

SILC meetings are held ten times per year, are open to the public and are advertised in five different newspapers as well as on the website. At these meetings, the DSEs and other state representatives who work with various disability groups and are from different state departments provide information about what is happening in their areas. Representatives from the NJ Association of Centers for Independent Living attend the meetings and often offer suggestions about how services can be better coordinated. The SILC chairperson, CIL Association chairperson and the DSE have good working relationships and readily share information about how to promote independent living and avoid duplication of services.

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 NJ Commission for the Blind and Visually Impaired (CBVI) has expanded programs to improve services and increase community awareness with two new program initiatives. A new approach to These programs are in the areas of support services and assistive technology training that as a result of survey responses appeared to be of greatest need to our consumers. A new retreat approach of intensive independent living skills training at an off-site environment is being piloted.

Our Assistive Support Programs for Independence, Renewal, and Education (ASPIRE) offers support to ?older blind? individuals residing in New Jersey, by facilitating the development and maintenance of an extensive state-wide network of peer support groups designed specifically for people with vision loss. Program Participants provide valuable support to one another through the sharing of experiences and by helping each other to discover solutions for challenges they may be facing. Information is provided which is often not available to individuals elsewhere. Additionally, demonstrations of daily living skills as well as adaptive products for people with vision loss are frequently presented at groups. Development of the program began in late June, 2015 and is ongoing.

In November of 2015 we introduced the Library Equal Access Program (LEAP), an initiative that offers beginner level assistive technology software training for New Jersey residents at select public libraries across the state. The LEAP program, sponsored by NJCBVI, targets adults 55 years of age and older, and will provide basic computer skills training on how to use assistive software, such as magnification and audio reading tools, to help vision impaired users with reading websites, emails and other documents. Training will also include an introduction to using assistive technology features now available on iPads.

LEAP represents a unique partnership between CBVI, the New Jersey State Library's Talking Book & Braille Center (TBBC), Advancing Opportunities, and three selected public libraries in New Jersey. This program is being expanded to include three additional libraries for a total of 6 training sites.

In early fall of 2016, CBVI will begin a pilot program involving a small group of 10-12 older blind individuals. These individuals will participate in a 5 day overnight retreat experience where intensive independent living, socialization, and self- advocacy skills will be taught.

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	No	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	No	Yes	Yes
Counseling services, including psychological, psychotherapeutic, and related services	No	Yes	Yes
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	Yes	Yes
Rehabilitation technology	No	Yes	Yes
Mobility training	No	Yes	Yes
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	Yes	Yes
Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services	No	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	No	Yes	Yes
Education and training necessary for living in the community and participating in community activities	No	Yes	Yes
Supported living	No	No	No
Transportation, including referral and assistance for such transportation	Yes	Yes	Yes
Physical rehabilitation	Yes	No	No
Therapeutic treatment	Yes	No	No
Provision of needed prostheses and other appliances and devices	Yes	No	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	No	Yes	Yes
Services for children with significant disabilities	No	No	Yes
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	No	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.

All services priorities outlined in section 1.2 will be predicated on the availability of funds for the years covering the SPIL.

Along with federally mandated Core Services, CIL services are consistent with SPIL goals including Emergency Preparedness, Accessible/Affordable Housing, Institutional Prevention/Diversion and Employment which will include Transitioning Youth.

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.

N/A

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.

Part B funding and State Matching funds are distributed to the five B Centers by DVRS in order to support both general operations and IL Core Services. In New Jersey the state money for IL services is given to five B Centers by way of state contracts. These contracts describe the five Core Independent Living Services provided by these centers, how these services will be provided and by whom and include the state assurances. The determination of eligibility for these services

and the development of an IL plan for individuals who receive these services are delegated to the B centers in this way.

CBVI currently does not have any grants or contracts with outside providers to provide IL services. Instead, such services are provided internally to the general IL population irrespective of age. CBVI provides Independent Living Services in several core areas: 1) Activities of Daily Living: Home Instructors provide training in kitchen skills, personal grooming, communication (including Braille instruction), and other related skills to maintain living independently in the client's domicile and community; 2) Orientation and Mobility instruction: Masters level instructors provide training in and around the client's home as well as in the community to ensure safe travel and existence in the home environment; 3) Eye Health Nursing: Registered nurses provide instruction in areas of self-medicating as well as interacting with vendor eye health providers for assessment and treatment (restoration) of eye disease. 4) Consultations are requested as needed from a panel of vendor low vision providers to optimize remaining functional vision through the use of non-optical devices, conventional lenses, magnifiers, telescopes, and adaptive technology. The use of vendor providers is facilitated directly at the discretion of CBVI staff as described above. The instructors described above also provide a variety of aids and devices that facilitate independence, e.g., kitchen aids, talking and Braille watches, raised markings on household devices, lighting assistance, mobility canes, and talking glucometers. This multidisciplinary approach enables a blind individual to realize their individual potential and to achieve the goal of maximizing that potential. Further, those with decreasing functional vision are trained to use vision as a secondary rather than primary sensory modality.

Support Service Provider ? New Jersey (SSP-NJ) is a collaborative program offered by the Center for Sensory and Complex Disabilities at The College of New Jersey. All consumers eligible for the program are able to self-direct services provided by a network of trained SSPs that allows for greater community integration of adults who are deaf-blind. Each consumer of the service is able to determine how to utilize 16 hours of SSP services per month based on a list of approved activities. Activities may include medical appointments, shopping, community events, and work related activities.

In general, an SSP's role is to assist people who are deaf-blind by providing them with the supports they need to enable them to lead more independent lives. The role of an SSP is to provide visual information to the consumer and to assist with the visual evaluation or interpretation of that information. They can also facilitate communication access with the general public, and provide assistance in traveling, by acting as a human guide. Consumers have the choice to pick their SSP from a list of approved providers or seek assistance from SSP-NJ to identify a good match based on their access needs and their location in the state. All SSP's must go through a screening process, including a criminal background check and undergo a multi-tier training developed by The College of New Jersey.

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.

In the four Part B centers that are state funded, and the soon-to-be so funded new CIL, there is a contract with the Department of Labor and Workforce Development and the specific CIL in which all terms and conditions are defined. See above Assurances.

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.

In New Jersey, there are ten (10) Centers for Independent Living that, through their catchment areas, serve all twenty-one (21) counties in the state. Although some centers are B centers, every center in the network complies with the standards and assurances in Section 725 (b) and (c) of the Act. There are 6 C centers funded directly with federal monies. There are 3 B sites funded through Part B and State monies (via both DVRS and CBVI). One center is the former ARRA recipient and thus has both B and C funding. Finally, a new B center will open within a year, replacing one that closed in 2016, but it is not listed here because it is not yet operating, has no address or staff, etc.

Alliance for Disabled in Action (ADA) - B (Part b, State Match)

629 Amboy Ave., Lower Level Suite, Edison, NJ 08837

Catchment Area: Middlesex, Somerset, Union Counties

SPIL SIGNATORY

Camden City Independent Living Center (CCILC) - C (Part c)

2600 Mt. Ephraim Ave., Suite 413, Camden, NJ 08104

Catchment Area: City of Camden

SPIL SIGNATORY

Center for Independent Living South Jersey (CILSJ) - B (Part b, State Match)

1200 N. Delsea Dr., Plaza 47, Suite 6, Westville, NJ 08093

Catchment Area: Camden and Gloucester Counties

SPIL SIGNATORY

Dawn Center for Independent Living (DAWN) - B and C (Part B, State Match, Part C for new site)

66 Ford Rd. Suite 121 Denville, NJ 07834

Catchment Area: Morris, Sussex, Warren Counties

SPIIL SIGNATORY

DIAL Center for Independent Living (DIAL) - C (Part c)

2 Prospect Village Plaza, FL 1, Clifton, NJ 07018

Catchment Area: Essex and Passaic Counties, City of Newark

SPIIL SIGNATORY

Heightened Independence and Progress (hip-Bergen) - C (Part c)

131 Main St., Suite 120, Hackensack, NJ 07601

Catchment Area: Bergen County

SPIIL SIGNATORY

Heightened Independence and Progress (hip-Hudson) - C (Part c)

35 Journal Square, Suite 703, Jersey City, NJ 07306

Catchment Area: Hudson County

SPIIL SIGNATORY

MOCEANS Center for Independent Living (MOCEANS) - B (Part b, State Match)

279 Broadway, Suite 201, Long Branch, NJ 07740

Catchment Area: Monmouth and Ocean Counties

SPIIL SIGNATORY

Progressive Center for Independent Living (PCIL) - C (Part c)

3525 Quakerbridge Rd. Suite 904

Hamilton, NJ 08619

Catchment Area: Hunterdon and Mercer Counties

SPIIL SIGNATORY

Resources for Independent Living (RIL) - C (Part c)

351 High Street, Suite 103, Burlington, NJ 08106

Catchment Area: Burlington County

6 East Pine Street - 1st floor

Millville, NJ 08332

193 North Broadway

Pennsville, NJ 08070

Catchment Area: Cape May, Cumberland, Salem Counties

SPIIL SIGNATORY

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).

- 1) There are no un-served counties in New Jersey. Every county has an assigned CIL.
- 2) There are nine counties not covered by a Part C center: Union, Middlesex, Somerset, Atlantic, Morris, Camden, Gloucester, Monmouth and Ocean.
- 3) The counties of Ocean and Union have been identified as most underserved in previous SPILS.
- 4) According to New Jersey's funding formula that takes into account the costs of doing business, the population of persons with disabilities and the clusters of these individuals in different areas of New Jersey, dictate that \$125,000 in State or Federal funds is the minimum funding needed to maintain or create a center for independent living.
- 5) Should the minimum funding of at least \$125,000 of new, above-COLA Part C funds and/or State funds to establish a new CIL become available, Union and Ocean counties would be the priorities for a new CIL competition, per the RFP process. The CIL selection will be made with input from SILC and key selection criteria will be not only the program plans of but also the resources of the applicants.

6) Should additional above COLA, permanent, regular Part C funds be available that are less than the \$125,000 minimum level mentioned previously becomes available, the funds will be distributed proportionally to the existing C centers whose funding bases are below that level in order to bring them as close as available funding permits to that minimum funding level.

7) If State funds become available at less than the \$125,000 level recommended for a new center, the money should be divided first equally among ALL CILs or, if that is not feasible, equally among B centers only. The option chosen will be guided by the federal and state regulations at that time.

8) Any amount of new, Part C funds, above COLA but under 125,000 remaining after under-base-funding centers reach the \$125,000 level will be distributed equally amongst the Part C centers, including the centers just brought up to base funding.

9) If an existing center's Part C grant is terminated or relinquished, the first priority would be for ACL to conduct a competition for a new CIL to serve the same area that had been served by the terminated or relinquished CIL

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.

In New Jersey the DSE receives, accounts for and disburses funds received by the State. Contracts, which include budgets, for the part B centers and the SILC are created by the grantees and approved by the DSE. The DSE not only monitors these contracts but is available for technical assistance to both B and C centers. Monthly reports are provided by the B Centers throughout the year and services and financial information is monitored as it comes in. The Part B Centers allot \$4,000 to cover the costs of private accountants to handle the auditing responsibility. The DSE assists in formalizing SILC membership, keeps records regarding the SILC and the Part B Centers, and provides technical assistance in the completion of the SPIL and the 704 report and modifications to either, if necessary. NJDVRS houses two IL centers in the local DVRS office to help ensure easy access to consumers whose centers cover multiple counties. BOTH DVRS and CBVI have central office liaisons assigned to the SILC. These individuals provide monthly updates at meetings on contract issues, state and federal regs and procedures, technical assistance and the other relevant DSE activities.

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

In New Jersey the state money for IL services is given to four B Centers by way of state contracts. When the fifth B center opens, it, too, will have a state contract. These contracts describe the five Core Independent Living Services provided by these centers, how these services will be provided and by whom and include the state assurances. The determination of eligibility for these services and the development of an IL plan for individuals who receive these services are delegated to the B centers in this way.

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.

SILC operates as a 501 (C3) and meets 10 times per year (not including the Annual Training session) offering the members travel reimbursement if necessary and sponsorships at relevant conferences throughout the year. The SILC utilizes a CIL as a fiscal agent, with which it has a contract. Progressive Center for IL (PCIL) maintains fiscal records and disburses funds as authorized by the SILC Treasurer. Examples: travel expense reimbursement, personal care assistant expenses for some members and payment of authorized bills. All accounting activities are conducted by the fiscal agent and reviewed by the SILC treasurer. There is also an annual review by an outside accountant auditor. PCIL provides in-kind administrative support by providing a mailing address. Project Freedom, an inclusive housing developer, offers its several sites as space for larger meetings or public forums and has been hosting the monthly meetings for several years. The SILC employs a Coordinator who is responsible for coordination of SILC activities and communication including such activities as preparing the 704 and the contract/budget, taking minutes when the secretary is absent, organizing council and executive board meetings, arranging for speakers and trainings, completing special projects such as the RSA audit, the new SPIL and public forums. The SILC is funded through I&E funds via DVRS (\$70,000 annually) and CBVI State Match funds (\$14,190 annually). These funds are used to conduct statutorily delineated duties of the SILC.

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 SILC will be responsible for the proper expenditure of funds and the use of resources it receives under the SILC Budget. The fiscal agent is Progressive Center for IL, NJ. The SILC's elected Treasurer monitors and approves expenditures prior to submission to the fiscal agent for processing, reviews monthly reports submitted by the FA and submits her own report to the SILC. Also, the SPIL, the DSU-SILC contracts and the Coordinator's contract are subject to review and approval by the entire Council. The SILC membership reviews profit/loss and bank statements monthly and receives a verbal report at most meetings from the FA.

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

No conditions or requirements are included in the SILC budget or contract that will compromise the independence of the SILC. The Assurances portion of the annual State-SILC contract also addresses this issue.

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

As much as possible, SILC will rely on using the resources available during the period of this plan.

While assisting the SILC in carrying out its duties under the SPIL, staff and other personnel assigned to the SILC under the SILC Budget will not be assigned duties by the DSE or other agency or office of the State that would create a conflict of interest.

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 not established as an entity within any State agency, including the DSE, and is independent of the DSE and all other State agencies. Executive Order 106 (1993) signed by the Governor established the SILC as a separate entity in, but not of, the New Jersey Department of Labor and Workforce Development. The Council plans to reduce the number of appointed Ex Officios in an effort to improve compliance with composition formulas; however, it will continue to invite an array of state agencies to send representatives to the meetings as a way to keep SILC/CILs informed about key agencies' programs and to help those agencies, in turn, regarding the needs of the IL community.

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.

Members of the SILC shall be appointed by the Governor. Individuals interested in serving on the Council can be referred to the Governor's office for possible SILC membership or directly to the Council. A resume and cover letter/email of interest need to be sent to the Governor's office. The SILC Coordinator conducts an interview based on the RSA Guidelines for Composition of a SILC, addressing such issues as whether the individual comes from the disability community, is a parent of an individual with a disability, or is a representative from an IL Center or other service provider or agency, etc. She then prepares a summary of the information gathered, presents it to the Council, which votes on the application. If nomination is agreed upon, the

person's resume, note of interest in serving, a SILC letter of support of the nomination and a DVRS Membership (tracking) Form are sent to both the Governor's Appointments Office and to DVRS.

The members shall reflect a majority of qualified persons with disabilities representing the interest of New Jersey's cross-disability population. This particular requirement has been a challenge for the NJ SILC because it has not been at full membership for several years and, in NJ, the Executive Order creating the SILC requires that THREE CIL directors sit on the Council, representing the three areas of the state. Since the CIL reps on a Council are counted in the total membership number (denominator) but not in the number of members with disabilities (numerator), the percentage of PWD on the NJSILC often has fallen below 51%. Recruitment of members is ongoing and focuses on candidates with disabilities but meeting the Complex Formula criteria remains a challenge, due to the 3 CIL directors mandate and the appointment of five (initially, seven!) ex officios.

The majority of the members appointed to the Council are not employed by any State agency or center for independent living.

The Council also consists of at least one parent or guardian of an individual with a disability. The Council may also be comprised of other representatives from centers for independent living, advocates of and for individuals with disabilities, representatives from organizations that provide services for individuals with disabilities and other appropriate individuals, including a Business Rep. The Council elects officers including a member to serve as Chair.

NJ SILC can have 17 voting members under the ordinance; however, rarely have that many slots been filled and if they are, it's not for a sustained period. Disabilities represented on the Council at this time include mobility, hearing and emotional; however, two of these people are CIL directors and cannot be included in the computation.

CIL representation: there are three voting CIL members, one each representing the northern, central and southern regions of the state. These representatives are nominated by the CIL Directors Association and are not subject to any vetting process, except appointment by the governor.

Ex-Officio representation: Regular state agency representatives include the DSEs of DVRS and CBVI along with Department of Education, Division of Disability Services, Division of Developmental Disabilities. The Disability Rights re left state service so, technically, DRNJ no longer is an Ex Officio, although a rep attends SILC meetings. A Labor/Workforce EO left state service shortly after appointment so that EO slot has dropped off. Frankly, these changes are helpful in SILC's effort to comply with both Composition Criteria Formulas.

SILC recognizes that, given our State's diversity, more ethnic and disability groups should be represented (e.g., Asian ethnicity, hearing disabilities).

Current members are in active terms. DVRS helps the SILC ensure awareness of term limits and of composition issues by attending the monthly meetings and sharing information on these issues

with the coordinator and chair. Also, the contact at the Gov.'s Appointments Office has provided a chart of SILC seats, their occupancy and term start/end dates.

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 is responsible for the proper expenditure of funds and use of resources that it receives under the resource plan. For the SILC to be consistent with State law, it supervises and evaluates its staff and other personnel as may be necessary to carry out its functions. SILC's only employee is a part time Coordinator, hired on a contractor basis (no fringe benefits). The Coordinator submits a detailed work log and timesheet for each month. These are reviewed by the Treasurer for approval before submission to the Fiscal Agent for payment. An officer reviews the Coordinator's job performance annually and provides a written report with an improvement plan to the employee and the officers. The Council as a whole reviews the Coordinator's contract annually and votes upon continuing it.

As previously discussed, the Fiscal Agent's duties are monitored by the Treasurer and Chair monthly via a written report and that report plus bank records are sent to the Council for its review and comment.

The Council is advised of the annual auditor results and the full report is sent to Council members.

During any fiscal process the DVRS SILC liaison will provide financial oversight and technical assistance to the SILC and to its members.

- 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.

This is not applicable because, though DVRS and CBVI's SILC liaisons provide general support and technical assistance to the SILC, they are not DSE-provided SILC staff.

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.

All CILS in the network are headed by an executive director and are staffed by people who have direct life experiences with disabilities. The directors and staff receive ongoing training on a variety of legislative and other disability related issues that are deemed to be of importance in their catchment areas. All CILS monitor legislative and community activities in order to react on a timely basis to ensure the provision of appropriate services and supports. CILS staff, under the guidance of their executive directors, are well versed in program services and supports that exist within the catchment areas of each.

- 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.

Each CIL determines which staff positions are required for the administration and execution of the specific CIL programs. All applicants are screened to ensure they are qualified to implement the primary functions of the position they will fill. All staff understand the need to provide equal access in a consumers mode of communication and in the instance the staff is not versed in communicating via that mode, they are aware of the sources they can tap into which will be able to facilitate communication.

Assurances included in the B center contracts indicate that CILS, to the maximum extent feasible, will have personnel available to communicate with individuals with significant disabilities who rely on alternative modes of communication and with individuals whose English Proficiency is limited and who apply for or receive IL services under the SPIL.

The DSE conducts formal reviews of the B Centers to check on whether or not this is being done. The DSE also visits C center to provide technical assistance in this area if it is warranted.

- 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.

Upon hiring, each CIL provides training to ensure the new employee is trained on the Independent Living Movements History and Philosophy, Consumer Choice and Consumer Direction as well as any trainings that are needed for the specific job function. Assurances included in the B contracts indicate that the B CILS will establish and maintain a program of staff development for all classes of positions involved in providing IL services. The DSU does formal reviews of the B Centers to check on whether or not this is being done. The DSE also visits the C centers to provide technical assistance in this area if it is warranted.

- 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.

All Centers for Independent Living (CILs) are equal opportunity employers and provide services to all community members without regard to race, color, gender, age, or disability. This is both a compliance issue for CILs receiving state funding as well those receiving federal funds. All CILs maintain the highest level of standards as it pertains to the quality of its personnel. All CILs maintain a strong affirmative action policy and complies with all state and federal laws relating to this issue. These policies are detailed within the policy and procedure manuals maintained by each CIL. All CILs encourage applications from members of racial or ethnic groups, women, persons with disabilities, and elderly individuals. All CILs comply with Section 504 of the Rehabilitation Act of 1973, the 1992 Amendments, and the specifications of the Americans with Disabilities Act of 1991. The DSU does formal reviews of the B Centers to be sure that this is being done. The DSU also visits the C centers to provide technical assistance in this area if warranted.

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.

All recipients of financial assistance under Chapter 1 will afford access to the Secretary and the Comptroller General or any of their duly authorized representatives, for the purpose of conducting audits and examinations, to all records maintained pursuant to section 7.3 of the SPIL immediately above and any other books, document, papers, and records of the recipients that are pertinent to the financial assistance received under Chapter 1. Money is dispersed to the B centers by way of formal invoicing. Invoices are accompanied by expenditure reports and these expenditure reports indicate for what types of expenses they are being reimbursed. They also track the different budget lines that are being expended. While doing the formal reviews of the B centers, the DSE is accompanied by the Internal Audit Division of the Department of Labor and Workforce Development. Internal Audit goes over all of the B centers accounts, expenditures and receipts and determines whether or not there is fiscal control and use of proper accounting procedures. The DSE checks to see whether or not the B center is in compliance with EDGAR.

6.3 Recordkeeping, Access and Reporting

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

The centers follow all of the guidelines of 34 that indicate that require establishment of a consumer service record for every individual who receives services. The Assurances that are included with the B center contracts state that the B CIL will provide IL services to individuals with significant disabilities in accordance with an IL plan (ILP) 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.

The DSE does a formal review to be sure that this is being done. The DSU also visits the C centers and offers technical assistance in this area if necessary.

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

The Part C centers file an annual 704 report and the Part B centers include their reporting in the 704 reporting that is submitted by the SILC and by the DSE.

- 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.

Fiscal records are maintained by the Fiscal Agent and are available to appropriate officials or their designees for audits, reviews, etc. The Coordinator also maintains copies of some fiscal or fiscally-related files, such as Treasurer Reports and budgets/contracts. The B centers keep all of their records and financial reports for the DSU or the Commissioner and the Comptroller General to review

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.

The DSE makes regular reviews of the B centers and checks to be sure that this requirement is being upheld. The DSE also visits C centers and offers them technical assistance in this area if it is warranted.

- 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.

The CILS provide information and referral services as well as information about IL services to persons with disabilities, their families, their support systems, and the community at large. Quarterly reports from the B centers to the DS indicate the extent to which it is being done. The

DSU does formal reviews of the B centers to be sure that this is being done. The DS also visits C centers and offers them technical assistance in this area if it is warranted.

- 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.

Eligibility determination is made via consideration of the following:

Individuals are deemed eligible for Independent Living Services through CILS based on having a significant physical, mental, cognitive, or sensory disability.

These individuals ability to function within the family or community or whose ability to obtain, maintain, or advance in employment is substantially limited.

Provision of IL services to eligible individuals will improve the individual's ability to function, continue functioning, or move towards functioning independently in the family, community, or gaining/sustaining employment. The Assurances that are included in the B center contracts indicate that services will support and promote choice, self-direction, and independent living in the lives of people with disabilities, with the right of the individual to full inclusion in the community. The DSE does a formal review to be sure that this is being done. The DSE also visits C centers and offers them technical assistance in this area if it is warranted.

- 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.

All eligibility requirements are applied without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability. This requirement is also listed in the Assurances that are part of the B center's contract. The DSE does a formal review to be sure that this is being done. The DSE also visits C centers and offers them technical assistance in this area if it is warranted.

- 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.

No individuals with a disability who are otherwise eligible for IL services are denied or excluded due to a state or local residence requirement. The DSU does a formal review of the B centers to be sure that this is being done. The DSU also visits C centers and offers them technical assistance in this area if it is warranted.

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.

All individuals deemed eligible for IL services are provided an opportunity to develop an individualized Independent Living Plan, including specific measurable goals and objectives. Individuals have the CIL's IL service program information provided to them in the appropriate format to ensure full understanding and consent. Should the individual decline the ILP, they are requested to sign a waiver indicating that an ILP is unnecessary. The DSE does a formal review of the B centers to be sure that this is being done. The DSE also visits the C centers and offers them technical assistance in this area if it is warranted.

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.

All CILS are familiar with the mandates of the Client Assistance Program and familiar with its operation under Disability Rights New Jersey (DRNJ). Information about the Client Assistance Program is posted at the CILS and provided in alternate formats, as well as English and Spanish versions, upon request. The information regarding the Client Assistance Program is provided to any individual for whom a consumer service record is established. The Assurances that are part of the B center's contract indicated that the CIL will advise those individuals seeking or receiving IL services about the availability of the Client Assistance Program, the services provided under such program, and information on the means of seeking assistance under such program. A formal review of the B center will be done by the DSE to be sure that this is being done. The DSE will also visit the C centers and offer technical assistance in this area if it is warranted.

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.

All CILs have established confidentiality policies and all staff receives written copies of same at the time of employment. The DSE does formal reviews of the B centers to be sure that this is being done. The DSE also visits the C centers and offers them technical assistance in this area if it is warranted.

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
#1	<p>1a. SILC Coordinator and/or members of an Executive Director Development Committee conduct research including: selection of the six states to be contacted, the people to contact and an outline of the information to be gathered (examples: process used to create ED position, ED salary and benefits, job duties, full/part time status) and potential sources of funding the position. A detailed report is compiled for each state and shared with the Council and CIL directors.</p> <p>1b. The Committee develops a draft plan for hiring an ED based on the data gathered and shares it with the Council and CIL directors.</p>
#2	<p>2a. IL Coordinator will be sent the municipal relief requests sent to CILs and the Council, will organize and maintain files of them and, quarterly, will send the CIL directors a list of the town sin their catchment areas that are requesting relief from complying with COAH guidelines.</p> <p>2b. If the situation arises that Section 8 availability by town becomes available, SILC Coordinator will collect that information and forward it quarterly to the CIL directors.</p> <p>2c. At each SILC meeting, the Housing SME will give a report regarding accessible-affordable housing trainings/meetings he?s attended and legislation/problems/activities of which he?s aware. Likewise, SILC members and CIL directors will share similar housing information they have acquired in their community activities.</p>
#3	<p>3a. The Emergency Preparedness SME reports at each SILC meeting on the EP events he?s attended, EP legislation, and EP issues of which he?s become aware.</p> <p>3b. At least once per year, the quarterly SILC Newsletter includes an article on a topic related to EP for people with disabilities.</p>
#4	<p>4a. SILC will coordinate gathering and distribution of 1200 Money Follows the Person booklets to the CILs (100 each) for them to share with county and local</p>

	<p>organizations serving senior citizens and people with disabilities in their catchment areas.</p> <p>4b. SILC will continue to partner with statewide programs such as Supportive Housing Association and the Housing and Community Development Network of NJ in their efforts to expand accessible-affordable housing so that people with disabilities have options to institutional living.</p>
#5	<p>5a. SILC will prepare an information flyer about the It's All About Work Program offered by the CILs and distribute it to state legislators.</p> <p>5b. Portions of the flyer will be published in newspapers as a type advertisement for the program and the SILC Newsletter will carry an article or ad about IAAW in every issue.</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.

N/A