

# Data Entry

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## RSA-704 Part I for IL program for South Dakota - H169A110061 FY2011

### Subpart I - Administrative Data

#### Section A - Sources and Amounts of Funds and Resources

Indicate amount received by the DSU as per each funding source. Enter 0 for none.

##### Item 1 - All Federal Funds Received

(A) Title VII, Ch. 1, Part B  
353,293

(B) Title VII, Ch. 1, Part C - For 723 states Only  
0

(C) Title VII, Ch. 2  
0

(D) Other Federal Funds  
213,948

##### Item 2 - Other Government Funds

(E) State Government Funds  
37,954

(F) Local Government Funds  
0

##### Item 3 - Private Resources

(G) Fees for Service (program income, etc.)  
0

(H) Other resources  
0

##### Item 4 - Total Income

Total income = (A)+(B)+(C)+(D)+(E)+(F)+(G)+(H)

605,195

**Item 5 - Pass-Through Funds**

Amount of other funds received as pass through funds to consumers (include funds, received on behalf of consumers, that are subsequently passed on to consumers, e.g., personal assistance services, representative payee funds, Medicaid funds, etc.)

0

**Item 6 - Net Operating Resources**

[Total Income (Section 4) minus Pass-Through Funds amount (Section 5) = Net Operating Resources

605,195

**Section B - Distribution of Title VII, Chapter 1, Part B Funds**

<b>What Activities were Conducted with Part B Funds?</b>	<b>Expenditures of Part B Funds by DSU Staff</b>	<b>Expenditures for Services Rendered by Grant or Contract</b>
(1) Provided resources to the SILC to carry out its functions	0	15,542
(2) Provided IL services to individuals with significant disabilities	0	589,653
(3) Demonstrated ways to expand and improve IL services	0	0
(4) Supported the general operation of CILs that are in compliance with the standards and assurances set forth in subsections (b) and (c) of section 725 of the Act	0	0
(5) Supported activities to increase capacity to develop approaches or systems for providing IL services	0	0
(6) Conducted studies and analyses, gathered information, developed model policies, and presented findings in order to enhance IL services	0	0
(7) Provided training regarding the IL philosophy	0	0
(8) Provided outreach to unserved or underserved populations, including minority groups and urban and rural populations	0	0

**Section C - Grants or Contracts Used to Distribute Title VII, Chapter 1, Part B Funds**

<b>Name of Grantee or Contractor</b>	<b>Use of Funds (based on the activities listed in Support 1, Section B)</b>	<b>Amount of Part B Funds</b>	<b>Amount of Non-Part B Funds</b>	<b>Consumer Eligibility Determined By DSU or Provider</b>	<b>CSRs Kept With DSU or Provider</b>
Western Resources for dis-ABLED Independence	IL Services, Outreach, Home modifications, Assistive Devices	63,522	58,489	Provider	Provider
Opportunities for Independent Living Choices (ILC North)	IL Services, Outreach, Home modifications, Assistive Devices	119,267	32,163	Provider	Provider
Independent Living Choices (ILC South)	IL Services, Outreach, Home modifications, Assistive Devices	81,608	93,234	Provider	Provider
Native American Advocacy Project (Tateya Topa Ho)	IL Services, Outreach, Home modifications, Assistive Devices	74,908	66,492	Provider	Provider
South Dakota Coalition of Citizens with Disabilities	Support of the SILC, CIL staff training	13,988	1,554	N/A	N/A

**Section D - Grants or Contracts for Purposes Other than Providing IL Services or For the General Operation of Centers**

Describe the objectives, activities and results for each Part B grant or contract awarded for purposes other than IL services or the general operation of centers.

The South Dakota Coalition of Citizens with Disabilities, a statewide, cross-disability, consumer organization, was funded to provide staff support to the Statewide Independent Living Council. These funds were used to cover meeting costs, member travel expenses, staff travel expenses, CIL staff training and SILC strategic planning activities. Specific strategic planning activities supported during FY2011 were: Support of the 2011 Youth Leadership Forum Renewal of memberships in NCIL and APRIL. Support of a CIL hosted ADA Anniversary Celebration Support of a Third Party Study of IL Services Effectiveness in SD Promotion of Artists with disabilities work

## **Section E - Monitoring Title VII, Chapter 1, Part B Funds**

Provide a summary of the program or fiscal review, evaluation and monitoring conducted by the state of any of the grantees/contractors receiving Part B funds during the reporting year.

The DSU has completed annual consumer service record (CSR) and program reviews of Part B funded CIL's, which were carried out by the DSU IL Program Specialist. The reviews are completed on-site at each respective CIL. The DSU IL Program Specialist examines appropriateness of eligibility decisions, presence of an independent living plan (ILP) or waiver of the ILP, timeliness of services and consumer outcomes. Upon the completion of the review, a report is prepared, which is shared with the CIL, DSU and SILC leadership. The Division of Service to the Blind and Visually Impaired (SBVI) completes case file reviews for the Older Blind Independent Living Program. Consumer records are randomly selected at various points in the service delivery process i.e., application, eligibility, services and closure, successful and unsuccessful. This review examines the records for items such as appropriateness of eligibility decisions, evidence of consumer driver independent living plan, and provision of IL services in a timely manner. Once reviews have been completed, results are discussed with staff members, and if any systemic issues are identified, they are addressed on a statewide basis.

## **Section F - Administrative Support Services and Staffing**

### **Item 1 - Administrative Support Services**

Describe any administrative support services, including staffing, provided by the DSU to the Part B Program.

The DSU provides .5 FTE as administrative support of the Part B funded CIL's and other Part B funded activities. This staff is responsible for the annual reviews of CIL's and technical assistance and training to staff working with Part B funded activities. This person also ensures preparation and submission of the State Plan for Independent Living and the annual Section 704 report in collaboration with the SILC.

### **Item 2 - Staffing**

Enter requested staff information for the DSU and service providers listed in Section C, above (excluding Part C funded CILs)

<b>Type of Staff</b>	<b>Total Number of FTEs</b>	<b>FTEs filled by Individuals with Disabilities</b>
Decision Making	17.00	12.00
Other Staff	20.00	12.50

## **Section G - For Section 723 States ONLY**

### **Item 1 - Distribution of Part C Funds to Centers**

<b>Name of CIL</b>	<b>Amount of Part C Funding Received</b>	<b>Cost of Living Increase?</b>	<b>Excess Funds After Cost of Living Increase?</b>	<b>New Center?</b>	<b>Onsite Compliance Review of Center?</b>
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### **Item 2 - Administrative Support Services**

Describe the administrative support services used by the DSU to administer the Part C program.

### **Item 3 - Monitoring and Onsite Compliance Reviews**

Provide a summary of the monitoring activities involving Part C centers conducted by the state during the current reporting year, including the onsite reviews of at least 15% of centers receiving Part C funds under section 723. The summary should include, at least, the following:

- centers' level of compliance with the standards and assurances in Section 725 of the Act;
- any adverse actions taken against centers;
- any corrective action plans entered into with centers; and
- exemplary, replicable or model practices for centers.

### **Item 4 - Updates or Issues**

Provide any updates to the administration of the Part C program by the DSU, if any, including any significant changes in the amount of earmarked funds or any changes in the order of priorities in the distribution of Part C funds. Provide a description of any issues of concern addressed by the DSU in its administration of the Part C program.

## **Subpart II - Number and Types of Individuals With Significant Disabilities Receiving Services**

### **Section A - Number of Consumers Served During the Reporting Year**

(1) Enter the number of active CSRs carried over from September 30 of the preceding reporting year

1,055

(2) Enter the number of CSRs started since October 1 of the reporting year

1,582

(3) Add lines (1) and (2) to get the *total number of consumers served*

2,637

## **Section B - Number of CSRs Closed by September 30 of the Reporting Year**

(1) Moved

30

(2) Withdrawn

93

(3) Died

47

(4) Completed all goals set

1,415

(5) Other

100

(6) Add lines (1) + (2) + (3) + (4) +(5) to get *total CSRs closed*

1,685

## **Section C - Number of CSRs Active on September 30 of the Reporting Year**

### **Section D - IL Plans and Waivers**

Indicate the number of consumers in each category below.

(1) Number of consumers who signed a waiver

1,933

(2) Number of consumers with whom an ILP was developed

704

### **Section E - Age**

Indicate the number of consumers in each category below.

(1) Under 5 years old

5

(2) Ages 5 - 19

120

(3) Ages 20 - 24

108

(4) Ages 25 - 59

781

(5) Age 60 and Older

1,605

(6) Age unavailable  
18

## **Section F - Sex**

Indicate the number of consumers in each category below.

(1) Number of Females served  
2,059  
(2) Number of Males served  
574

## **Section G - Race and Ethnicity**

Indicate the number of consumers served in each category below. Each consumer may be counted under ONLY ONE of the following categories in the 704 Report, even if the consumer reported more than one race and/or Hispanic/Latino ethnicity).

(1) American Indian or Alaska Native  
253  
(2) Asian  
7  
(3) Black or African American  
32  
(4) Native Hawaiian or Other Pacific Islander  
1  
(5) White  
2,272  
(6) Hispanic/Latino of any race or Hispanic/Latino only  
19  
(7) Two or more races  
11  
(8) Race and ethnicity unknown  
42

## **Section H - Disability**

Indicate the number of consumers in each category below.

(1) Cognitive  
158  
(2) Mental/Emotional  
89  
(3) Physical  
1,222  
(4) Hearing

36  
 (5) Vision  
 38  
 (6) Multiple Disabilities  
 1,033  
 (7) Other  
 61

## **Subpart III - Individual Services and Achievements Funded through Title VII, Chapter 1, Part B Funds**

### **Section A - Individual Services and Achievements**

For the reporting year, indicate in the chart below how many consumers requested and received each of the following IL services. Include all consumers who were provided services during the reporting year through Part B funds, either directly by DSU staff or via grants or contracts with other providers. Do *not* include consumers who were served by any centers that received Part C funds during the reporting year.

<b>Services</b>	<b>Consumers Requesting Services</b>	<b>Consumers Receiving Services</b>
(A) Advocacy/Legal Services	1,764	1,761
(B) Assistive Technology	1,266	1,257
(C) Children's Services	11	11
(D) Communication Services	783	782
(E) Counseling and Related Services	4	4
(F) Family Services	316	316
(G) Housing, Home Modifications, and Shelter Services	789	788
(H) IL Skills Training and Life Skills Training	405	405
(I) Information and Referral Services	3,404	3,327
(J) Mental Restoration Services	2	2
(K) Mobility Training	25	25
(L) Peer Counseling Services	1,445	1,445
(M) Personal Assistance Services	207	206
(N) Physical Restoration Services	5	5
(O) Preventive Services	249	249
(P) Prostheses, Orthotics, and Other Appliances	3	3
(Q) Recreational Services	34	34
(R) Rehabilitation Technology Services	428	427
(S) Therapeutic Treatment	1	1

(T) Transportation Services	28	28
(U) Youth/Transition Services	50	50
(V) Vocational Services	68	68
(W) Other Services	1,745	1,744

## Section B - Increased Independence

### Item 1 - Goals Related to Increased Independence in a Significant Life Area

Indicate the number of consumers who set goals related to the following significant life areas, the number whose goals are still in progress, and the number who achieved their goals as a result of the provision of IL services.

Significant Life Area	Goals Set	Goals Achieved	In Progress
(A) Self-Advocacy/Self-Empowerment	2,215	1,655	429
(B) Communication	211	162	43
(C) Mobility/Transportation	361	245	83
(D) Community-Based Living	519	292	136
(E) Educational	1,844	1,499	261
(F) Vocational	107	55	28
(G) Self-care	871	745	70
(H) Information Access/Technology	3,487	2,857	471
(I) Personal Resource Management	1,276	1,013	181
(J) Relocation from a Nursing Home or Institution to Community-Based Living	31	23	5
(K) Community/Social Participation	74	46	17
(L) Other	248	162	60

### Item 2 - Improved Access To Transportation, Health Care and Assistive Technology

#### (A) Table

Area	Number of Consumers Requiring Access	Number of Consumers Achieving Access	Number of Consumers Whose Access is in Progress
(A) Transportation	74	46	17
(B) Health Care Services	297	226	65

(C) Assistive Technology 1,641 1,492 288

Note: For most IL services, a consumers access to previously unavailable transportation, health care and assistive technology is documented through his or her CSR. In some instances, consumers may achieve an outcome solely through information and referral (I&R) services. To document these instances as successful outcomes, providers are not required to create CSRs for these consumers but must be able to document that follow-up contacts with these consumers showed access to previously unavailable transportation, health care and assistive technology.

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**(B) I&R Information**

To inform RSA how many service providers engage in I&R follow-up contacts regarding access to transportation, health care services or assistive technology, please indicate the following:

Follow-up contacts with I&R recipients

The service provider **did** engage in follow-up contacts with I&R recipients to document access gained to previously unavailable transportation, health care or assistive technology.

**Section C - Additional Information Concerning Individual Services or Achievements**

Please provide any additional description or explanation concerning individual services or achievements reported in subpart III, including outstanding success stories and/or major obstacles encountered.

None

**Subpart IV - Community Activities and Coordination**

**Section A - Community Activities**

**Item 1 - Community Activities Table**

In the table below, summarize the community activities involving the DSU, SILC and CILs in the Statewide Network of Centers (excluding Part C fund recipients) during the reporting year. For each activity, identify the primary disability issue(s) addressed as well as the type of activity conducted. Indicate the entity(ies) primarily involved and the time spent. Describe the primary objective(s) and outcome(s) for each activity. Add more rows as necessary.

<b>Issue Area</b>	<b>Activity Type</b>	<b>Primary Entity</b>	<b>Hours Spent</b>	<b>Objectives</b>	<b>Outcome(s)</b>
Other	Community Ed. and	DSU,	175	Provide	Estimate that over

Public Info.	CILs, SILC, Seperate Blind Agency		information on abilities of people with disabilities, available services and supports, employer resources, disability etiquette, etc.	1,460 people directly participated in these events i.e., employers, people with disabilities, CIL staff, VR staff, local providers, community leaders, general public. In addition, t
Other Outreach Efforts	DSU, CILs, SILC, Seperate Blind Agency	250	Provide information on available IL services in SD.	All of the primary entities participated in various community based activities i.e., health fairs, conferences, inter- agency luncheons on a larger scale; service club presentations, peer support group
Other Community/Systems Advocacy	SILC and DSUs	20	Support leadership training for youth with disabilities.	Thirty-nine high school juniors and seniors participated in the 2010 event.
Other Collaboration/Networking	SILC and DSUs	44	Support SILC development	A majority of SILC members participated in this training.

## Item 2 - Description of Community Activities

For the community activities mentioned above, provide any additional details such as the role of the DSU, SILC, CIL, and/or consumers, names of any partner organizations and further descriptions of the specific activities, services and benefits.

National Disability Employment Awareness Month Activities: Representatives of the SILC, BVR and Board of SBVI participated on a joint state level committee, which promoted and oversaw these community events statewide. SILC members and CIL staffs participated on local community planning groups for the NDEAM activities. These activities were held in 11 communities statewide. The types of events held were: Luncheons/Dinners, which included training on topics such as disability awareness, workforce diversity and disability etiquette and/or Awards Ceremonies recognizing contributions of people with disabilities in the workplace and employers who recognize the value of having a diverse workforce. Local news outlets, both print and television, carried news stories on the events, the speakers and their messages. Also several organizational newsletters promoted and reported on these events. It's estimated that over 1,460 community members directly participated in these activities and thousands more were reached through related publicity and news coverage.

IL Services ? Whenever COALITION staff participates in statewide conferences by hosting an exhibit; they share information on independent living services available statewide with conference participants and make referrals of individuals to specific CILs and programs as it appropriate to their expressed needs. During the reporting period, exhibits were hosted at the annual Vocational Rehabilitation Fall Conference, Partners in Policymaking, Statewide Meeting of County Auditors and the South Dakota Non-Profit Association Conference. Their staff and members also participated in local community events i.e., Diversity Conference, Health Fairs, Community Resource Fairs.

In addition, SILC staff provided IL information to other entities for inclusion in their local community outreach efforts i.e., various NDEAM events, presentations to local providers and service organizations. We estimate a minimum of 1,500 IL informational items was disseminated through these activities. The outcome was that more South Dakotans have a basic knowledge of available IL services and are better able to make appropriate referrals to the SILC, CILs, DSU and the separate Blind Agency.

CIL Staff Training ? This year's SILC sponsored training involved CIL staff and SILC members from across the state. The major training focuses were: The Ten Most Important Words in the English Language; Customer Service in the Human Service World; Z Phone Demonstration; Sharing best practices/solutions to difficult situations; The ADA ? What's Changing/What's Staying the Same; Invisible Voices; and Aging and Disability Resource Centers. The overall outcome was that participants left with information and resources. A second outcome was the opportunity for CIL staffs to network and learn from both the successes and the less successful outcomes of their efforts to serve people with IL needs.

Finally, it provided SILC members with an opportunity to connect with CIL staff and to have greater knowledge of all they do for those they serve. Youth Leadership Forum ? The SILC and DSUs provided financial support to the 2011 Youth Leadership Forum. This weeklong event provided delegates with an opportunity to develop their leadership skills, as well as develop a plan for the future development of these skills. The expected long-term outcome of this effort is that participants will use their leadership skills to continue disability and community advocacy efforts throughout their lives.

SILC Member Training ? This training was carried out via two different vehicles. First, new member orientation and targeted topics were provided through either a separate training event or as a portion of each quarterly meeting. In addition, new members worked one-on-one with SILC and DSU staff in an effort to answer questions that arose throughout the year. Additional training was completed year round through the circulation of various IL related materials to all SILC members i.e., NCIL and APRIL newsletters and policy alerts, brochures on evolving services on both the state and national levels, policy changes. The outcome was that SILC members have a more consistent knowledge and understanding of independent living and the SILC's role within this system and beyond. It was also that SILC members remained current on issues, policies, actions that had potential to impact the IL system ? positively or negatively.

## **Section B - Working Relationships Among Various Entities**

Describe DSU and SILC activities to maximize the cooperation, coordination, and working relationships among the independent living program, the SILC, and CILs; and the DSU, other state agencies represented on the SILC, other councils that address the needs of specific disability populations and issues, and other public and private entities. Describe the expected or actual outcomes of these activities.

The DSU, CILs, SILC and separate Blind Agency in South Dakota work closely with one another and other disability entities within the state. Historically, collaborative relationships have existed between various state government departments i.e., Transportation, Social Services, Human Services, Labor and Health.

Similar relationships have existed between the SILC, CILs, DSU and separate Blind agency and other disability related organizations such as PVA, COALITION and local Mayors Committee, and non-disability related organizations i.e., SD Housing Development Authority, Office of Public Transit and Department of Labor.

These IL related groups recognize and value the expertise each entity brings to the larger picture. Through collaborative efforts, the various partners share the goal of promoting equal opportunity for all South Dakotans with significant disabilities in all aspects of life. These collaborative actions also help to make the most efficient use of available resources, and they result in more timely referrals to the most appropriate services needed at the time.

## **Subpart V - Statewide Independent Living Council (SILC)**

### **Section A - Composition and Appointment**

#### **Item 1 - Current SILC Composition**

In the chart below, provide the requested information for each SILC member. The category in which the member was appointed can be described, for example, as ex-officio state agency representative, other state agency representative, center representative, person with a disability not employed by a center or state agency, section 121 funded project director, parent of person with a disability, community advocate, other service provider, etc. Include current vacancies, along with the corresponding appointment category for each. Add more rows as necessary.

<b>Name of SILC member</b>	<b>Employed by CIL, State Agency or Neither</b>	<b>Appointment Category</b>	<b>Voting or Non-Voting</b>	<b>Term Start Date</b>	<b>Term End Date</b>
Margot Burton	Neither	Person with a disability; advocate	Voting	06/17/2008	06/30/2012
Ann Fortin	State agency	Advocate	Voting	06/30/2009	06/30/2012
Matt Cain	Center	Advocate	Voting	06/30/2009	06/30/2012
Kenneth Rollman	Neither	Person with a disability; advocate	Voting	06/30/2010	06/30/2013

Jenneil Watkins	Neither	Person with a disability;	Voting advocate	06/30/2010	03/30/2013
Larry Puthoff	Neither	Person with a disability;	Voting advocate	08/17/2007	06/30/2013
Shelly Schock	Neither	Person with a disability;	Voting advocate	06/30/2010	06/13/2013
Isavel Trobaugh	Neither	Person with a disability;	Voting advocate	07/13/2011	06/30/2014
Monte Tschetter	Neither	Person with a disability;	Voting advocate	07/18/2011	06/30/2014
Lyle Cook	Neither	Person with a disability;	Voting advocate	07/13/2011	06/30/2014
Annette Gramber	Neither	Person with a disability;	Voting advocate	07/14/2011	06/30/2014
Patrick Czerny	Neither	Person with a disability;	Voting advocate	06/10/2008	06/30/2014
Mark Lauseng	State agency	SD Housing Development Authority Ex-Officio	Non-voting	07/13/2006	06/30/2012
Marilyn Kinsman	State agency	Dept of Social Services Ex-Officio	Non-voting	07/01/1993	06/30/2012
Grady Kickul	State agency	DSU ? Division of Rehabilitation Services; Ex-Officio	Non-voting	07/01/1993	06/30/2012
Gaye Mattke	State agency	Division of Service to the Blind and Visually Impaired; Ex-O	Non-voting	07/01/1993	06/30/2012

## Item 2 - SILC Composition Requirements

Please provide the information requested in the chart below. Include any current vacancies in a particular appointment category.

(A) How many members are on the SILC?

16

(B) How many members of the SILC are individuals with disabilities not employed by a state agency or a center for independent living?

8

(C) How many members of the SILC are voting members?

11

(D) How many of the voting members of the SILC are individuals with disabilities not employed by a state agency or a center for independent living?

8

## **Section B - SILC Membership Qualifications**

### **Item 1 - Statewide Representation**

Describe how the SILC is composed of members who provide statewide representation.

The current SILC membership provides statewide representation through its voting members: The CIL Director is from a center that serves the eastern half of South Dakota, and the four CILS provide coverage to the entire state. Five members live in the western half of the state. One member lives on or near reservation lands and is Native American. Five members live in the central portion of the state. Six members live in the eastern portion of the state.

### **Item 2 - Broad Range of Individuals with Disabilities from Diverse Backgrounds**

Describe how the SILC members represent a broad range of individuals with disabilities from diverse backgrounds.

Within the current SILC composition, there are representatives with the following types of disabilities: ? Mental ? Physical ? Multiple ? Blindness and visual impairments ? Deafness and hearing impairments.

The current members also have connections with a variety of disability related organizations: South Dakota Association of the Deaf National Federation of the Blind SD South Dakota Coalition of Citizens with Disabilities South Dakota Association of the Blind Native American 121 Vocational Rehabilitation Projects Centers for Independent Living South Dakota RehabACTion DakotaLink ? SD?s Assistive Technology Project

### **Item 3 - Knowledgeable about IL**

Describe how SILC members are knowledgeable about centers for independent living and independent living services.

Members bring various levels of knowledge about independent living services and centers for independent living to their participation on the SILC. Some have been or are recipients of IL services. Others have served, or are serving, on local CIL boards. Still others have served on related boards and councils i.e., State Rehabilitation Council, COALITION board of directors, Council on Developmental Disabilities.

To ensure that new SILC members have the opportunity to build upon their current knowledge of the IL system, the SILC provides new member orientation, to which veteran SILC members are invited. This information is provided at a separate time prior to a full SILC meeting. In addition, SILC members are supported in remaining current on IL issues by: Staff regularly disseminating information on current IL services and issues. Inviting SILC members to participate in the annual CIL staff training. Supporting SILC members in participating in various state and national IL events. Encouraging SILC members to participate in ?listening sessions? in their communities to learn of issues specific to those communities. Hosting a SILC meeting in a community where a

CIL is located, so they can learn first hand about its services and meet staff and consumers of the CIL.

## **Section C - SILC Staffing and Support**

### **Item 1 - SILC Staff**

Please provide the name and contact information for the SILC executive director. Indicate the number and titles of any other SILC staff, if applicable. Also indicate whether any SILC staff is also a state agency employee.

South Dakota's SILC executive director is Shelly Pfaff. Her mailing address is: 221 South Central Avenue; Pierre, SD 57501; her phone number is 1.605.945.2207; and her email address is: shellyp@sd-ccd.org. Faith Ellis is the SILC's administrative assistant, and Colette Wagoner provides additional staff support to the SILC. All three positions are part-time positions in support of the SILC, as these individuals are full-time employees of The COALITION ? a statewide, cross disability non-profit organization.

### **Item 2 - SILC Support**

Describe the administrative support services provided by the DSU, if any.

The DSU provides fiscal oversight to ensure that the SILC and CIL's meet their mandated requirements. The DSU assures the timely submission and review of the Section 704 report and the State Plan for Independent Living, with updates provided at each SILC meeting.

## **Section D - SILC Duties**

### **Item 1 - SILC Duties**

Provide a summary of SILC activities conducted during the reporting year related to the SILC's duties listed below.

#### **(A) State Plan Development**

Describe any activities related to the joint development of the state plan. Include any activities in preparation for developing the state plan, such as needs assessments, evaluations of consumer satisfaction, hearings and forums.

During this reporting period, the SILC continued its review of the Comprehensive Statewide Needs Assessment findings completed during the previous year with participation of the Board of Vocational Rehabilitation, Board of Service to the Blind and Visually Impaired and SILC.

The SILC also received updates from each of these respective boards during each quarterly meeting, a means of identifying trends with potential impact on the delivery of IL services in SD.

The SILC hosted a public meeting in Aberdeen focused on the transition of Opportunities for Independent Living to Independent Living Choices. Time was spent talking about how services would be impacted, introducing new staff to participants and seeking direction from participants on what was working well and what might benefit from further development in providing IL services in the impacted coverage area. The SILC also provided some designated time at one of their quarterly meetings to focus specifically on this transition and related topics.

**(B) Monitor, Review and Evaluate the Implementation of the State Plan**

Describe any activities related to the monitoring, review and evaluation of the implementation of the state plan.

The SILC, DSU and SBVI continually evaluate the implementation of the SPIL and monitor expected outcomes. The key ways by which these responsibilities are carried out are: Annual reviews of IL services and programs.

Review of the SPIL at each SILC meeting. The SPIL workplan is a separate document that is published with the state plan document.

Participation in various public and community forums.

Exchange and review of other related boards/councils minutes i.e., Board of Vocational Rehabilitation, Board of Service to the Blind and Visually Impaired Review of IL related data i.e., 704 reports, transit data, housing data, health care statistics, employment statistics.

**(C) Coordination With Other Disability Councils**

Describe the SILC's coordination of activities with the State Rehabilitation Council (SRC) established under section 105, if the state has such a Council, or the commission described in section 101(a)(21)(A), if the state has such a commission, and councils that address the needs of specific disability populations and issues under other Federal law. Please state whether the SILC has at least one representative serving as a member of the SRC and whether the SILC has any members serving on other councils, boards or commissions in the state.

The SILC, State Rehabilitation Council (Board of Vocational Rehabilitation) and the Board of SBVI continue to regularly exchange meeting minutes, as a means of staying current on issues impacting those they serve and available services.

Standing agenda items at the SILC meetings include reports from representatives of each of these boards/councils. As noted above, they also took steps to collaborate with other disability related entities in gathering input for State Plan development. They also did so as an avenue to identify future ways in which these and other disability related entities can work together to strengthen the system's response to the needs of those served.

The Chairpersons of the SILC, Board of Vocational Rehabilitation and Board of Service to the Blind and Visually Impaired continue to explore the possibility of hosting a joint meeting sometime in 2012.

The SILC is linked to other disability organizations, and has opportunity to coordinate efforts with them, through individual members' involvement with other organizations. Some examples of the disability organizations linked through SILC members are: Council on Developmental Disabilities, Freedom to Work Project, SD Homeless Coalition, SD Association of the Blind, SD Association of the Deaf, The COALITION, Aging and Disability Resource Center ? local and state and DakotaLink. These connections are helpful as the SILC seeks ways to better coordinate efforts designed to support South Dakotans with significant disabilities seeking to live independently.

#### **(D) Public Meeting Requirements**

Describe how the SILC has ensured that all regularly scheduled meetings and other public hearings and forums hosted by the SILC are open to the public and sufficient advance notice is provided.

SILC sponsored public meetings and forums are advertised through paid advertisements in local and statewide newspapers. They are also promoted by CILs serving individuals in the targeted area of the state, asking them to share the information with those they serve and the broader community. Information is also circulated through email to a statewide network of advocates, again seeking their assistance in spreading the word and encouraging participation. Finally, information is shared with other disability related organizations, inviting them to share it with their respective members and contacts.

#### **Item 2 - Other Activities**

Describe any other SILC activities funded by non-Part B funds.

Future SILC meetings are scheduled at the conclusion of the previous meeting ? approximately three months from the dates of current meetings. All SILC meetings are open to the public. Staff works with other disability groups to include the dates and locations of upcoming meetings in their membership publications calendar of events and on their websites. Information is also posted on the ?News Tips? section of the state webpage. Meeting agendas are sent to SILC members no later than 10 days prior to the meetings. The agendas are posted at the SILC staff and DSU locations. They are also posted on the Department of Human Services website. Those receiving the agenda are encouraged to share with interested individuals and organizations. Each agenda includes a time for public comment.

#### **Section E - Training and Technical Assistance Needs**

Please identify the SILC's training and technical assistance needs. The needs identified in this chart will guide the priorities set by RSA for the training and technical assistance provided to CILs and SILCs. For each category, choose up to 10 Priority Needs - Rate items 1-10 with 1 being most important.

Advocacy/Leadship Development  
General Overview

Community/Grassroots Organizing

Individual Empowerment

Systems Advocacy

Legislative Process

Applicable Laws

General overview and promulgation of various disability laws

Americans with Disabilities Act

Air-Carrier's Access Act

Fair Housing Act

Individuals with Disabilities Education Improvement Act

Medicaid/Medicare/PAS/waivers/long-term care

Rehabilitation Act of 1973, as amended

Social Security Act

Workforce Investment Act of 1998

Ticket to Work and Work Incentives Improvement Act of 1999

Government Performance Results Act of 1993

Assistive Technologies

General Overview

Data Collecting and Reporting

General Overview

8

704 Reports

Performance Measures contained in 704 Report

Dual Reporting Requirements

Case Service Record Documentation

9

Disability Awareness and Information  
Specific Issues

Evaluation  
General Overview

CIL Standards and Indicators  
4  
Community Needs Assessment

Consumer Satisfaction Surveys

Focus Groups

Outcome Measures  
3  
Financial: Grant Management  
General Overview

Federal Regulations

Budgeting

Fund Accounting

Financial: Resource Development  
General Overview

Diversification of Funding Base

Fee-for-Service Approaches

For Profit Subsidiaries

Fund-Raising Events of Statewide Campaigns

Grant Writing

Independent Living Philosophy  
General Overview

Innovative Programs  
Best Practices

Specific Examples

Management Information Systems  
Computer Skills

Software

Marketing and Public Relations  
General Overview

Presentation/Workshop Skills

Community Awareness

7

Network Strategies  
General Overview

Electronic

Among CILs & SILCs

Community Partners

2

Program Planning  
General Overview of Program Management and Staff Development

CIL Executive Directorship Skills Building

1 - Most important

Conflict Management and Alternative Dispute Resolution

First-Line CIL Supervisor Skills Building

10 - Least important

IL Skills Modules

Peer Mentoring

4

Program Design

Time Management

Team Building

Outreach to Unserved/Underserved Populations

General Overview

Disability

Minority

5

Institutionalized Potential Consumers

Rural

Urban

SILC Roles/Relationship to CILs

General Overview

Development of State Plan for Independent Living

Implementation (monitor & review) of SPIL

6

Public Meetings

Role and Responsibilities of Executive Board

Role and Responsibilities of General Members

Collaborations with In-State Stakeholders

CIL Board of Directors

General Overview

Roles and Responsibilities

Policy Development

Recruiting/Increasing Involvement

Volunteer Programs

General Overview

Option Areas and/or Comments

## **Subpart VI - SPIL Comparison And Updates**

### **Section A - Comparison of Reporting Year Activities with the SPIL**

#### **Item 1 - Progress in Achieving Objectives and Goals**

Describe progress made in achieving the objectives and goals outlined in the most recently approved SPIL. Discuss goals achieved and/or in progress as well as barriers encountered.

Goal 1: Improve the quality of independent living services, including the four core services to individuals with significant disabilities that will allow them to fully participate in community life.

- Objective 1: The DSU will continually evaluate the base funding levels of CILs and SILS and recommend adjustments as appropriate. The Department of Human Services, Division of Rehabilitation Services, Independent Living Program Specialist monitors the new reimbursement approach and its impact on the delivery of the four core services and other services. They report on their findings at each of the SILC's meetings.
- Objective 2: The DSU will annually develop a plan to assist CILs in obtaining alternative funding sources for independent living services in the state. The SILC and DSU continue to encourage CILs to explore new, alternative funding sources for independent living services they provide, or seek to provide, in their service areas. They are encouraged to participate in training events that focus on such activities and to network with CILs from other states to explore what alternative funding sources they have been able to identify and add to their revenue sources. CILs have demonstrated the ability to identify new and unique funding sources for their IL services.
- Objective 3: Annually the SILC will identify issues impacting the ability of persons with significant disabilities to live independently in South Dakota and participate in systems advocacy activities designed to address these issues. During the reporting period, the SILC has actively participated in joint meetings, and joint meetings of relative chairpersons, in an effort to continue to identify issues impacting the ability of persons with significant disabilities living independently. In addition, they are actively participating in the Comprehensive Statewide Needs Assessment (CSNA), currently underway, by having representation on the CSNA's executive committee and by sharing appropriate IL information for consideration in the completion of the CSNA. Whenever possible, they continue to participate in local and statewide opportunities targeted to gathering input from persons with disabilities on needs and services designed to address them.
- Objective 4: The SILC will continue its SPIL monitoring process. The SILC has established a "work plan" designed off the SPIL, and they are working with SILC and DSU staff to develop a mechanism by which they can regularly monitor SPIL activities, to help ensure that progress is being made on them. In the process of monitoring SPIL activities, they are also looking for newly identified needs or barriers to services, which they might work to address in collaboration with IL partners and others within the statewide disability services system and statewide disability organizations. As they seek to develop these mechanisms, they base their designs upon direction received from RSA as to their role in the delivery of IL services in South Dakota.

Goal 2: Provide independent living services to individuals and populations who require these services and are underserved or unserved, including older blind individuals.

- Objective 1: Expand access to independent living services for populations identified as underserved or unserved annually as resources become available. CILs across the state continue to explore avenues to increase their outreach to unserved populations. All CILs provide some degree of transition services to youth. These activities may range from

individual support and advocacy to week-long transition trainings held during the summer months. CIL's have increased their capacity to serve the IL needs of the deaf community in the state. Trainings were provided to all CIL staff on how to enhance their services to meet the needs of this special population. CILs also continue to work closely with the Older Blind program to support the services they already provide across the state. CILs in larger communities with access to larger VA systems work to improve services for veterans. Through the SILC, relationships are fostered not only between the CILs and state agencies, but also with entities such as the Social Security Administration in the state.

- Objective 2: Annually implement activities designed to improve community and consumer knowledge of the availability of independent living and other disability related services. As noted earlier in this report, through its relationship with The COALITION, the SILC has been able to share information on available IL services statewide. This information has been provided to participants of small group trainings, as well as at statewide conferences. It is estimated that over 1,000 individuals received information on IL services through these efforts.
- Objective 3: Continually monitor the role of the specialized programs/services and their impact on meeting the IL needs of persons with significant disabilities in South Dakota. DSU and SBVI staffs have provided updates on these programs at quarterly meetings, including alerting the SILC to any trends or issues impacting the delivery of these services. Resulting conversations have focused on topics such as the role of long-term care insurance, families and community service organizations within the larger IL picture. Strong relationships have been formed with the Department of Social Services, Adult Services on Aging and the South Dakota Housing Authority to enhance the services they provide as well as the services provided by the CIL's.

Goal 3: Ensure that staff are qualified, as well as educated on the independent living philosophy, and provide independent living services, including the four core services ? advocacy, information and referral, independent living skills training and peer support.

- Objective 1: The SILC will annually review staffing trends within the independent living services system. SD independent living network members share staff openings with SILC staff. They, in turn, share these openings with a statewide network of advocates through email ? encouraging interested and qualified individuals to apply for the positions. SILC staff also passes along employment opportunities on the national IL front with this same network of advocates.
- Objective 2: On a continual basis the SILC will provide training to SILC members to increase their knowledge of independent living philosophy and services, as well as their statutory role within the independent living services system. During this reporting period, the SILC provided on-site training to its members through a new member orientation, which involved current SILC members wishing to participate. The SILC is now implementing a new approach to SILC member training. This approach will include time of training at each of their quarterly meetings. The topics will be determined by the SILC membership. When needs were identified, the SILC and DSU consulted with and received technical assistance from RSA staff.

Goal 4: The South Dakota independent living network will mutually collaborate with other State, tribal and local agencies and organizations.

- Objective 1: Annually the SILC will identify and implement collaborative opportunities for consumer input into the independent living services system in South Dakota and utilize gathered input in future planning efforts. As noted earlier in this report, the SILC collaborated with the Board of Vocational Rehabilitation and the Board of Service to the Blind and Visually Impaired to hold a conversation on available services and past, present and future opportunities to collaborate on activities. The Chairpersons of these three boards/councils continue to regularly meet, and it is expected that the groups will meet face-to-face at least once annually in the coming years. SILC representation participated in the 3rd Annual Disability Policy Summit and subsequent videoconferences of this initiative. The Summit involved over 20 statewide organizations from the disability arena in South Dakota. The Disability Advocacy Network is a vehicle for keeping participants informed on issues at both the state and national levels. The SILC has invited each CIL to provide a report at each SILC meeting, either in person or in written format. These reports help the SILC to identify initiatives of others that are helping to meet the IL needs of South Dakotans with significant disabilities. They also provide a means of identifying potential avenues of collaboration to better meet identified needs.

## **Item 2 - SPIL Information Updates**

If applicable, describe any changes to the information contained in the SPIL that occurred during the reporting year, including the placement, legal status, membership or autonomy of the SILC; the SILC resource plan, the design of the statewide network of centers; and the DSU administration of the SILS program.

During this same time, there have been no significant changes to the DSU administration of the IL program; SILC placement, legal status, membership or autonomy; SILC budget.

Opportunity for Independent Living/Aberdeen, Part C funds were transferred to Independent Living Choices/Sioux Falls during this reporting period. On March 14, 2011 the two centers merged to create an Independent Living Choices - North and an Independent Living Choices - South.

## **Section B - Significant Activities and Accomplishments**

If applicable, describe any significant activities and accomplishments achieved by the DSU and SILC not included elsewhere in the report, e.g. brief summaries of innovative practices, improved service delivery to consumers, etc.

None

## **Section C - Substantial Challenges**

If applicable, describe any substantial problems encountered by the DSU and SILC, not included elsewhere in this report, and discuss resolutions/attempted resolutions, e.g., difficulty in outreach efforts; disagreements between the SILC and the DSU; complications recruiting SILC members; complications working with other state agencies or organizations within the state.

Challenges include:

- Assuring the availability and timeliness of IL services to all eligible South Dakotans with significant disabilities
- Assuring efficient use of existing IL funding
- Encouraging CILs in exploring funding opportunities outside of Part B and state general funds
- Implementing collaborative initiatives between members of the IL network and other vested organizations outside of the IL network

## **Section D - Additional Information**

Include any additional information, suggestions, comments or explanations not included elsewhere in the report.

None

## **Subpart VII - Signatures**

### **Signatures**

Please type the names and titles of the DSU directors(s) and SILC chairperson and indicate whether the form has been signed by each of them. Retain the signed copy for your records.

As the authorized signatories we will sign, date and retain in the files of the state agency(ies) and the Statewide Independent Living Council this 704 Report and the separate Certification of Lobbying forms ED-80-0013 (available in MS Word and PDF formats) for the state independent living program (IL Part B)

SILC Chairperson

Name and Title

Margot Burton, Chairperson

Signed

Date Signed (mm/dd/yyyy)

01/29/2011

DSU Director

Name and Title

Grady Kickul, Director Division of Rehabilitation Services

Signed

Date Signed (mm/dd/yyyy)

01/29/2011

DSU Director (Blind Program)

Name and Title

Gaye Mattke, Director Division Services to the Blind and Vis

Signed

Date Signed (mm/dd/yyyy)

01/29/2011

## **System information**

This form has been approved for use by OMB through June 30, 2014.

The following information is captured by the MIS.

Last updated on

December 30, 2011

Last updated by

sasdwhited

Completed on

December 30, 2011

Completed by

sasdwhited

Approved on

Approved by

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