

State Plan for Independent Living (SPIL) for South Dakota for 2014-2016

General Information

Designated Agency Identification

State:South Dakota

Agency:South Dakota Division of Rehabilitation Services

Plan for:2014-2016

Submitted in fiscal year:2013

View grant [H169A130061](#) 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.

Division of 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.

Division of Service to the Blind and 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.

South Dakota 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 Gaye Mattke, Interim Director Rehabilitation Services and Gaye Mattke, Director for Services to the Blind and 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, 2013.

Section 9: Signature for SILC Chairperson

Name Margot Burton

Title Chairperson

Signed? Yes

Date signed 06/27/2013

Section 9: Signature for DSU Director

Name Gaye Mattke

Title Interim Director Rehabilitation Services

Signed? Yes

Date signed 06/27/2013

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

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

Name Gaye Mattke

Title Director for Services to the Blind and Visually Impaired

Signed? Yes

Date signed 06/27/2013

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:Goal I

Goal Description:

Provide quality independent living services, emphasizing the four core IL services, to eligible individuals that will enable them to fully participate in community life.

Goal Name:Goal II

Goal Description:

Improve access to IL services for eligible individuals who are currently unserved or underserved.

Goal Name:Goal III

Goal Description:

Work to expand the availability of accessible, affordable housing options for individuals with significant disabilities.

Goal Name:Goal IV

Goal Description:

Strengthen IL services in South Dakota and advance the IL philosophy of consumer directed services.

Goal Name:

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
Goal I	<p>1.1 The DSU will provide effective program monitoring of Part B and State funds and consultation to ensure Centers for Independent Living are in compliance with applicable State, Federal and IL State plan requirements and report outcomes at quarterly SILC meetings.</p> <p>1.1a Conduct program/case reviews annually</p> <p>1.1b Monitor contract compliance annually</p> <p>1.1c Revise the CIL Directors report format to reflect current SPIL goals and objectives</p> <p>1.1d Submit required state and federal reports</p>	10/01/2013	09/30/2016
Goal I	<p>1.2 The DSU and SILC will maintain an evaluation system to measure consumer satisfaction with IL services, and the DSU will report outcomes at quarterly SILC meetings.</p> <p>1.2a Design and administer an evaluation instrument(s) that measures consumer satisfaction with services they have received</p> <p>1.2b Analyze results and report findings to SILC and CILs for planning/administrative purposes</p>	10/01/2013	09/30/2016
Goal I	<p>1.3 Quarterly the DSU, and when appropriate the Division of Service to the Blind and Visually Impaired, will provide the SILC with performance reports on specialized programs/services i.e. TAD, ADLS, Chapter II Older Blind program.</p> <p>1.3a Conduct program reviews annually</p> <p>1.3b Monitor contract compliance annually</p> <p>1.3c Submit required state and federal reports</p>	10/01/2013	09/30/2016

Goal I	<p>1.4 Encourage the use of new and innovative technology to increase efficiencies in the delivery of independent living services in rural areas of the state i.e. Skype, video relay interpreting services, Cap-Tel.</p> <p>1.4a Research what technologies have the best potential to support and extend independent living for South Dakotans with significant disabilities.</p> <p>1.4b Review existing assistive technology programs/services to identify barriers affecting access to these services for individuals with significant disabilities</p> <p>1.4c Work to expand the scope of services and funding for telecommunications and assistive technology services for eligible IL consumers.</p>	10/01/2013	09/30/2016
Goal II	<p>2.1 The SILC will identify obstacles affecting access to IL services for deaf and hard of hearing consumers, and implement program changes to ensure equal access.</p> <p>2.1a Meet with deaf and hard of hearing consumers to identify IL service gaps</p> <p>2.1b Meet with CILs to identify both challenges and potential opportunities to better meet the needs of deaf and hard of hearing consumers</p> <p>2.1c Summarize findings and submit recommendations to the DSU</p>	10/01/2013	09/30/2016
Goal II	<p>2.2 The SILC will identify obstacles affecting access to IL services for Native Americans, and implement program changes to ensure equal access.</p> <p>2.2a Meet with Native American consumers to identify IL service gaps</p> <p>2.2b Meet with CILs to identify both challenges and potential opportunities to better</p>	10/01/2013	09/30/2016

	<p>meet the needs of consumers</p> <p>2.2c Summarize findings and submit recommendations to the DSU</p> <p>2.2d Identify third-party funding sources for reservation based IL services where local governmental and philanthropic funding is extremely limited</p>		
Goal II	<p>2.3 The SILC will identify obstacles affecting access to IL services for non-English speaking consumers and implement program changes to ensure equal access.</p> <p>2.3a Meet with non-English speaking community members to identify IL service gaps</p> <p>2.3b Meet with CILs and other community resources, to identify both challenges and potential opportunities to better meet the needs of non-English speaking consumers</p> <p>2.3c Identify resources available to provide interpreter services for non-English speaking consumers</p> <p>2.3d Summarize findings and submit recommendations to the DSU</p>	10/01/2013	09/30/2016
Goal II	<p>2.4 The SILC will develop strategies to encourage each CIL to annually increase the number of transition aged youth with disabilities served.</p> <p>2.4a Identify a baseline for each CIL and set goals for the next three years.</p> <p>2.4b Sponsor and participate in workshop(s)/forum(s) bringing transition programs and IL programs together to learn more about each other, share best practices and identify potential area for collaboration</p>	10/01/2013	09/30/2016
Goal III	<p>3.1 The SILC will establish a work group to</p>	10/01/2013	09/30/2016

	<p>identify chief barriers to safe, affordable, accessible housing for individuals with significant disabilities in South Dakota.</p> <p>3.1a Review existing information identifying specific housing barriers</p> <p>3.1b Meet with individuals with significant disabilities to identify specific housing needs</p> <p>3.1c Work with local and state housing authorities to identify both challenges and potential opportunities to better meet the housing needs of South Dakotans with significant disabilities</p> <p>3.1d Summarize findings and submit recommendations to state policymakers</p>		
Goal III	<p>3.2 The SILC and CILs will advocate for national, state and local government policy and program changes to reduce the shortage of safe, affordable, accessible housing for individuals with significant disabilities.</p> <p>3.2a Communicate with appropriate agencies advocating for safe, affordable and accessible housing options for South Dakotans with significant disabilities</p> <p>3.2b Participate in public forums to discuss the housing problems faced by people with disabilities in our state i.e. annual homeless conference; town meetings</p>	10/01/2013	09/30/2016
Goal IV	<p>4.1 The SILC will collaborate with CILs to increase public and policymaker awareness of the independent living philosophy and IL services.</p> <p>4.1a Form a work group to collaborate on ideas to increase statewide awareness of the IL philosophy and available services</p> <p>4.1b Include time at each SILC meeting to hear from other state level programs serving individuals with disabilities to discuss</p>	10/01/2013	09/30/2016

	potential areas collaboration at the state and local levels		
Goal IV	<p>4.2 The SILC will ensure all CILs have qualified staff to meet the service needs of their consumers.</p> <p>4.2a Annually provide CIL staff training to meet identified skill gaps</p> <p>4.2b Establish a work group to develop core competency standards for independent living specialists</p> <p>4.2c Develop strategies for providing training on core competencies</p>	10/01/2013	09/30/2016
Goal IV	<p>4.3 The SILC will encourage community groups to work cooperatively with CILs to help meet the IL needs of individuals with significant disabilities i.e., Hope Haven.</p> <p>4.3a Establish a work group to learn more about community groups i.e. faith based service organizations and encourage collaborative efforts with them</p>	10/01/2013	09/30/2016
Goal IV	<p>4.4 The SILC will recognize community groups who are working cooperatively with CILs in meeting the IL needs of individuals with significant disabilities i.e., Tree of Life Ministry.</p> <p>4.4a Establish a work group to develop criteria for recognition</p> <p>4.4b Solicit nominations of community groups that deserve recognition for their assistance in meeting the IL needs of people with significant disabilities in SD</p> <p>4.4c Host an annual recognition event</p>	10/01/2013	09/30/2016
Goal IV	4.5 The SILC will track accomplishments of SPIL related goals, objectives and activities.	10/01/2013	09/30/2016

	<p>4.5a Establish a work group to develop a mechanism to carry out this responsibility</p> <p>4.5b Implement use of the established mechanism and revise as needed to ensure effectiveness</p>		

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

This SPIL recognizes that South Dakotans with significant disabilities who live throughout the state are currently underserved by the IL services system. A major contributor to this reality is that geographically a majority of the state is defined as rural and frontier. The IL Network will host at least two small group meetings per year in underserved areas of South Dakota in order to gather input from people with disabilities as to what services and resources are needed in their communities. They will develop and maintain a matrix of identified community needs and this information will be used to inform legislators and other policy makers of the needs. The SILC will be responsible for keeping meeting-related documentation.

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

The entire state is identified as underserved.

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

The IL Network will work to recruit individuals from minority groups as members of the SILC and local CIL boards and

staff. The IL Network will also collaborate with state level groups representing minorities, such as Tribal, Hispanic, Asian, and others representing minority groups to assure that IL services are provided in an accessible manner to those

they represent.

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 - 2014 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	27346	270905		
Title VII Funds Chapter 1, Part C		765364	765364	
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)	38720			
Other Federal funds - other		305000		
Non-Federal funds - State funds	13519	61298		
Non-Federal funds - Other				
Total	79585	1402567	765364	0

Year 2 - 2015 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	27346	270905		

Title VII Funds Chapter 1, Part C		765364	765364	
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)	38720			
Other Federal funds - other		305000		
Non-Federal funds - State funds	13519	61298		
Non-Federal funds - Other				
Total	79585	1402567	765364	0

Year 3 - 2016 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	27346	270905		
Title VII Funds Chapter 1, Part C		765364	765364	
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)	38720			
Other Federal funds - other		305000		
Non-Federal funds - State funds	13519	61298		
Non-Federal funds - Other				
Total	79585	1402567	765364	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 DSU enters into agreements with the CILs to provide IL services that support the SPIL goals. These goals include:

quality of services, accessibility and availability of services, services for underserved populations and geographic areas, staff training and opportunities to increase collaboration. CILs, DSU and separate Blind Agency members partner to develop, expand and promote service options to ensure that IL services are provided to individuals of all ages who are experiencing disabilities, including persons who are older/blind. The SILC monitors the impact of activities on the SPIL.

All Part B funds not utilized in the SILC resource plan are used to support the provision of IL services. The primary focus of these activities is the provision of the four core services. These funds are also used to support the administrative costs of the Home Modification and Assisted Device programs (HMAD).

Part B and VR funds are also used to support the SILC resource plan. Part B funds utilized in this way provide educational and professional growth opportunities for SILC members, SILC staff, and CIL staff. These funds are also used to provide staff support to the SILC. This is accomplished through a contractual relationship with the South Dakota Coalition of Citizens with Disabilities (Coalition). SILC resource funds are also utilized to support mini-grants to various organizations in support of activities and programs that promote the IL philosophy and to individuals to support their participation in IL related training opportunities.

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.

Other services administered by the DSU that support the SPIL goals are the Telecommunications Assistive Devices (TAD) program, the Equipment Distribution Program (EDP), Telecommunications Relay Services (TRS) program, National Deaf/Blind Equipment Distribution Program (NDBEDP), and the Assistive Daily Living Services (ADLS) program. The DSU utilizes a variety of funding sources to support these services.

The TAD program provides assistive devices to people with disabilities other than deafness and speech impairments to enable them to effectively communicate via telecommunications service systems. The annual budget for this program is \$125,000.

The EDP program provides assistive devices to people who are deaf, hard of hearing or have speech impairments to enable them to effectively communicate via telecommunications services systems. The annual budget for the EDP program is \$350,000.

The TRS program provides services in support of people who are deaf, hard of hearing and have speech impairments i.e., relay operators that enable them to effectively communicate with others via telecommunications service system. The annual budget for the TRS program is \$1,151,000.

Funds for TAD, EDP and TRS programs are generated from a telephone line monthly surcharge assessed on all buyers of such services.

The NDBEDP enables low-income individuals who are deaf-blind to access 21st Century communications services. This program will help ensure that qualified individuals have access to the Internet, and advanced communications, including interexchange services and advanced telecommunications and information services. This program is currently funded as a pilot project supported through the Federal Communications Commission and has an annual budget of \$50,000.

The Assisted Daily Living Services (ADLS) is a Medicaid waiver program that provides a variety of services to qualified individuals who have quadriplegia. The funds for this program are Medicaid dollars and the estimated budget is three million dollars. One CIL is a provider for the ADLS program, and supports over 100 individuals.

Resources are shared with CIL and SILC members regarding the above services. Annual training allows CIL staff to network and learn about these programs.

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 SILC, DSU and the Division of Service to the Blind and Visually Impaired do not utilize in-kind resources in the provision and coordination of IL services; nor do they require CILs to utilize in-kind resources. The South Dakota Division of Rehabilitation Services (DRS) provides fiscal oversight for the Part B funds that go to the four CILs in South Dakota. The DSU staff provides direct oversight of these funds and related activities. This staff person also provides technical assistance to the CILs as requested.

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

N/A

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

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

South Dakota's 2013-2016 SPIL goals and objectives provide a foundation for the accomplishment of these purposes of Chapter 1 of Title VII of the Rehabilitation Act.

Each of the goals for the SPIL address the South Dakota's IL Network's commitment to continuing to support and improve the provision of IL services in South Dakota, as well as help to further develop and support the statewide network of centers for independent living. They address the need to continue the redesign of IL services, as unmet needs are identified and targeted, as well as when emerging populations begin to surface, which have not been a part of the historical picture of independent living services in South Dakota. They also address the need to ensure that staff of the IL network members remain current on independent living philosophy and best practices.

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.

SILC and DSU staff reviewed the most recent 704 reports of the four CILs, specifically to identify CIL goals and future activities. The CIL Directors also participated in quarterly SILC meetings as individual directors. One director whom they chose to be their representative, also actively represents CIL Directors on the SILC.

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.

Maximizing cooperation and coordination among the SILC, CILs, DSU and separate Blind Agency is critical to meeting the greatest amount of need for IL services with available resources. Each quarterly meeting agenda includes reports from the CILs, DSU, separate blind agency and SILC staff, as one means of staying informed of each others' activities.

Annually, the SILC collaborates with the DSU, separate Blind Agency, Native American Tribal VR, CILs and other disability related organizations i.e., Council on Developmental Disabilities, Protection and Advocacy Agency, Parent Training and Technical Assistance Center to host public meetings and forums.

CILs actively work with local entities i.e., school districts, Mayor's Committees, to promote independent living options for persons with disabilities and to promote equal access to community life.

SILC membership composition, as well as the linkages that individual SILC members bring with them, adds to the opportunity for cooperation and coordination between the SILC, CILs, DSU, separate Blind Agency and other public and private entities. SILC membership includes representatives from South Dakota South Development Authority and the South Dakota Department of Social Services, Division of Adult Services Aging. Current SILC members also bring linkages to groups such as the two State Rehabilitation Councils, Board of Vocational Rehabilitation and Board of Service to the Blind and Visually Impaired, South Dakota Council on Developmental Disabilities, South Dakota Assistive Technology Project, South Dakota Association of the Blind, National Federation of the Blind, Adult and Disability Resource Center (ADRC) and South Dakota Coalition of Citizens with Disabilities.

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.

No one member of the SILC, CILs, DSU and separate Blind Agency has the ability to meet all the needs of those served, nor are their programs and services designed to do so. Thus it is critical that all are fully aware of services available through other Federal, State and local programs, which have the potential to meet some of the IL and VR needs of those served.

A commitment is made to keeping the SILC, CILs, DSU and separate Blind Agency members up-to-date on available resources i.e., assistive daily living services, medical assistance for workers with disabilities, benefits specialists, respite care, home care services, ADRC, as well as on changes to existing programs/services.

This sharing occurs through the quarterly meetings. It also occurs through mailings and email alerts circulated through a statewide network of advocates. In addition, the CILs, DSU and separate Blind Agency members routinely make referrals to one another and other agencies, recognizing that each provider offers unique services necessary for consumers to reach their independent living goals. Information is also shared with those served, so they may make informed choices on from whom they wish to seek services, and so consumers truly have choice in the services they receive to reach their IL goals.

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 Division of Service to the Blind and Visually Impaired has a staff of rehabilitation teachers who serve older individuals who are blind through independent living services statewide. These services, which include low vision training with magnification and lighting, training in activities of daily living, communication skills utilizing adaptive aids and devices and orientation and mobility, enable the individual to remain independent in their homes and communities. The age range of the individuals served in the program is comprised primarily of persons who are very elderly; as a result, the majority of these individuals have secondary disabilities that also impact their ability to live independently. Some examples of the types of secondary disabilities are alterations in mental functioning, cancer, cardio-vascular disease, hearing impairment, diabetes, kidney failure, muscular-skeletal impairments, neurological changes and respiratory conditions. SBVI staff members utilize existing community resources such as the Independent Living Centers, Adult Services and Aging, Veterans Administration and various home health programs to assist consumers with these additional needs by making referrals when appropriate.

Similar to the Centers for Independent Living; SBVI provides services that are based on the unique needs of each individual. SBVI staff work with consumers to develop independent living plans with specific personal goals, and identify the independent living services necessary to accomplish their goals. Typically, services are delivered in the home of the individual which allows them to utilize the environment most familiar to the person being served.

Continuous efforts are made to increase awareness of the Chapter 2 program and its benefits. In addition to developing the signature guide template with the office toll-free number imprinted along with the agency name, SBVI has also developed vision simulator cards and large print calendars with the same information printed for consistency and to promote recognition. These items are provided to individuals served and also distributed through events including SBVI public meetings, South Dakota Optometric Society conventions, local community health fairs and numerous agency presentations. The large print calendars are a very desirable product and are distributed to consumers and modeled at presentations to demonstrate the importance of large print products for individuals with low vision.

SBVI Independent Living Closed Circuit Television Lease/Loan Program began in 2004 and continues today with 190 machines distributed throughout the state of South Dakota. Machines have been purchased at various intervals over the past years with the most recent expansion occurring in September, 2012. No changes have occurred in the administration of the program and SBVI continues to partner

with Dakotalink, South Dakota's Assistive Technology Program, who provides assistance with the CCTV technology acquisition, distribution and repairs as needed. The CCTV Lease/Loan program has been instrumental in meeting the unique independent living needs of older South Dakota citizens who have vision loss.

Peer support groups are a valuable way for individuals to remain connected with others who have a common life experiences and wish to provide support to others who have a comparable disability. Similar to the Centers for Independent Living across South Dakota, SBVI has a small network of community based peer support groups which are led by volunteers but supported by the rehabilitation teaching staff. Volunteer leaders/facilitators take the lead with these groups, and SBVI supports their efforts by assisting with costs associated with the group meetings such as transportation, meeting rooms, mailings, etc. Due to the age of the peer support group members and the distance involved with traveling across the state, SBVI has found statewide conferences to be less successful events for the peer support group members. A more productive alternative has been regional conferences where multiple peer support groups gather in a closer location to meet others and learn about issues related to low vision. These regional events are developed based on the needs of the members in their area and are easily coordinated with the agency supporting the process with transportation and costs of speakers if needed.

As state and local providers experience changes in their funding sources, all of the agencies that provide independent living services continue to look for ways to increase the collaboration opportunities and develop creative initiatives to accomplish the SPIL in order to achieve their goals. These efforts will lead to positive outcomes and will assist the IL-OB program to achieve their overall goal to increase the number of individuals served and improve upon successful results for older citizens who are blind in South Dakota.

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	No	Yes	Yes
Physical rehabilitation	No	No	Yes
Therapeutic treatment	No	No	No
Provision of needed prostheses and other appliances and devices	No	No	Yes
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	Yes	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	No	Yes	Yes
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future	No	Yes	Yes
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	No	Yes	Yes
Other necessary services not inconsistent with the Act	No	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.

Through the provision of Part B and Part C funds to the CIL's essentially all services are available. The four core services create the foundation of all IL services in SD. It is recognized that each CIL specializes in the specific services most needed in their geographic area. It is expected that although services vary from one center to another, core services remain as the most frequently provided service across the state.

Through the use of funds from Chapter 2 Older Blind, independent living services are available statewide through the Rehabilitation Teaching Program of the Division of Service to the Blind and Visually Impaired. These funds also support a statewide network of community based, volunteer lead, peer support services.

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.

IL services provided by centers are provided free of charge. Occasionally a CIL may provide an extensive program i.e., youth summer institute, and they may choose to charge a registration/participation fee to help cover related costs i.e., speakers and materials.

As allowed by policy, the Older Blind Independent Living (OB-IL) program also requires a financial needs test, which is administered for the purpose of determining who will purchase the aids and devices needed by the consumer to achieve their independent living goals. All other aspects of the OB-IL program are free of charge to the consumer, including information and referral, eligibility and training in the skills of blindness. The needs test takes into account the individual's income and resources, and it is applied uniformly to all individuals who are in the program.

2.2 Arrangements for State-Provided Services

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

The South Dakota Division of Rehabilitation Services contracts with CILs to provide IL services, using Part B funds.

The DSU staff works with the CIL's to meet each individual CIL's goals and objectives. Annual reviews are completed at each center. Another mechanism is the review of each center's 704 reports. SILC and DSU staffs are available to assist CIL's to achieve their agency goals, which support the attainment of the SPIL goals.

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.

Determinations of eligibility for IL services, and maintenance of a consumer service records (CSR) for each person served will be completed by an IL specialist or comparable CIL staff. The DSU staff will visit each CIL at least annually to review consumer service records and to discuss any identified problems and recommended solutions.

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.

South Dakota is comprised of 66 counties, all of which are covered by an independent living center. The CILs are: Independent Living Choices - Sioux Falls, Independent Living Choices - Aberdeen, Native American Advocacy Project (NAAP), and Western Resources for Independent Living (WRIL). The Divisions of Rehabilitation Services and Service to the Blind and Visually Impaired provide vocational rehabilitation services in all 66 counties. Within South Dakota there are also nine Native American tribal territories, and independent living and vocational rehabilitation services are also provided in some or all of these areas through tribal vocational rehabilitation programs.

ILC (Sioux Falls) - serves persons with significant disabilities in all or part of Aurora, Bon Homme, Brookings, Brule, Buffalo, Charles Mix, Clark, Clay, Davison, Douglas, Gregory, Hanson, Hutchinson, Jerauld, Kingsbury, Lake, Lincoln, McCook, Miner, Minnehaha, Moody, Sanborn, Turner, Union, and Yankton counties.

ILC (Aberdeen) - serves persons with significant disabilities in all or part of Brown, Beadle, Campbell, Clark, Codington, Day, Duel, Edmunds, Faulk, Grant, Hand, Hamlin, Hyde, Marshall, McPherson, Potter, Roberts, Spink and Walworth counties.

NAAP serves persons with significant disabilities on all nine Native American reservations in South Dakota that include all or part of Bennett, Brule, Buffalo, Charles Mix, Corson, Dewey, Gregory, Jackson, Lyman, Marshall, Mellette, Minnehaha, Pennington, Roberts, Shannon, Todd, Tripp, Yankton and Ziebach counties.

WRIL serves persons with significant disabilities in all or part of Butte, Custer, Fall River, Harding, Haakon, Hughes, Jackson, Jones, Lawrence, Lyman, Meade, Mellette, Pennington, Perkins, Stanley, Sully and Tripp counties.

The State's network is complete in terms of 34 CFR 364.25 in that services are available in all 66 counties, including all reservation lands.

Funding sources for services consists of IL Part B, Part C, state match and grants and funding secured locally from each center. Grant funds available may vary from community to community.

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).

South Dakota's SILC, DSU and separate Blind Agency and CILs (IL Network) have not identified a need to develop a plan for expanding the existing network of CILs. It has identified the reality that even though the entire population has access to some level of independent living services, the same scope of services may not be available to persons in all portions of the state. Thus their attention has been focused on how to increase the level of services available to all South Dakotans with significant disabilities needing and requesting IL services.

The SPIL signatories have set the following priorities for the use of Part C funds awarded to South Dakota in the future:

1. The first priority is to use available funds to support existing Part C CILs; ILC (Sioux Falls), ILC (Aberdeen), NAAP, and WRIL at the level of funding of the previous year.
2. The second priority is to use available Part C funds to provide a cost-of-living increase to all existing Part C CILs, ILC (Sioux Falls), ILC (Aberdeen), NAAP and WRIL.
3. If all areas of the state are designated as being served with Part C funds by a CIL, the next priority is that additional Part C funds will be distributed to existing Part C centers proportionate to their current Part C funding in order to maintain or increase the level of services in their respective service areas. Additionally, the SILC, DSU and separate Blind Agency have determined that although the entire state has access to services from the existing CILs, the entire state is underserved.

In the event that a Part C grant to a Center for Independent Living is relinquished or terminated, the unused funding will be subject to the competitive discretionary grant process conducted by RSA made available to existing and prospective new Centers for Independent Living. This grant process would re-establish a new center in the vacated area. If there are no fundable applicants, then the funds would be distributed to the other CILs proportionate to their current Part C award to serve their current service areas. The vacated area would remain unserved by Part C funds and the Designated State Unit could reallocate the Part B funds and other funds to cover this unserved area to the existing CILs to cover the unserved area. Due to startup costs that would be necessary with forming a new CIL, it is

determined that a minimum of \$150,000 of combined funding would be needed to establish another CIL to serve the unserved area. If the unserved area includes Native American Tribal Reservation areas, Native American non-profit organizations would be encouraged to apply to operate a CIL in that area.

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.

South Dakota's Division of Rehabilitation Services awards Part B funds directly to CIL's for the provision of IL services. Part B funds are also used to fund the SILC resource plan. The DSU staff monitors the agreements with the CILs annually, and ongoing as needed.

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

The South Dakota Division of Rehabilitation Services (DRS) provides fiscal oversight for the Part B funds that go to the four CILs in South Dakota. The DSU staff provides direct oversight of these funds and related activities. This staff person also provides technical assistance to the CILs as requested.

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.

The SILC Resource Plan allocates federal funding from Title I Innovation and Expansion funds for the operation of the SILC. The major areas funded are staff salary and benefits; SILC member travel; teleconference expenses for council/committee meetings; training for council/staff members; staff travel; office expenses i.e., rent, supplies, copy machine, phones - (long distance and toll-free); insurance; expenses related to holding public forums; and funding for strategic planning activities. This allocation plan funds SILC activities, which must be completed to meet the goals and objectives of this SPIL.

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.

There is an excellent system in place for checks and balances to ensure the fiscal accountability of the SILC. SILC staff develops an annual budget, and any modifications during the year are approved by the entire SILC. Staff keeps a detailed accounting of expenditures through their work with a local accounting firm. At each of the quarterly SILC meetings, staff presents a financial report on expenditures to date and remaining balances. SILC staff submits requests for reimbursement of expenses to the Division of Rehabilitation Services on a monthly basis.

There are no conditions or requirements in the SILC Resource Plan that would compromise the independence of the SILC.

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

N/A

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

N/A

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 South Dakota SILC is established under the State of South Dakota, Office of the Governor, Executive Order 93 - 6. Executive Order 93 - 6 addresses the role of the SILC, its composition, appointing authority and the SILC's duties. Governor Walter D. Miller signed this Executive Order June 9, 1993. The independence of the SILC, with respect to the DSU and all other State agencies, is ensured by the DSU only acting as a fiscal agent between the SILC and the South Dakota Coalition of Citizens with Disabilities in the provision of staff and other support services. SILC staff receives direction from the SILC chairperson or the SILC as a whole.

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.

The Governor completes all appointments to the SILC, including ex-officio appointees representing various agencies of State government. The SILC is presently comprised of a total of 16 members. Seven of these members are persons with disabilities, and they are not employed by a State agency or a CIL. Staff of the Divisions of Rehabilitation Services (DSU) and Service to the Blind and Visually Impaired (the separate agency serving individuals who are blind or visually impaired) are both ex-officio members of the SILC. The total number of voting members is 12, and one of the voting members is a CIL director chosen by the CIL directors within the state. One member is a representative of the Native American Tribal VR in South Dakota. The types of disability groups represented by current SILC members are physical, mental, cognitive, sensory and multiple. The South Dakota SILC also includes representatives from the SD Department of Social Services and the SD Housing Development Authority. Current membership also provides for statewide representation. The SILC Chairperson, Vice-Chairperson and Member-at-Large are all elected from and by the voting members. No member of the SILC may serve more than two consecutive three-year terms. When vacancies occur, the replacements are appointed by Governor, either at the time annually when new appointments are made, or during the

interim, depending on the desire of the Governor. All current appointee recommendations sent to the Governor are persons with disabilities.

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 has a part-time executive secretary and administrative assistant through a purchase of service agreement between the South Dakota Coalition of Citizens with Disabilities (Coalition) and the Division of Rehabilitation Services. This agreement provides for similar staff support for the State Rehabilitation Council. The Coalition's Executive Director acts as the SILC's executive secretary, and she carries out activities per the direction of the SILC leadership. The administrative assistant receives direction from SILC leadership and the SILC executive secretary. The SILC Chairperson gives primary direction to staff, and some examples of activities carried out by staff are:

Complete all logistical arrangements for regular and special SILC meetings.

Handle correspondence, including minutes, public notices, letters, press releases and reports.

Provide support to committees, including scheduling, facility arrangements and material preparations.

Schedule, promote and conduct community forums to obtain public comment for the State Plan for Independent Living services.

Assist in preparing and submitting the annual Section 704 report and the State Plan for Independent Living.

Complete travel arrangements for SILC members and make reimbursement payments for allowable expenses.

Provide funding in support of events and projects, which the SILC approves, and which support persons with significant disabilities living as independently as possible, as well as promoting the IL philosophy.

SILC staff and the SILC Executive Committee have regular contact, including teleconference calls, to conduct SILC business. There are no staff assignments made that would create a conflict of interest.

This purchase of service agreement is evaluated annually. The Coalition Executive Director seeks feedback from the chairpersons of the involved parties on the quality of services being provided, the adequacy of the level of staff support being provided, and their interest in continuing this arrangement.

- 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.

Assignments made to staff are made by the SILC chairperson or their representative. Thus no conflict of interest arises due to assignments coming from others i.e., DSU staff or staff of the separate Blind Agency.

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.

Each of the four CILs in South Dakota maintain established job descriptions that include requirements for education, personal experience, and skills for employees that provide IL services.

Each CIL follows its established plan to identify and provide accommodations as needed and requested by the consumers served.

Each of South Dakota's CILs follows their established personnel policies that include provisions for staff development and affirmative actions to employ persons with disabilities.

- 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.

N/A

- 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.

N/A

- 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.

N/A

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.

DRS reimburses CIL's on a per unit of service cost. Each centers service funds are designated at the following proportions: 70% provision of core services, 15% for the provision of other IL services and 15% to cover the administrative costs associated with the provision of the HMAD and TAD services. DRS works closely with the Department of Human Services' Office of Budget and Finance to assure that claims are paid accurately and on time, and that these fiscal transactions meet EDGAR requirements.

DRS uses a modified accrual basis of accounting consistent with most other agencies of the State of South Dakota. Modified accrual accounting is used to show the flow of financial assets to the funds and balances available for spending at year end. Each of South Dakota's four CILs will follow its established fiscal policies and cost allocation plan, and they will be responsible for monitoring and maintaining records of their expenditures to assure compliance with EDGAR fiscal and accounting requirements.

6.3 Recordkeeping, Access and Reporting

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

DRS maintains supporting documentation of accounting transactions on-site for the current and prior fiscal years. The State of South Dakota's Records Center maintains supporting documentation, as required by state and federal regulation, for at least three (3) years after the final financial status report is filed for each fiscal year.

DRS completes and submits all required annual performance and financial reports, as well as any others, which the Secretary determines to be appropriate. In addition, DRS provides access to the Commissioner and Comptroller General, or their representatives, when requested for the purpose of conducting audits, examinations and compliance reviews. IL Network members also routinely consult with representatives of the Commissioner, seeking needed technical assistance relating to the delivery of IL services.

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

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.

For services provided directly by the CILs, each entity maintains consumer service records documenting eligibility based on existing medical records or self-reported information from the consumer. They also maintain information and referral data so that consumers can be referred to other appropriate services and agencies. The CILs provide independent living services to any individual present in the state, who meets eligibility requirements, without regard to age, color, creed, gender, national origin, race, religion, or type of disability and in accordance with 34 CFR 364.4(b).

- 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.

Information and referral for IL services is provided to all interested individuals. There is no eligibility requirement to attain the service, and an individual is not required to open a CSR for only information and referral. These services are provided without regard to age, color, creed, gender, national origin, race, religion, or type of significant disability.

- 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.

Each of the CILs in South Dakota will assure that individuals with significant disabilities within its designated service area that are otherwise eligible for services; are identified in its consumer eligibility process and determined eligible for and provided with IL services.

CILs will be responsible for following its established consumer eligibility determination process to assure that eligible consumers have access to their services.

All potential consumers are prescreened for eligibility of IL services in a manner that meets the requirements of 34 CFR 364.51 prior to the provision of services.

- 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.

The CILs provide independent living services to any individual present in the state, who meets eligibility requirements, without regard to age, color, creed, gender, national origin, race, religion, or type of disability.

- 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.

There are no specific residency requirements for the provision of IL services. Although the state recognizes that the limited funds available need to be reserved for SD residents first. Generally referrals from individuals living in a bordering state are referred to a CIL in their local area.

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.

The CILs maintain a consumer service record that includes either a written IL plan, mutually agreed upon by the consumer and IL staff, or a signed waiver stating that an IL plan is unnecessary. Each entity is responsible for following its identified method of assuring that consumers are provided the opportunity to develop or waive an Independent Living Plan and that their decision is indicated via signature. Furthermore, individuals choosing to develop an ILP will be assisted by their corresponding CIL staff in doing so.

6.6 Client Assistance Program (CAP) Information

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

The CILs provide information to every consumer, in written and other accessible formats, about the purpose and availability of the Client Assistance Program. This information includes ways by which to contact the CAP program.

Each of the CILs in South Dakota will be responsible for following its policies of assuring that consumers are notified of the availability of the Client Assistance Program in South Dakota and related contact information in formats that are accessible to the individual being served.

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.

CILs have written policies that assure the confidentiality of all personal information. They also will have written policies concerning release of information forms, which will comply with 34 CFR 364.56(a) and HIPAA. Each CIL will have the responsibility for following its policies, which assure consumer information is kept confidential, as well as policies guiding the use of signed releases of information prior to sharing consumer information with other service providers or entities.

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
Goal I	<p>1.1a. Conduct program/case file reviews annually.</p> <p>1.1b. Monitor contract compliance annually.</p> <p>1.1c. Revise the CIL Directors report format to reflect current SPIL goals and objectives.</p> <p>1.1d. Submit required state and federal reports.</p> <p>1.2a. Design and administer an evaluation instrument(s) that measures consumer satisfaction with the services they have received.</p> <p>1.2b. Analyze results and report findings to SILC and CILs for planning/administrative purposes.</p> <p>1.3a. Conduct program reviews annually.</p> <p>1.3b. Monitor contract compliance annually.</p> <p>1.3c. Submit required state and federal reports.</p> <p>1.4a Research what technologies have the best potential to support and extend independent living for South Dakotans with significant disabilities</p> <p>1.4b Review existing assistive technology programs/services to identify barriers affecting access to these services for individuals with significant disabilities</p> <p>1.4c Work to expand the scope of services and funding for telecommunications and assistive technology services for eligible IL consumers.</p>

<p>Goal II</p>	<p>2.1a. Meet with deaf and hard of hearing consumers to identify IL services gaps.</p> <p>2.1b. Meet with CILs to identify both challenges and potential opportunities to better meet the needs of deaf and hard of hearing consumers.</p> <p>2.1c. Summarize findings and submit recommendations to the DSU.</p> <p>2.2a. Meet with Native American consumers to identify IL services gaps.</p> <p>2.2b. Meet with CILs to identify both challenges and potential opportunities to better meet the needs of deaf and hard of hearing consumers.</p> <p>2.2c. Summarize findings and submit recommendations to the DSU.</p> <p>2.2d. Identify third-party funding sources for reservation based IL services where local governmental and philanthropic funding is extremely limited.</p> <p>2.3a. Meet with non-English speaking community members to identify IL service gaps.</p> <p>2.3b. Meet with CILs, and other community resources, to identify both challenges and potential opportunities to better meet the needs of non-English speaking consumers.</p> <p>2.3c. Identify resources available to provide interpreter services for non-English speaking consumers.</p> <p>2.3d. Summarize findings and submit recommendations to the DSU.</p> <p>2.4a. Identify a baseline for each CIL and set service goals for the next three years.</p> <p>2.4b. SILC will sponsor and participate in workshop(s)/forum(s) bringing transition programs and IL programs together to learn more about each other, share best practices and identify potential areas for collaboration.</p>
<p>Goal III</p>	<p>3.1a. Review existing information identifying specific housing</p>

	<p>barriers.</p> <p>3.1b. Meet with individuals with significant disabilities to identify specific housing needs.</p> <p>3.1c. Work with local and state housing authorities to identify both challenges and potential opportunities to better meet the housing needs of South Dakotans with significant disabilities.</p> <p>3.1d. Summarize findings and submit recommendations to state policymakers.</p> <p>3.2a. Communicate with appropriate agencies advocating for safe, affordable and accessible housing options for South Dakotans with significant disabilities.</p> <p>3.2b. Participate in public forums to discuss the housing problems faced by people with disabilities in our state i.e., annual homeless conference; town meetings.</p> <p>3.2c. Formally comment on state plans related to housing needs i.e., SDHDA State Plan.</p>
Goal IV	<p>4.1a. SILC and CIL representatives will form a work group to collaborate on ideas to increase statewide awareness of the IL philosophy and available services.</p> <p>4.1b. Each SILC meeting will include time to hear from other state level programs serving individuals with disabilities to discuss potential areas of collaboration at the state and local levels.</p> <p>4.2a. Annually provide CIL staff training to meet identified skill gaps.</p> <p>4.2b. Establish a work group to develop core competency standards for independent living specialists statewide.</p> <p>4.2c. Develop strategies for providing training on core competencies.</p> <p>4.3a. Establish a work group to learn more about community groups i.e., faith-based, service organizations and encourage collaborative efforts with them.</p> <p>4.4a. Establish a work group to establish criteria for recognition.</p>

	<p>4.4b. Solicit nominations of community groups that deserve recognition for their assistance in meeting the IL needs of people with significant disabilities in SD.</p>
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	<p>4.4c. Host an annual recognition event.</p>
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Part II: Narrative: Section 8 - State-Imposed Requirements

8 State-Imposed Requirements

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

As allowed by policy, the Older Blind Independent Living program also requires a financial needs test, which is administered for the purpose of determining who will purchase the aids and devices needed by the consumer to achieve their independent living goals. All other aspects of the OB-IL program are free of charge to the consumer, including information and referral, eligibility and training in the skills of blindness. Like the HMAD program, the financial needs test takes into account the individual's income and resources, and it is applied uniformly to all individuals who are in the program.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number of this information collection is 1820-0527. The time required to complete this information collection is estimated to average 60 hours per response, including the time to review instructions, search existing data sources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4760. If you have any comments or concerns regarding the status of your individual submission of this form, write directly to: Ms. Sue Rankin-White, U.S. Department of Education, Rehabilitation Services Administration, PCP-5013, 400 Maryland Ave, SW, Washington, DC 20202-2800.