

STATE PLAN FOR INDEPENDENT LIVING (SPIIL)

Chapter 1, Title VII of the Rehabilitation Act of 1973, as Amended

STATE INDEPENDENT LIVING SERVICES (SILS) PROGRAM PART B

CENTERS FOR INDEPENDENT LIVING (CIL) PROGRAM PART C

FISCAL YEARS 2008 – 2010

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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 is the SC Vocational Rehabilitation Department (SCVRD) . *34 CFR 76.104(a)(1) and (2); 34 CFR 364.22(a)*
- 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 is the SC Commission for the Blind (SCCB) *34 CFR 76.104(a)(1) and (2); 34 CFR 364.20(d) and 364.22(c)*
- 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 is the SC Independent Living Council (SCILC). *34 CFR 364.21(a)*
- 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. *34 CFR 76.104(a)(7); 34 CFR 364.20(c) and (d)*
- 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. *34 CFR 76.104; 34 CFR 80.11(c)*
- 1.6* The SPIL is the basis for State operation and administration of the program. All provisions of the SPIL plan are consistent with State law. *34 CFR 76.104(a)(4) and (8)*

- 1.7 The representative(s) of the DSU and, if applicable, of the separate State agency authorized to provide VR services to individuals who are blind, who has/have 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/are: Larry Bryant (SCVRD) and James Kirby (SCCB). *34 CFR 76.104(a)(5) and (6)*

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:

- (A) The provision of State independent living services;
- (B) The development and support of a statewide network of centers for independent living; and
- (C) 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. *34 CFR 364.20(f)*

- 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. *34 CFR 20(g)(1)*

- 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:

- i. Appropriate and sufficient notice of the public meetings (that is, at least 30 days prior to the public meeting through various media available to the general public, such as newspapers and public service announcements, and through specific contacts with appropriate constituency groups and organizations identified by the DSU and SILC);

- ii. 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
- iii. 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. *34 CFR 364.20(g)(2)*

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. *34 CFR 364.20(h)*

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. *34 CFR 364.28*

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. *34 CFR 364.20(e)*

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. *34 CFR 364.43(b)*
- 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. *34 CFR 364.43(c)*
- 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:
- (a) The availability of the CAP authorized by section 112 of the Act;
 - (b) The purposes of the services provided under the CAP; and
 - (c) How to contact the CAP. *34 CFR 364.30*
- 3.4 Participating service providers meet all applicable State licensure or certification requirements. *34 CFR 365.31(c)*

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. *34 CFR 364.40(a), (b) and (c)*
- 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. *34 CFR 364.41(a)*
- 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. *34 CFR 364.41(b)*

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. *34 CFR 364.23(a)*

5.2 To the maximum extent feasible, a service provider makes available 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 who apply for or receive IL services under title VII of the Act 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. *34 CFR 364.23(b)*

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. *34 CFR 364.24*

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. *34 CFR 364.31*

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. *34 CFR 364.34*

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:

- a) The amount and disposition by the recipient of that financial assistance;
- b) The total cost of the project or undertaking in connection with which the financial assistance is given or used;
- c) The amount of that portion of the cost of the project or undertaking supplied by other sources;
- d) Compliance with the requirements of chapter 1 of title VII of the Act and Part 364 of the regulations; and
- e) Other information that the Commissioner determines to be appropriate to facilitate an effective audit. *34 CFR 364.35(a) and (b)*

7.2 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 with respect to the records that are required by 34 CFR 364.35 and .36

7.3 All recipients of financial assistance under parts B and C of chapter 1 and chapter 2 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. *34 CFR 364.37*

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). *34 CFR 364.56(a)*

Section 9: Signatures

After having carefully reviewed all of the assurance in sections 1 – 8 of this SPIL, the undersigned hereby affirm that the State of South Carolina is in compliance and will remain in compliance with the aforementioned assurances during the three-year period of this SPIL.

The effective date of this SPIL is: October 2007-September 2010

SIGNATURE OF SILC CHAIRPERSON DATE

NAME OF SILC CHAIRPERSON (**Doug Maurer**)

SIGNATURE OF DSU DIRECTOR DATE

NAME AND TITLE OF DSU DIRECTOR (**Larry Bryant, Commissioner, SCVRD**)

SIGNATURE OF DIRECTOR OF THE SEPARATE STATE AGENCY FOR INDIVIDUALS WHO ARE BLIND DATE

NAME AND TITLE OF THE DIRECTOR OF THE SEPARATE STATE AGENCY FOR INDIVIDUALS WHO ARE BLIND (**James Kirby, Commissioner, SCCB**)

Part II: Narrative

Section 1: Goals, Objectives and Activities

A complete list of acronyms is provided as Attachment 1.

1.1 Goals and Mission – 34 CFR 364.42(b)(1)

1.1A 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.

Mission Statements for SCILC, SCVRD, SCCB

Joint Independent Living Mission Statement for the SPIL

The State of South Carolina envisions a State where people with and without disabilities have the rights and opportunities to equal access, self-determination, independence and choice for employment, housing, transportation, health care, etc.

Goals of the SPIL:

- ❖ *To promote and increase awareness about disability related issues, increase networking opportunities for people with disabilities and their families, and educate the community about services and products available to people with and without disabilities.*
- ❖ *Educate policy makers and South Carolinians at a local, state, and federal level regarding disability issues.*
- ❖ *Work with the Centers and other organizations to increase awareness of independent living, educate groups about individual rights and responsibilities, and increase the number of groups eligible to receive Title VII, Chapter 1, Part B funds and to locate potential members for the SCILC.*

- ❖ *To increase and maintain the number of CILs in South Carolina. The DSU shall provide funds to grantee(s) for the provision of the core Independent Living services*

- ❖ *To help increase awareness and education in the development of disaster preparation and emergency response plans to incorporate the separate needs of people with disabilities from other “vulnerable populations” in South Carolina.*

- ❖ *Provide services to people with blindness and low vision. The South Carolina Commission for the Blind (SCCB) shall expend the Title VII, Chapter 1, Part B, funds to provide Independent Living Skills training and Orientation/Mobility training to eligible consumers.*

1.2 Objectives – 34 CFR 364.42(a)(1) and (d); 34 CFR 364.32; 34 CFR 364.33

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

Objectives, Timelines and Evaluation for the State Plan for Independent Living (SPIL)

OBJECTIVE 1 – Conduct the Annual Pathways to Independence Conference
Year 1 - 3 Estimated Cost: \$60,000.00 Target Dates: November 2008, 2009, 2010

Funding for this objective provided through the Federal Grant from the US Dept. of Education, Title VII, Chapter 1, Part B funds.

Goal: *To promote and increase awareness about disability related issues, increase networking opportunities for people with disabilities and their families, and educate the community about services and products available to people with and without disabilities.*

- The Pathways to Independence Conference is a conference developed by and for people with disabilities. *This conference shall provide educational opportunities for South Carolinians with and without disabilities to learn about issues that were stated in evaluations received from previous years’ participants, and issues that effect people with disabilities. Some of these past workshop*

topics include the Americans with Disabilities Act, benefits advisement, Medicaid, Independent Living history and philosophy and creating an individual education plan (IEP)

- *The SCILC staff, Council members and the DSU* will coordinate with other agencies and groups that work with individuals with disabilities in South Carolina to provide the broadest range of participation and collaboration for the conference. These agencies include but are not limited to the following: SCAD, SCDDSN, SCCB, SCVRD, DAC, Disability Solutions, DRC, WOIL, SCDMH, ARC, PRO-PARENTS, Family Connections, SC Autism Society and Babcock Center.
- The SCILC will collect evaluations from participants in order to make changes or additions for next years conference.
- SCILC staff shall report findings of the Pathways' evaluations to the Council.

OBJECTIVE 2 – Monitoring the State and Federal Legislation

Years 1 - 3 Estimated Cost: \$1,500.00 Target Dates: October 2008 – September 2010

Funding for this objective provided through the Federal Grant from the US Dept. of Education, Title VII, Chapter 1, Part B funds.

Goal: Educate policy makers and South Carolinians at a local, state, and federal level regarding disability issues.

The South Carolina Independent Living Council (SCILC) members and staff shall monitor the South Carolina Legislature as well as Federal legislation during its regular and any interim sessions.

- The SCILC staff and Legislative/Bylaws Committee shall monitor all legislation introduced in the State and Federal Legislature that may impact individuals with disabilities.
- The SCILC Legislative/Bylaws Committee shall report regularly at Council meetings all pertinent Federal and State legislative initiatives.
- SCILC staff and Legislative/Bylaws Committee shall disseminate to Council members, consumers and interested other individuals and organizations timely information that may need immediate attention.
- Council members will receive verbal quarterly updates at the Council meetings and the committee report is recorded in the minutes.

OBJECTIVE 3 – Conduct Trainings regarding Independent Living and assist the Centers in the development of Grassroots Organizations

Year 1 Estimated Cost: \$1,500.00 Target Date: October 2007 – September 2008

Funding for this objective provided through the Federal Grant from the US Dept. of Education, Title VII, Chapter 1, Part B funds.

Goal: *Work with the Centers and other organizations to increase awareness of independent living, educate groups about individual rights and responsibilities, and increase the number of groups eligible to receive Title VII, Chapter 1, Part B funds and to locate potential members for the SCILC. The SCILC staff shall conduct a minimum of four (4) in-depth trainings for individuals interested in IL philosophy, disability rights, starting a Part B CIL, becoming members of SCILC and other pertinent trainings in four separate geographic locations in South Carolina.*

- This training program shall include segments on Independent Living philosophy, *educating policy makers, disability rights, what are CILs, what is the SCILC and other pertinent information.*
- The target populations may include people with disabilities, rehabilitation counselors, social workers, teachers, as well as associations and organizations that work with and/or consist of individuals with disabilities.
- The target areas will be unserved/underserved areas of SC.
- The training evaluations will be available to all Council members upon request.

Year 2 Estimated Cost: \$1,500.00 Target Date: October 2008 – September 2009

The SCILC staff shall conduct a minimum of four (4) in-depth trainings for individuals interested in starting Part B CILs, becoming SCILC members, IL philosophy, disability rights, and other pertinent trainings in four separate geographic locations in South Carolina.

Year 3 Estimated Cost: \$1,500.00 Target Date: October 2009 – September 2010

The SCILC staff shall conduct a minimum of four (4) in-depth trainings for individuals interested in starting Part B CILs, becoming SCILC members, IL philosophy, disability rights, and other pertinent

trainings in four separate geographic locations in South Carolina.

OBJECTIVE 4 – Funds for the expansion and/or continuation of IL Services.

Year 1 Estimated Cost: \$87,000.00 Target Date: September 2008

Funding for this objective provided through the Federal Grant from the US Dept. of Education, Title VII, Chapter 1, Part B funds. Funding for a new Title VII, chapter 1, Part B, CIL will only be awarded if the current Part B CIL fails to meet the set requirements or obtains Title VII, Chapter 1, Part C funding at the current Part B level. If the Part C funding is less than the current level of Part B funding then the SCILC will provide Part B funds to offset the difference.

Goals for new Title VII, Chapter 1, Part B CIL: To increase and maintain the number of CILs in South Carolina. *The DSU in partnership and collaboration with the South Carolina Independent Living Council shall provide funds to grantee(s) for the provision of the core Independent Living services to be rendered in accordance with Federal regulations to expand, improve or provide services in unserved/underserved areas of South Carolina. The following requirements must be met during year one (1) of the funding cycle.*

Adherence to The Standards and indicators as listed in Section 725 of the Act and section 6.1-6.7. Failure to met year one requirements will result in a corrective action plan and if not corrected, a withdrawal of year two and year three funding cycles.

- These Independent Living services shall be provided to individuals with significant disabilities that meet federal eligibility guidelines stipulated in Title VII, Chapter 1, Part B of the Rehab Act.
- Grantee must establish a governing board that meets federal eligibility guidelines.
- Grantee must research and secure a safe accessible facility in which to conduct the CIL's base of operations from.
- Grantee must have obtained their Articles of Incorporation for non-profit status from the Secretary of State's office and have researched and begun the application process for Recognition of Exemption Under Section 501(c) (3) of the Internal Revenue Code.
- A Grantee representative must attend at least two quarterly SCILC meetings per fiscal year.

- A Grantee representative must attend the yearly Pathways to Independence Conference.
- Report shall be provided annually on the demographics and information required by the SCILC for the 704 Annual Performance Report.
- Reports should clearly state the CILs progress and identify any potential problem areas where they may need technical assistance from the SCILC, CIL Network or other entities.

Year 2 Estimated Cost: \$87,000.00 Target Date: September 2009

*The DSU in collaboration with the SCILC shall continue to provide funds to grantee(s) for the provision of the core Independent Living services to be rendered in accordance with Federal regulations to expand, improve or provide services in unserved/underserved areas of South Carolina. The Following additional requirements must be met during year two (2) of the funding cycle. **Failure to met year two requirements will result in a corrective action plan and if not corrected, a withdrawal of year three funding cycle.***

- Grantee must have been granted Recognition of Exemption Under Section 501(c) (3) of the Internal Revenue Code.
- Grantee must submit a written and verbal report at quarterly Council meetings.
- Grantee must have their *consumer service records available for site reviews by the DSU in cooperation with the SCILC Program Committee.*
- Report shall be provided annually on the demographics and information required by the SCILC for the 704 Annual Performance Report.
- Grantee must research potential funding sources and submit completed applications for funding. Sources are to include but not limited to Federal Part C Funding, if available, under the Department of Education Discretionary Grant Program for Center's for Independent Living (CILs) CFDA# 84.132A administered through the Office of Special Education and Rehabilitative Services (OSERS).
- A Grantee representative must attend the yearly Pathways to Independence Conference and provide sponsorship for one consumer in their service area to participate in the conference.

Year 3 Estimated Cost: \$87,000.00 Target Date: September 2010

The DSU and the South Carolina Independent Living Council shall continue to provide funds to grantee(s) for the provision of the core Independent Living services to be rendered in accordance with Federal regulations to expand, improve or provide services in unserved/underserved areas of South Carolina. The Following additional requirements must be met during year three (3) of the funding cycle.

- Grantee will continue to research potential funding sources and submit completed applications for funding. Sources are to include but not limited to Federal Part C Funding, if available, under the Department of Education Discretionary Grant Program for Center's for Independent Living (CILs) CFDA# 84.132A administered through the Office of Special Education and Rehabilitative Services (OSERS).
- Grantee must submit a written and verbal report at quarterly Council meetings.
- Report shall be provided annually on the demographics and information required by the SCILC for the 704 Annual Performance Report.
- A Grantee representative must attend the yearly Pathways to Independence Conference and provide sponsorships for two consumers in their service area to participate in the conference.

Goals for Existing Title VII, Chapter 1, Part B CILs: *The DSU in collaboration with the SCILC after the initial three (3) year funding, shall provide funds to existing grantee(s) for the continuing provision of the core services at the current level to be rendered in accordance with Federal regulations. Funding by the DSU in cooperation with the SCILC will continue until Title VII, Chapter 1, Part C funds are obtained in accordance with the requirements under the Department of Education Discretionary Grant Program for CILs (CFDA # 84.132A) as it is administered through the Office of Special Education and Rehabilitative Services (OSERS). **Failure to comply with the SPIL regulations might result in a probationary period and the provision of a corrective action plan. Continued non-compliance may result in the loss of part B funding.** Grantee will further*

develop/maintain the necessary requirements to meet the current standards and indicators necessary to obtain Title VII, Part C funding.

- Grantee will continue to research potential funding sources and submit completed applications for funding.
- Grantee must submit a written and verbal report at quarterly Council meetings.
- Grantee must have their consumer service records available for *site reviews by the DSU in cooperation with the SCILC Program Committee* and/or representative(s) of the CIL Network.
- Report shall be provided annually on the demographics and information required by the SCILC for the 704 Annual Performance Report.
- Grantee must attend the yearly Pathways to Independence Conference and provide sponsorships as needed for three consumers in their service area to participate in the conference.

OBJECTIVE 5 – Emergency Preparedness

Years 1- 3 Estimated Cost: \$15,000.00 Target Date: October 2008 – September 2010

Funding for this objective provided through the Federal Grant from the US Dept. of Education, Title VII, Chapter 1, Part B funds.

Goal: To help increase awareness and education in the development of disaster preparation and emergency response plans to incorporate the separate needs of people with disabilities from other “vulnerable populations” in South Carolina.

The SCILC shall accomplish this with the following

- SCILC representative(s) shall serve as a catalyst in the process of bringing together disability organizations, CILs, state and local emergency planners to develop mechanisms to increase information sharing, coordination, and the development of disaster preparation and emergency response plans. SCILC in collaboration with the SC Emergency Management Division (SCEMD) will work to help identify and educate citizens of SC with disabilities and special needs by conducting five (5) training sessions in five (5) geographic areas of SC.
- SCILC representative(s) shall work with agencies that are responsible for making statewide policies on disaster

preparedness and response to initiate contacts and begin the process of incorporating disability into those plans.

- SCILC shall encourage and provide assistance as needed to CILs and other disability organizations. The SCILC will collaborate with their local emergency planning authorities and serve as a point of contact and resource for the disability populations when Emergency Operations Centers (EOC) are activated.
- The SCILC and the CIL Network will collaborate by developing an educational and training curriculum centered around organizational disaster response and recovery plans. It should include specific elements of organizational disaster plans, and materials that can be used by CIL leadership and staff to provide, as funding allows, technical assistance to the CILs for developing and implementing these plans.
- SCILC shall collaborate with state emergency management officials to design plans and provide information in a manner that is user-friendly, and available in alternative format to better help those with and without disabilities in the current emergency planning and response systems.
- SCILC, CIL Network and other disability organizations will collaborate in an effort to develop and publish a resource list to help identify functional supports around the state to include accessible transportation, durable medical equipment, medications, alternative communication systems (screen readers, sign language interpreters, etc.) and accessible shelters in the event of a disaster. This list will serve to link persons with the services required to either evacuate, shelter in place, or secure shelter.

OBJECTIVE 6 – SC Commission for the Blind- IL Skills Program (IDLB)

Year 1 - 3 Estimated Cost: \$129,000.00 Target Dates: October 2008 – September 2010

Funding for this objective provided through the Federal Grant from the US Dept. of Education, Title VII, Chapter 1, Part B-Independent Living Skills for the Blind.

Goal: To provide services to people with blindness and low vision. The South Carolina Commission for the Blind (SCCB) shall expend the Title VII, Chapter 1, Part B, funds to provide Independent Living

Skills training and Orientation/Mobility training to eligible consumers. Eligible consumers may receive the core services of Peer Support, IL Skills training, Advocacy, and Information and Referral.

- *In order to educate and inform the public*, the SCCB will give written and verbal programmatic and financial quarterly reports to the SCILC and the DSU on the expenditure of the Title VII, Chapter 1, Part B funding.
- Quarterly reports will be based on demographics and information required by the 704 Annual Performance Report.

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. This section of the SPIL must:

- Identify the populations to be designated for targeted outreach efforts;
- Identify the geographic areas (i.e., communities) in which the targeted populations reside; and
- Describe how the needs of individuals with significant disabilities from minority group backgrounds will be addressed.

Outreach to Unserved or Underserved Populations and Minority Groups

The SCILC, CILs, SCVR, and SCCB are committed to promoting the participation of minority individuals and groups in all aspects of independent living services and the independent living movement. The current State Plan led to substantial progress in serving a broader range of culturally diverse communities in both urban and rural geographic areas of South Carolina (*i.e. Allendale, Bamberg, Charleston, Dorchester, and Darlington counties*). As stated in section 3.2A of this SPIL, the expansion of Centers identifies the **Florence and Dillon areas as being the areas of highest need based on population of people with disabilities, and the presence of known disability advocates**. The plan is to create new Centers that will provide the core services or peer support, advocacy, IL skills training and information and referral.

Outreach efforts as mentioned in 1.0 and 3.0 consist of providing training

opportunities in conjunction with other disability organizations and individuals. Trainings cover topics such as independent living history, philosophy, and information about the Americans with Disabilities Act.

The SCILC will continue to work closely with the Part B & C Centers to support their efforts including outreach, assistance with obtaining funding, coordination of meetings, dissemination of information, and trainings as requested to enhance knowledge and outreach to unserved and underserved populations and minority groups. The identified minority populations include but are not limited to Latinos, African Americans and Native Americans. The specific unserved/underserved populations in South Carolina are people who are deaf, deaf/blind, brain injured, have progressive neurological disabilities, and any other disability groups that have been identified through a survey by the Department of Disabilities and Special Needs (DDSN). The community's needs are addressed through the provision of the core services of the IL centers and by reviewing information gathered through evaluations of workshops and trainings for people with disabilities.

The SCILC distributes updates on disability issues through an educational e-mail list and web site to any interested individuals and organizations. The SCILC supports the CILS efforts to reach out to the many groups across South Carolina.

SPECIFIC OBJECTIVES FOR OUTREACH

Objective 1.0 As stated in section 3.2A regarding outreach to Unserved or Underserved populations and Minority groups, the SCILC will continue to work with (*i.e. provide information, share resources, and promote the independent living philosophy*) the DSUs and CILs to identify and provide outreach to individuals requesting information about independent living and philosophy.

Objective 2.0 The Council supports the efforts of the CILs in reaching out to minority and unserved and underserved population by providing assistance and referrals to the CILS. The Council provides information to any one who calls and requests it. Staff makes referrals to the appropriate Centers.

Objective 3.0 Outreach will be provided by Independent Living Specialists and other appropriate personnel.

1.3 Financial Plan – 34 CFR 364.42(a)(2) and (3); 34 CFR 364.29

Describe in sections 1.3A and 1.3B, below, the financial plan for the use of anticipated 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. The first column in each of the tables lists the potential SPIL funding sources. The four other columns represent the potential uses of funds. For each funding source, provide estimated dollar amounts anticipated for the applicable uses. 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.

Insert additional rows for the specific funding sources and amounts expected within the categories of Other Federal Funds and Non-Federal Funds.

Year 1

Sources	Approximate Funding Amounts and Uses			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds				
Chapter 1, Part B	\$129,056.00	\$39,000.00	\$87,000.00	\$46,229.00
Chapter 1, Part	-0-	-0-	\$865,640.00	-0-

C				
Chapter 2, Individuals Who are Older Blind	-0-	-0-	-0-	-0-
Other Federal Funds	-0-	-0-	-0-	-0-
Sec. 101(a)(18) of the Act (Innovation and Expansion)	-0-	-0-	-0-	-0-
Other				
		-0-	-0-	-0-
Non-Federal Funds				
State Funds	\$29,143.00	\$4,300.00	-0-	-0-
Donations	\$3,000.00			

Year 2

Sources	Approximate Funding Amounts and Uses			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds				
Chapter 1, Part B	\$129,056.00	\$39,000.00	\$87,000.00	\$46,229.00
Chapter 1, Part C	-0-	-0-	\$865,640.00	-0-
Chapter 2, Individuals	-0-	-0-	-0-	-0-

Who are Older Blind				
Other Federal Funds	-0-	-0-	-0-	-0-
Sec. 101(a)(18) of the Act (Innovation and Expansion)	-0-	-0-	-0-	-0-
Other			-0-	
		-0-	-0-	-0-
Non-Federal Funds				
State Funds	\$29,143.00	\$4,300.00	-0-	-0-
Donations	\$3,000.00			

Year 3

Sources	Approximate Funding Amounts and Uses			
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities
Title VII Funds				
Chapter 1, Part B	\$129,056.00	\$39,000.00	\$87,000.00	\$46,229.00
Chapter 1, Part C	-0-	-0-	\$865,640.00	-0-
Chapter 2, Individuals Who are Older Blind	-0-	-0-	-0-	-0-

Other Federal Funds	-0-	-0-	-0-	-0-
Sec. 101(a)(18) of the Act (Innovation and Expansion)	-0-	-0-	-0-	-0-
Other				
Non-Federal Funds				
State Funds	\$29,143.00	\$4,300.00	-0-	-0-
Donations	\$3,000.00			

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.

Part B funds are used to provide the core Independent Living services and to conduct other SPIL activities such as trainings and the conference.

Part B and C funds will support SPIL objectives #'s 1, 3, 4, and #5, The Annual Statewide Pathways to Independence Conference, Independent Living workshops, Expanding the Network of Center, Disseminating emergency preparedness information.

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.

\$87,000 Part B funds are used by the DSU to provide Independent Living services through a contract with a Part B center for Independent Living.

\$46,229.00 per year by the DSU for a yearly statewide cross-disability

conference and other SPIL educational activities,

The Department of Vocational Rehabilitation provides the funds for the required non-federal match of 10%. The current grant award is \$262,285.00. The match amount is \$29,143.00. This is applied toward the SPIL resource plan. The DSU and the SCILC allocate through the SPIL Resource plan how the Chapter VII title 1 Part B funds are expended.

The Commission for the Blind uses \$43,300.00 Title VII Chapter 1 Part B Federal funds including a 10% match *directly* for the Independent Living services for the Blind (ILDB) program. These services include the core services of advocacy, peer support, IL skills training and information and referral. There is now a specific person appointed to the ILDB program to provide these services. The Title VII Chapter 1 Part B funds can be used to provide equipment or training that enhances the person's ability to live more independently in their home or community.

The Network of Centers and the SCILC have been involved in educating the local, state and federal legislature on the importance of continued funding for Centers and community services. The SCILC and the DSU work with the Network of Centers to create an equitable means of distributing any *additional federal funds that may become available as well as* prioritizing which geographic areas of the State will be targeted for new Centers. More emphasis on the economic and personal benefit are required to promote continued funding of community services to allow people to age in place and not be forced to become institutionalized.

1.3B(2) 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 SCILC, CIL and the DSU's share resources when possible when working on the SPIL goals. There are not any in-kind resources at this time.

1.3B(3) Provide any additional information about the financial plan, as appropriate.

N/A

1.4 Compatibility with Title VII and the CIL Work plans – 34 CFR 364.42(c) and (e)

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 Carolina has three federally funded Title VII, Chapter 1, Part C Centers. All of these Centers provide the core services of peer counseling, self and systems advocacy, independent living skills training, and information and referral. In keeping with the Act, all of the objectives in the SPIL are designed to promote and enhance the practice and philosophy of inclusion of people with disabilities.

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

The SCILC Planning committee which is made up of representation from the CIL network and the DSUs along with input from the CIL Network discussed the priorities and objectives of the Centers. The Centers each receive feedback regarding the Center's services and needs that are unmet. This information is shared verbally at the quarterly CIL network meetings. During the yearly Pathways to Independence conference participants request workshops and information. The draft of the SPIL is posted on the SCILC website and is discussed at many support group meetings, trainings and other opportunities where people with disabilities can give feedback. The SPIL's objectives focus on how the SCILC can collaborate with and work in coordination with the Centers and the DSU so that we are all providing needed services for people with disabilities, but not duplicating services.

The focus of the SPIL's objectives are to strengthen the Network of Centers by providing technical assistance, educate the community about independent living history and philosophy and access to voting and the voting process. This is done through workshops, promoting the *Pathways to Independence* conference, and by conducting informational and educational trainings. The objectives incorporated the Center's priorities of outreach to rural and minority based populations, increased attention to voter access and emergency preparedness.

1.5 Cooperation, Coordination, and Working Relationships Among Various Entities – 34 CFR 364.26

Describe the steps that will be taken to maximize the cooperation, coordination and working relationships among:

- a) The SILS program, the SILC, and centers; and
- b) 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 determined to be appropriate by the SILC.

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

The State takes steps that maximize the communication, cooperation, coordination, and working relationships among -- the SILS program, the SCILC 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, including Indian Tribal Councils, determined to be appropriate by the SCILC. Some of these include but are not limited to the agencies and groups found in Attachment 2.

The SC Independent Living Council (SCILC) will work with representatives from the SC Vocational Rehabilitation Department (SCVRD), the SC Commission for the Blind (SCCB) and Part B & C Centers for Independent Living (CILs) to continue collaboration of efforts and state services for people with disabilities in South Carolina. *Cooperation and coordination take place by the SCILC and the DSU's being present at meetings, conferences, advisory boards and any gathering where needs of people with disabilities are being discussed. The purpose is always to increase opportunities for people with disabilities and their families. An example of this is the annual Pathways to Independence Conference, Objective 1.*

- The SCILC staff will continue to work cooperatively with the above named partners in order to identify and address the needs of specific disability populations and issues (*i.e. deaf, deaf/blind, brain injury,*

progressive neurological disabilities, and any other disability groups that are identified through a survey by the Department of Disabilities and Special Needs (DDSN)).

- The SCILC will work cooperatively by attending board meetings and/or committee meetings on a monthly or quarterly basis depending on the organization.
- The SCILC staff and council members will actively participate by being volunteers, board members, and participants in disability related organizations.
- The SCILC will continue to work with various disability and non disability organizations in order to identify and coordinate federal and state opportunities for funding for Centers for Independent Living and independent living services.
- *The SCILC will provide letters of support for other agencies that seek to obtain funding that would further the afore mentioned goals.*

1.6 Coordination of Services – 34 CFR 364.27

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

The State ensures that services funded under Chapter 1 will complement and be coordinated with other services to avoid unnecessary duplication with other Federal, State, and local programs, including the IL program for older individuals who are blind funded under Chapter 2 of Title VII. The State coordinates Federal and State funding for CILs and the SILC.

This is done by being actively involved in the community. This means, as stated in 1.5 above, that SCILC staff, Council members, Center staff and board and DSUs take part in, serve on the board or task forces and give input on services as they relate to public health, mental health, special education, accessible affordable housing, transportation, vocational education, developmental disabilities etc.

1.7 Independent Living Services for Individuals who are Older Blind – 34 CFR

364.28

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 Vocational Rehabilitation Department, Commission of the Blind and the SCILC will be developing a process to collaborate on the provision of services in the future.

Section 2: Scope, Extent and Arrangements of Services

2.1 Scope and Extent – 34 CFR 364.42(b)(2)(3); 34 CFR 364.43(b); 34 CFR 364.59(b)

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(1): 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, as follows:			
- Information and referral	X	X	X
- IL skills training	X	X	X
- Peer counseling	X	X	X
- Individual and systems advocacy	X	X	X
Counseling services, including psychological, psychotherapeutic, and related services	X		

Table 2.1A(1): 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)
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)		X	X
Rehabilitation technology	X		
Mobility training	X		X
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	X	X	X
Personal assistance services, including attendant care and the training of personnel providing such services		X	X
Surveys, directories and other activities to identify appropriate housing, recreation, accessible transportation and other support services		X	X
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	X	X	X
Education and training necessary for living in the community and participating in community activities	X	X	X
Supported living			

Table 2.1A(1): 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)
Transportation, including referral and assistance for such transportation	x	x	x
Physical rehabilitation	x		
Therapeutic treatment	x		
Provision of needed prostheses and other appliances and devices	x		
Individual and group social and recreational services	x		
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			
Services for children with significant disabilities			
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	x		x
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future			
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities		x	x
Other necessary services not inconsistent with the Act			

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

As stated in section 1.2, the Centers seek to provide services through outreach and trainings to minority populations such as Latinos, African Americans and Native Americans as well as individuals living with brain injury.

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:

This section not applicable to SC

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

2.2 Arrangements for State-Provided Services – 34 CFR 364.43(d) and (e)

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

The DSU (Commission for the Blind) provides IL services directly through the \$43,300.00 in Part B and state match funds for the ILDB program. The core services are provided. The DSU (Vocational Rehabilitation) also provides IL services through the funding for the Part B Center for Independent Living.

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

The contract language for the provision of IL services will be reviewed to

make sure that this requirement is in place.

Section 3: Design for the Statewide Network of Centers

3.1 Existing Network – 34 CFR 364.25

3.1A 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.

Design for the Network of Centers for Independent Living (CILs)

South Carolina is currently served by three federally funded Title VII, Part C Centers which are the Disability Action Center, Inc. (DAC) Walton Options for Independent Living (WOIL) and Disability Resource Center (DRC). These three Centers for Independent Living (CILs) cover the following counties:

1. Disability Action Center, Inc. (covers the Midlands and Upper Western counties): Saluda, Lexington, Oconee, Anderson, Calhoun, Sumter, Lee, Fairfield, Newberry, Greenwood, Greenville, Union, York, Orangeburg, Richland, Clarendon, Kershaw, Pickens, Abbeville, Laurens, Spartanburg, Cherokee, and Chester
2. Walton Options for Independent Living (covers some of the South Western counties): McCormick, Edgefield, Aiken, and Barnwell
3. Disability Resource Center (covers some of the low country): Charleston, Berkeley, Dorchester, Williamsburg, and part of Orangeburg.

The above mentioned CILs receive Part C Federal funds to provide the core IL services, these are approximate amounts. The DAC receives \$509,051.00, WOIL, SC receives \$155,000.00; and DRC receives \$201,589.00.

South Carolina currently has one Title VII, Chapter 1, Part B Center:

1. Disability Solutions (covers some of the Pee Dee region): Darlington County.

Disability Solutions currently receives Title VII, Chapter 1, Part B funds in the

amount of \$87,000.

Due to the rise in economic costs the National Council for Independent Living (NCIL) recommends that CILs have a base funding level of at least \$250,000. The SCILC strives to have CILs be base funded at least at the \$250,000 funding level to provide the core IL services.

3.2 Expansion of Network – 34 CFR 364.25

3.2A 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).

HOW TO INCREASE THE NETWORK OF CILS USING PART B FUNDS

The DSU and the SCILC recommends that new Part B CILs be at least minimally funded at \$100,000.00, However, due to limited resources at this time, the DSU will provide a minimum of \$87,000 Part B funds. The process for granting out these limited funds is described in Objective 4. The geographic areas where the funds are to be allocated are listed below.

The DSU and the SCILC recommends that the following areas of the State be targeted for new or expanded coverage and funding for the core Independent Living Services. *There are 5 major areas that have been identified as being priority areas. The first two have grass-roots organizations. The last three are not served by any Center and do not have grass-root organizations that are ready to become Centers.*

The following counties have highest priority for the establishment of a new Center because they have cross-disability, grassroots organizations that are currently working towards becoming a CIL. The figures for the percentage of the population having a disability are from the 2000 Census. The two counties in the Pee Dee region are:

1. *Florence and Dillon (PeeDee region) The two counties combined have a combined percentage that reflects that 74% of the population have a disability.*

2. *Georgetown, Horry, and Marion* (Grand Strand Area) have a combined percentage of 71% of the population have a disability.

The SCILC and the DSU, along with their collaborative partners, have identified a second level of priorities consisting of the following unserved counties because they do not yet have a cross-disability grassroots advocacy organization at this time. The SCILCs Objective 3 is aimed at educating the population in these areas and training interested organizations and individuals about IL. As a result of trainings and education it is hoped that the SCILC and the CIL Network will develop cross-disability grassroots organizations that will become CILs.

- 3 *Allendale, Bamberg, and Hampton* (Low Country) have a combined 83% of the population with a disability.
- 4 *Lancaster, Chesterfield, and Marlboro* (Northeastern) have a combined 74% of the population with a disability.
- 5 *Jasper, Beaufort and Colleton* (Low Country) have a combined 73% of the population with a disability.

3.3 Section 723 States Only – 34 CFR 364.39

This section only applies to States that earmark more State funds for the general operation of CILs than the Federal government does. South Carolina is **not** a 723 State.

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.

South Carolina is **not** a 723 State.

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.

South Carolina is **not** a 723 State.

Section 4: DSU

4.1 Administrative Support Services – 34 CFR 364.4; 34 CFR 364.22(b)

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.

The SCILC is a non profit 501 C3 organization. *The SCVRD provides administrative support as well as fiscal oversight. i.e. printing of brochures, distributing information, use of conference rooms etc.*

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

N/A

Section 5: SILC

5.1 Resource plan – 34 CFR 364.21(i)

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.

The Budget chart/Resource plan ONLY applies to Title VII Chapter 1 part B funds and the 10% non-federal match. The budget chart/Resource plan includes \$106,286.00 per year for Personnel services including employee benefits, \$12,000.00 per year for Contractual services such as interpreters, workshop speakers, maintenance agreements, etc, \$2,000.00 per year for Supplies such as paper, ink, postage, \$15,000.00 per year for Fixed charges such as rent, utilities, telephones.

This is an estimate of yearly costs. The SCILC has not received an increase and in fact was reduced by 1% last year so there is no increase reflected in the budget.

The following comprehensive resource plan has been developed based

upon funds provided through Title VII, Chapter 1, Part B through the US Department of Education and 10% non federal match. The plan supports the essential operational expenditures as specified by the SC Independent Living Council (SCILC) in order to carry out the functions of the Council during the term of the SPIL.

The SCILC employs an outside independent Accounting Firm for management of funds. *Monthly financial statements reports are given to the DSU and the Executive Committee of the SCILC.*

The SCILC staff currently consists of an Executive Director and an Executive Assistant. It is hoped that by year three the SCILC staff will expand to include a *part-time informational or clerical staff position as funding permits.*

Budget Chart/Resource plan for the SC Independent Living Council (SCILC):

The budget chart below details projected expenditures for FY08 - 10.

All funds below are 90% Title VII, chapter 1, part B funds plus 10% non-federal match. These funds are provided by a Federal Grant from the US Dept. of Education, the SC Vocational Rehabilitation Department, and *includes \$3,000 in donated monies.*

Budget Chart/Resource plan for the SC Independent Living Council (SCILC):

Budget Categories	FFY 2007-08	FFY 2008-09	FFY 2009-10	3 Year Total
1. Personnel Services	106,286.00	106,286.00	106,286.00	318,858.00
2. Contractual Services	12,000.00	12,000.00	12,000.00	36,000.00
3. Supplies	2,000.00	2,000.00	2,000.00	6,000.00

State of: South Carolina

4. Fixed Charges	15,000.00	15,000.00	15,000.00	45,000.00
5. Travel	25,914.00	25,914.00	25,914.00	77,742.00.00
Total Operating	\$161,200.00	\$161,200.00	\$161,200.00	\$483,600.00

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.
- Non-inclusion of conditions or requirements in the SILC resource plan that may compromise the independence of the SILC.
- Reliance, to the maximum extent possible, on the use of resources in existence during the period of implementation of the State plan.

The SCILC and the DSU will be responsible for the proper expenditure of and accounting of funds and the resources it receives under the SPIL resource plan.

The Part B contract language for the general operation of the SCILC will be reviewed to include language that addresses the above requirements. The SCILC and the DSU's will continue to develop policies for the IL program that make use of existing resources.

The following policies address the SCILC's fiscal responsibility.

FISCAL POLICIES as found in SCILC Policy Manual

I. General

- A. The Council formulates financial policies, delegates the administration of the financial policies to the Program Manager and administrative staff, and reviews operations and activities. These fiscal policies will be reviewed bi-annually by the SCILC Executive Committee and submitted to the full Council review and approval.
- B. The Executive Director has responsibility for all operations and activities, including financial management.

- C. The SCILC has hired an accountant who will keep the Staff aware of all accounting ledgers and procedures.
- D. In no event will checks be:
 - 1. Prepared from monthly statements (without review of supporting documentation.)
 - 2. Signed in advance
 - 3. Be made payable to “cash”, “bearer”, or similar payee
- E. All out-of-town travel must be approved in advance by supervisor.
- F. All forms will be completed in ink.
- G. Purchasing
 - 1. Purchases of \$1,500 or less may be made at the discretion of the Executive Director without competitive quotes.
 - 2. All purchases for items or services exceeding \$1,500 will require at least three written vendor quotations before authorization may be granted and approved by the SCILC Treasurer. Exceptions to this rule must be approved in writing by the Executive Committee.
 - 3. No personal purchases will be made for employees, their relatives or friends.
- H. Financial operations will be in compliance with the regulations set forth in 45 CFR 74, 10 CFR 600, 10 CFR 440, OMB Circulars A-110, A-122 and A-133, and other applications as required.
- I. SCILC’s fiscal year is October 1 – September 30. An organizational budget shall be presented to the SCILC Executive Committee by September 30th of each fiscal year.
- J. The Executive Director has the authority to move funds between line items up to 10% of the line item. Any modification to the

- budget above the 10% limit must be submitted to the SCILC Treasurer for review and approval.
- K. The Executive Director will keep a copy of all contracts and subcontracts.
 - L. The Executive Director and/or the SCILC Treasurer will review all check requests and approve payment of same.

5.2 Establishment and Placement – 34 CFR 364.21(a)

5.2A Describe how the establishment and placement of the SILC ensures its independence with respect to the DSU and all other State agencies.

The SCILC is not established as an entity within any State agency, including the DSU, and is independent of the DSU and all other State agencies. Following is a brief description of the legal status and placement of the SCILC:

The SC Independent Living Council (SCILC) is an independent consumer body 501(c) 3 located in office space in the community and appointed by the Governor of South Carolina. The SCILC is not established as an entity within any state agency.

5.3 Appointment and Composition – 34 CFR 364.21(b) – (f)

5.3A Describe the process used by the State to appoint members to the SILC who meet the composition requirements in section 705(b).

The SCILC has a membership committee that meets regularly to discuss and recruit potential Council members. There is an established written application process for the SCILC and after a potential member is identified and selected by the committee, the application is reviewed and approved by the Council the application is sent to the Governor's office for

appointment. The membership committee, with assistance from the staff keeps track of appointments, member's terms and composition.

5.4 Staffing – 34 CFR 364.21(j)

5.4A 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.
- 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.

See statement and policy excerpted below:

The following can be found in the SCILC Policy Manual:

Each SCILC staff member shall be provided with a **job description** approved by the Council.

Employee Evaluations - All SCILC employees will be given an evaluation after the first three months and first six months of employment. Thereafter, employees will be given an annual evaluation corresponding with their hire date. The evaluations will look at quality of work, quantity of work, attendance, relations with co-workers and the public, practice of the independent living philosophy in the work, any issue addressed in a previous evaluation, and any issue of concern. With each evaluation, the employee will be given specific suggestions for improvement and will be given the opportunity to respond to the evaluator's comments. Evaluations will be conducted by the executive director. The council's executive committee will conduct the evaluations of the executive director with input from the SCILC staff. Evaluations will be taken into consideration when opportunities for advancement and salary increases are available. Employees may request a copy of their evaluation at any time.

Regarding non-assignment of duties: The DSU and the SCILC will develop a policy that prohibits the 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.

Section 6: Service Provider Requirements

Describe how the following service provider requirements will be met:

6.1 Staffing – 34 CFR 364.23; 34 CFR 364.24; 34 CFR 364.31

The contract language for the provision of IL services will be reviewed to make sure that the following requirements are in place. The State will provide training for all service providers on the standards and assurances of Section 725 of the Act, as well as section 6.1-6.7.

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

The staff of service providers will include personnel who are specialists in the development and provision of IL services and in the development and support of CILs. To the maximum extent feasible, each service provider will make available 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 tape, and who apply for or receive IL services under the SPIL; 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 the SPIL.

The State assures that service providers will 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 program will emphasize improving the skills of staff directly responsible for the provision of IL services, including knowledge of the IL philosophy.

All recipients of financial assistance under Chapter 1 take affirmative action to employ and advance in employment qualified individuals with disabilities on the same terms and conditions required with respect to the employment of individuals with disabilities under section 503 of the Act.

No individual will, on the basis of race, color, national origin, gender, age, or disability be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination under this SPIL.

6.2 Fiscal Control and Fund Accounting – 34 CFR 364.34

The contract language for the provision of IL services will be reviewed to make sure that the following requirements are in place. The SCILC and the DSU have access to EDGAR and have written fiscal policies.

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

All recipients of financial assistance under Chapter 1 will adopt such fiscal control and fund accounting procedures as may be necessary to ensure the proper disbursement of and accounting for funds paid to the State under Chapter 1.

6.3 Record-Keeping, Access and Reporting – 34 CFR 364.35; 34 CFR 364.36; 34 CFR 364.37

Financial reports are given quarterly at Council meetings and given to the DSU regularly.

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

All recipients of financial assistance under Chapter 1 will:

- (a) Maintain records that fully disclose--
 - (1) The amount and disposition by each recipient of the proceeds of such financial assistance,
 - (2) The total cost of the project or undertaking in connection with which such financial assistance is given or used, and
 - (3) The amount of that portion of the cost of the project or undertaking supplied by other sources; and
 - (4) Compliance with the requirements of Chapter 1 and 34 CFR Parts 364, 365, 366, and 367.
- (b) Maintain such other records as the Secretary determines to be appropriate to facilitate an effective audit.

All recipients of financial assistance under Chapter 1 will afford access to the Secretary and the Comptroller General or any of their duly authorized representatives, for the purpose of conducting audits and examinations, to all records maintained pursuant to section 7.3 of the SPIL immediately above and any other books, documents, papers, and records of the recipients that are pertinent to the financial assistance received under Chapter 1.

All recipients of financial assistance under Chapter 1 will submit reports with respect to records required in section 6.2 of the SPIL, as the Secretary determines to be appropriate.

6.4 Eligibility – 34 CFR 364.40; 34 CFR 364.41

The contract language for the provision of IL services will be reviewed to make sure that the above requirements are in place. The SCILC and the DSU are aware of these policies and the Centers are required to have written policies in order to receive Title VII chapter 1 part B funds or C funds. All Centers provide Information and referral services to anyone who contacts them regardless of residency. In keeping with Federal regulations other more extensive core services are restricted by the catchment areas as stated in the specific grants

- 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.
- 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.
- 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.
- 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.
- 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.

Individuals with significant disabilities are eligible for services provided under the SPIL.

To be eligible, an individual is one:

- (1) Who has a significant physical, mental, cognitive, or sensory impairment;
- (2) Whose ability to function independently in the family or community or whose ability to obtain, maintain, or advance in employment is substantially limited; and
- (3) For whom the delivery of IL services will improve the ability to function, continue functioning, or move towards functioning independently in the family or community or to continue in employment.

No individual will, on the basis of race, color, national origin, gender, age, or disability be excluded from participation in, denied the benefits

of, or otherwise be subjected to discrimination under this SPIL.

6.5 Independent Living Plans – 34 CFR 364.43(c)

The contract language for the provision of IL services will be reviewed to make sure that the above requirements are in place.

- 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 State provides IL services under Chapter 1 to individuals with significant disabilities in accordance with an ILP mutually agreed upon by an appropriate staff member of the service provider and the individual, unless the individual signs a waiver stating that such a plan is unnecessary. *The SCILC and the DSU are aware of these policies and the Centers are required to have written policies in order to receive Title VII chapter 1 part B funds or C funds*

6.6 Client Assistance Program (CAP) Information – 34 CFR 364.30

The SCILC and the DSU are aware of these policies. The contract language for the provision of IL services will be reviewed to make sure that the following requirements are in place. The State will provide training for all service providers on the standards and assurances of Section 725 of the Act, as well as section 6.1-6.7.

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

All recipients of financial assistance under Chapter 1 that provide

services to individuals with significant disabilities advise those individuals seeking or receiving IL services about the availability of the Client Assistance Program under section 112 of the Act, the purposes of the services provided under such program, and information on the means of seeking assistance under such program. 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 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.

6.7 Protection, Use and Release of Personal Information – 34 CFR 364.56(a)

The SCILC and the DSU are aware that Centers have written confidentiality policies in place. The contract language for the provision of IL services will be reviewed to make sure that the following requirements are in place. The State will provide training for all service providers on the standards and assurances of Section 725 of the Act, as well as section 6.1-6.7.

- 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.

Section 7: Evaluation

7.1A 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. *34 CFR 364.38*

The State has established a method for the periodic evaluation of the effectiveness of the SPIL:

- (1) In meeting the State's objectives and timelines for meeting those objectives;
- (2) In the satisfaction of individuals with disabilities; and
- (3) In meeting the objectives established in the SPIL.

The State agrees to annually submit the results of DSU and SCILC evaluation activities, including the most recent evaluation of Title VII consumer satisfaction, with the annual performance report to RSA.

SPIL Evaluation Plan

The methods the DSU and the SCILC will use to measure the effectiveness of the SPIL are:

- Outcome measurements have been included for each objective for each year of the three year SPIL. These measurements are stated in the goals and objectives in Part II, Section 1.1. The Executive Committee is responsible for monitoring the SPIL and its progress towards meeting the goals and objectives.
- The Executive committee meets each month that a SCILC quarterly meeting is not scheduled, to review and monitor the SPIL's progress towards goals and objectives. Corrections are made on an as needed basis.
 1. The DSU reviews the Part B Centers at least yearly to monitor progress towards goals and offers technical assistance where necessary.
 2. Part C and B Centers give progress reports on a quarterly basis at the SCILC meetings to report progress towards the SPIL objectives and goals. Only Part B Centers are required to give reports. Part C Centers are requested to give a report but not required.
- The SCILC will receive a summary of the consumer satisfaction surveys from Part B Centers. *The SCILC and the DSU are active*

members of the disability community and have a well established relationship with the local Client Assistance Program. When issues regarding centers or personnel arise, the SCILC is notified. The method of evaluation is in verbal and written reports throughout the year. The DSU is an active member of the Council and receives regular reports at the Council meetings.

- Public Comments from the SCILC Annual Conference and any other public forums conducted by the SCILC.
- *The 704 Performance Report will be used to evaluate and analyze progress on goals and needs.*

Section 8: State-Imposed Requirements

8.1A Identify any State-imposed requirements contained in the provisions of this SPIL.

[This section is not applicable to SC.](#)

ATTACHMENT 1 **ACRONYMS**

AARP – American Association of Retired People
APRIL – Association of Programs for Rural Independent Living
ARC – The ARC of South Carolina.
BIASC – Brain Injury Alliance of South Carolina
CAP - Client Assistance Program
CIL – Center for Independent Living
COA – Council on Aging
CSR – Consumer Service Record
DAC – Disability Action Center
DRC – Disability Resource Center
DSU – Designated State Unit
EDGAR - Education Department General Administrative Regulations
EOC – Emergency Operations Center
HUD – US Department of Housing and Urban Development

IDLB- InDependent Living program for the Blind
IL – Independent Living
NCIL – National Council on Independent Living
OSERS – Office of Special Education and Rehabilitative Services
P&A – Protection and Advocacy for People with Disabilities
RSA – Rehabilitation Services Administration
SC – South Carolina
SCAD – South Carolina Association of the Deaf
SCATP – South Carolina Assistive Technology Project
SCCB – South Carolina Commission of the Blind
SCDDC – South Carolina Developmental Disability Council
SCDDSN – South Carolina Department of Disabilities and Special Needs
SCDE - South Carolina Department of Education
SCDHEC – South Carolina Department of Health and Environmental Control
SCDHHS – South Carolina Department of Health and Human Services
SCDMH – South Carolina Department of Mental Health
SCDSS – South Carolina Department of Social Services
SCEMD – South Carolina Emergency Management Division
SCESC – South Carolina Employment Security Commission
SCILC – South Carolina Independent Living Council
SCPTE – South Carolina Pathways Toward Employment
SCSCIA – South Carolina Spinal Cord Injury Association
SCSEC – South Carolina State Election Commission
SCSDB – South Carolina School for the Deaf and the Blind
SCVRD – South Carolina Vocational Rehabilitation Department
SILC – Statewide Independent Living Council
SILS – State Independent Living Services
SPIL – State Plan for Independent Living
SRAC – State Rehabilitation Advisory Council
VR – Vocational Rehabilitation
WOIL – Walton Options for Independent Living

ATTACHMENT 2
COLLABORATIVE AGENCIES AND ORGANIZATIONS

The following groups and agencies represent the most commonly accessed for services. We are aware that there are many other groups in South Carolina that may also provide services; we apologize to those that are not listed.

American Association of Retired People (AARP), Association of Programs for Rural Independent Living (APRIL), ARC of South Carolina, Baby Net, Brain Injury Alliance of South Carolina (BIASC), Client Assistance Program (CAP), Council on Aging (COA), Disability Action Center (DAC), Disability Solutions, Disability Resource Center (DRC), Easter Seals, Epilepsy Foundation, Family Connections, Housing and Urban Development (HUD), Lt. Governors Office on Aging, National Council on Independent Living (NCIL), Protection and Advocacy for People with Disabilities of South Carolina (P&A), Pro-Parents, State and Local Housing Authorities, South Carolina Association of the Deaf (SCAD), South Carolina Assistive Technology Project (SCAPT), South Carolina Department of Education (SCDE), South Carolina Commission for the Blind (SCCB), South Carolina Developmental Disability Council (SCDDC), South Carolina Department of Disabilities and Special Needs (SCDDSN), South Carolina Department of Health and Environmental Control (SCDHEC), South Carolina Department of Health and Human Services (SCDHHS), South Carolina Department of Mental Health (SCDMH), South Carolina Department of Social Services (SCDSS), South Carolina Emergency Management Division (SCEMD), South Carolina Employment Security Commission (SCESC), South Carolina Pathways Towards Employment (SCPTE), South Carolina Spinal Cord Injury Association (SCSCIA), South Carolina State Election Commission (SCSEC), South Carolina School for the Deaf and the Blind (SCSDB), South Carolina

Vocational Rehabilitation Department (SCVRD), Walton Options for Independent Living (WOIL).