

**DRAFT STATE  
PLAN FOR  
INDEPENDENT LIVING  
(SPIL)**

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

VII

**PART B - INDEPENDENT LIVING SERVICES**

Part C - Centers for Independent Living

State:

FISCAL YEARS:

**Effective Date: October 1,**

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number (OMB 0985-0044). Public reporting burden for this collection of information is estimated to average 240 hours per response, including time for gathering and maintaining the data needed and completing and reviewing the collection of information. The obligation to respond to this collection is required to receive financial assistance (Title VII of the Rehabilitation Act of 1973, as amended).

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## **Executive Summary: UNDER CONSTRUCTION**

### **Section 1: Goals, Objectives and Activities**

#### **1.1 Mission:**

Mission of the Independent Living Network and the SILC.

The SILC will actively support and enhance the role of the CIL Network in the State of AL through networking, education and advocacy

#### **1.2 Goals:**

Goals of the IL Network for the three-year period of the plan.

1. The Alabama SILC will have an effective organizational structure
2. CILs will increase their capacity to provide statewide coverage of core services.
3. Systems will be responsive to the needs of people with disabilities during outbreaks like COVID-19, natural disasters and other crises.
4. Work with partners to ensure people with significant disabilities are able to exercise their rights to vote.
5. Create a training program for law enforcement, fire/rescue, and other first responders to enable them to assess and quickly respond to persons with disabilities and senior citizens in life threatening situations.

#### **1.3 Objectives**

Objectives for the three-year period of the plan – including geographic scope, desired outcomes, target dates, and indicators. Including compatibility with the purpose of Title VII, Chapter

- 1.1 The SILC will have the types of committees needed to operate effectively.
- 1.2 The SILC will have job descriptions for officers and any paid personnel.
- 1.3 The SILC will have a mission statement that encompasses the statutory purposes and statewide goal of the organization.
- 2.1 Consumers will become more informed and effective advocates for systems change as measured by group and individual actions.
- 2.2 To increase the effectiveness of CILs in providing information and referral services.
- 2.3 The CILs will provide increased opportunities for individual and group independent living skills training.
- 2.4 To increase the number of counties served by centers for independent living.
- 3.1 To increase access to food and essential devices through partnerships with governmental and private sector entities (including SNAP and foodbanks).
- 3.2 To increase consumers' access to essential information before, during and after disasters.
- 3.3 To increase consumers' access to tele-health services (eg. Connectall.org)
- 4.1 To increase the number of consumers registered to vote through partnerships with groups

- like ADAP, People First, and others).
- 4.2 To increase the number of consumers who report that they were able to vote independently.
- 5.1 To develop a working group comprised of representatives from organizations serving persons with disabilities and older Americans, law enforcement, EMS/paramedics and medical providers.
- 5.2 To review and evaluate existing training models geared toward law enforcement and other first responders.
- 5.3 Complete training for law enforcement and other first responders in at least one urban and one rural site across the state.

## Indicators

- 1.1 The types and numbers of committees now compared to after the objective is achieved.
- 1.2 Current job descriptions for SILC officers and paid personnel.
- 1.3 New or updated mission statement for the SILC.
- 2.1 The increase in the number of consumers and family members seeking self and systems advocacy information and assistance.
- 2.2 # and % of I&R callers who obtained needed information, by zip code and county.
- 2.3 # of training opportunities provided to consumers, number who complete
- 2.4 # of people served by zip code, age, gender, and disability
- 3.1 #of grocery stores and delivery companies that accept food stamps for curbside pickup and home delivery.
- 3.2 # of consumers and people with disabilities reporting that they are better prepared to respond to a natural disaster.
- 3.3 # of consumers / providers to report tele-health usage.
- 4.1 # of and people with disabilities who are registered to vote and/or registration has been updated.
- 4.2 # of consumers who report that they are able to vote independently.
- 5.1 Minutes from working group meetings
- 5.2 A report with recommendations regarding training models.
- 5.3 A report on changes in training participants' knowledge before and after the training, with recommendations.

## 1.4 Evaluation

Methods and processes the SILC will use to evaluate the effectiveness of the SPIL including timelines and evaluation of satisfaction of individuals with disabilities.

The Chair will appoint an Evaluation Committee comprised of representatives from each CIL and the DSE and at least two additional SILC members. It will be the responsibility of this committee to insure that this evaluation plan is implemented.

The effectiveness of the SPIL in meeting the objectives in Section 1 will be periodically evaluated including an evaluation of the satisfaction of individuals with significant disabilities who have participated in the program.

At each quarterly meeting of the full SILC, representatives from each CIL will address in

their report, the activities and objectives of the SPIL for which the CILs have responsibility.

The goals and objectives of the SPIL will be reviewed and evaluated during at least two quarterly meetings of the full SILC.

An annual SPIL comparison is completed for the PPR Report including progress made in achieving the objectives and goals outlined in the most recently approved SPIL.

The satisfaction of individuals with disabilities is evaluated by an annual consumer satisfaction survey conducted by the CILs each April in every year of the SPIL.

### 1.5 Financial Plan

Sources, uses of, and efforts to coordinate funding to be used to accomplish the Goals and Objectives. Process for grants/contracts, selection of grantees, and distribution of funds to facilitate effective operations and provision of services.

<b>Fiscal Year(s): 2021</b>					
<b>Sources</b>	<b>Projected Funding Amounts and Uses</b>				
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities	Retained by DSE for Administrative costs (applies only to Part B funding)
<b>Title VII Funds</b>					
Chapter 1, Part B (including state match)	50,717	274,451			13,549
Chapter 1, Part C			1,082,575		
<b>Other Federal Funds</b>					
Sec. 101(a)(18) of the Act (Innovation and Expansion)					
Social Security					
Reimbursement					
Other: Cares Act			1,056,482		
<b>Non-Federal Funds</b>					
State Funds			325,000		
Other					

<b>Fiscal Year(s): 2022</b>					
<b>Sources</b>	<b>Projected Funding Amounts and Uses</b>				
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities	Retained by DSE for Administrative costs (applies only to Part B funding)
<b>Title VII Funds</b>					
Chapter 1, Part B (including state match)	50,717	274,451			13,549
Chapter 1, Part C			1,082,575		
<b>Other Federal Funds</b>					
Sec. 101(a)(18) of the Act (Innovation and Expansion)					
Social Security					
Reimbursement					
Other					
<b>Non-Federal Funds</b>					
State Funds			325,000		
Other					

<b>Fiscal Year(s): 2023</b>					
<b>Sources</b>	<b>Projected Funding Amounts and Uses</b>				
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Sec. 101(a)(18) of the Act (Innovation and Expansion)					
Social Security					
Reimbursement					
Other					
<b>Non-Federal Funds</b>					
State Funds			325,000		
Other					

Description of financial plan narrative.

The SPIL Planning Committee was comprised of all three CIL executive directors of Part C CILs, a Part B/State Funded CIL Director, the SILC Chair designees. The DSE representative who had input into the development of the SPIL objectives. The financial plan and a copy of the objectives were submitted via e-mail from the DSE to each of the

directors with a request to complete the CIL funding portion and to include any funds that could be utilized by each center in helping achieve the objective as named in the SPIL. Each Director was also asked to consider any in-kind support contributions that could be made toward meeting the objectives and to furnish a narrative for each objective where the support would be offered. Alabama will make every effort to coordinate the funding needed to reach its objectives for the duration of this SPIL.

Part B funds will be utilized to assist in the accomplishment of all goals and objectives as part of the DSE and SILC duties to provide independent living services, enhance the network of CILs, and empower the State Independent Living Council. All records of funds expended will be received and monitored by the DSE as required by law.

Part B funds would be used to provide funding for existing Part C CILs, a new state-funded CIL, support the SILC, support the DSE operation, and allocated in following manner:

Disability Rights & Resources:	\$51,150
Mobile Independent Living Center:	\$51,150
Independent Rights & Resources:	\$147,150
North Alabama Center for Independent Living;	\$25,000
Alabama State Independent Living Council	\$50,717
Alabama Department of Senior Services(DSE)	\$13,549

Part C funds in the amount of \$1,082,575 will be used to support operations of the existing centers for independent living located in Birmingham (Disability Rights & Resources), Montgomery (Independent Rights & Resources), and Mobile (Mobile Independent Living Center). Those centers provide core independent living services in 15 of Alabama's 67 Counties, representing 45% of the state's population.

Part C funds are allocated by ACL as follows:

Disability Rights & Resources	\$545,878
Mobile Independent Living Center	\$416,665
Independent Rights & Resources	\$120,032

Part B Federal Allocation: \$338,717

State Match: \$37,635

## **Section 2: Scope, Extent, and Arrangements of Services**

### **2.1 Services**

Services to be provided to persons with disabilities that promote full access to community life including geographic scope, determination of eligibility and statewideness.

<b>Table 2.1A: Independent living services</b>	<b>Provided using Part B (check to indicate yes)</b>	<b>Provided using other funds (check to indicate yes; do not list the other funds)</b>	<b>Entity that provides (specify CIL, DSE, or the other entity)</b>
Core Independent Living Services, as follows:	X	X	CIL
- Information and referral	X	X	CIL
- IL skills training	X	X	CIL
- Peer counseling	X	X	CIL
- Individual and systems advocacy	X		CIL
- Transition services including:			
▪ Transition from nursing homes & other institutions			
▪ Diversion from institutions			
▪ Transition of youth (who were eligible for an IEP) to post-secondary life			
Counseling services, including psychological, psychotherapeutic, and related services			
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 disabilities) Note: CILs are not allowed to own or operate housing.	X	X	CIL
Rehabilitation technology	X	X	CIL
Mobility training	X	X	CIL
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	X	X	CIL
Personal assistance services, including attendant care and the training of personnel providing such services		X	CIL
Surveys, directories, and other activities to identify appropriate housing, recreation opportunities, and accessible transportation, and other support services	X	X	CIL
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	CIL



Education and training necessary for living in the community and participating in community activities	X	X	CIL
Supported living			
Transportation, including referral and assistance for such transportation	X	X	CIL
Physical rehabilitation			
Therapeutic treatment		X	
Provision of needed prostheses and other appliances and devices			
Individual and group social and recreational services	X	X	CIL
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	X	X	CIL
Services for children	X	X	CIL
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 disabilities		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	CIL
Such other services as may be necessary and not inconsistent with the Act			

## 2.2 Outreach

Identify steps to be taken regarding statewide outreach to populations that are unserved or underserved by programs that are funded under Title VII, including minority groups and urban and rural populations.

Unserved populations in the state of Alabama are those individuals with significant disabilities who reside outside the boundaries of a Part C funded center for independent living. Currently 15 of 67 Alabama counties are within a CIL service area.

Underserved populations in the state of Alabama consists of those individuals residing outside of a county where a Part C CIL is located. In addition, Hispanics, homeless people with serious mental illness, veterans, and members of

the LGBTQ community are considered underserved.

The CILS, SILC, and DSE will continue efforts to enhance working relationships and collaboration among local and state organizations (Department of Human Resources, Mental Health, Public Health, Aging Network including AAA's and ADRCs, Governor's Office on Disability, home health agencies and other agencies providing services to persons with disabilities) through the integration and provision of community education and outreach to identify those in need of IL services throughout the state. The SILC and the CILs will work in partnership with the ADRCs to identify individuals with disabilities who are at-risk, rural and minority who need benefits screening, assistance, counseling and referrals to CILS for independent living services.

The four CILs will continue to identify both geographical areas and diverse populations within their service areas. All IL services under Title VII, part B are provided directly through the network of centers for independent living. The CIL's will provide community-based IL core services in all 67 counties, as needed.

Additionally, CILs will collaborate with other state agencies and community partners to maximize resources to increase independence for individuals within their communities. CIL staff will encourage persons with disabilities from across Alabama to get involved with SILC, and provide education on Independent Living philosophy and duties of the SILC. The SILC will develop a website and brochure to educate the public regarding IL services in Alabama that can also be utilized to any unserved or underserved community within the state to garner access to services. The ADRC (No Wrong Door) partners serve all 67 counties with benefits screening, options counseling, short term assistance, referrals, and follow-up.

A large percentage of those currently being served by the Alabama CILs and DSE are members of minority groups. The CILs are located in urban areas, and also provide services to consumers in rural counties. The CIL in Birmingham also has three outreach offices located in rural communities. The needs of individuals with significant disabilities from minority groups currently underserved or unserved will be addressed based on feedback from the SILC, DSE, and CIL, as well as through feedback from strategies listed above. (Reference Evaluation Section and Section 3.2 Expansion of CILs).

The CILs will maintain and update websites. They will also conduct extensive outreach activities and presentations at community events. They will also maintain email lists and send out email blasts on a regular basis, sharing original information and other types of information of interest to the community. The CILs will also maintain an active social media presence in facebook and twitter. Staff also serve on numerous board and advisory committees.

### 2.3 Coordination

Plans for coordination of services and cooperation among programs and organizations that support community life for persons with disabilities.

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.

CIL Staff and SILC will collaborate to provide IL services throughout the state. Through involvement with county interagency meetings on a regular basis, both at the local and state level, the CIL staff will have information on existing programs and services, such as mental health, public health, Medicaid, Medicare, community rehabilitation facilities, local schools, vocational rehabilitation, home health agencies and other local organizations, to ensure that unnecessary duplication of services are avoided. The CIL staff will meet periodically to discuss and share newly identified resources so all can be utilized. All CIL staff providing services have been trained on vocational rehabilitation services, older individuals who are blind programs, Food Stamps, Housing Programs, Transportation Services, the Americans with Disabilities Act and other civil rights laws, Medicaid and Medicare so that services offered are complementary and supportive, but not duplicative. Several members of the SILC are also members of the State Rehabilitation Council, including the current SILC Chair.

All CIL and ADRC staff will be cross-trained and develop protocol for referrals and follow-up. The SILC and CIL will work independently on their goals and objectives to meet core service requirements, independent of any direct services provided or sub-contracted by the DSE to ensure there are no duplication of services or conflicts of interest.

### **Section 3: Network of Centers**

#### **3.1 Existing Centers**

Current Centers for Independent Living including: legal name; geographic area and counties served; and source(s) of funding. Oversight process, by source of funds (e.g., Part B, Part C, state funds, etc.) and oversight entity.

Independent Living Resources of Greater Birmingham, Inc. dba Disability Rights and Resources (DRR) serves consumers with Part C funds, Part B funds, and state funds. Those counties served with Part C funds include Jefferson, Shelby, St. Clair, Walker, and Blount Counties. DRR will also serve the following counties with Part B funds and state funds: Bibb, Calhoun, Cherokee, Clay, Cleburne, Etowah, Fayette, Greene, Hale, Lamar, Perry, Pickens, Randolph, Talladega, and Tuscaloosa Counties. Consumers residing in all of the counties listed in this paragraph will be eligible for services funded by CARES Part C.

The CIL of North Alabama (CIL-NA) operates under the umbrella of Disability Rights & Resources. The CIL-NA provide independent living services with Part B and state funds to consumers in the following counties: Lauderdale, Limestone, Madison, Jackson, Dekalb, Marshall, Morgan, Lawrence, Colbert, Franklin, Marion, Winston, and Cullman counties.

Located in the southern portion of the state, the Southwest Chapter of the Alabama Coalition of Citizens with Disabilities dba Independent Living Center of Mobile (ILC of Mobile) offers IL services to the following seven counties with Part C funds, Part B funds, and State funds: Mobile, Baldwin, Choctaw, Clarke, Escambia, Monroe and Washington. ILC will provide services to the following counties with Part B and state funds: Sumpter, Marengo, Wilcox, Butler, Crenshaw, Coffee, Geneva, Covington, and Conecuh counties. Consumers residing all of the counties listed in this paragraph will be eligible for services provided with CARES Part C.

Independent Rights & Resources (IRR), based in Montgomery, serves consumers in a three-county area with Part C funds, Part B funds, and state funds. Those counties include Montgomery, Autauga, and Elmore. IRR provides independent living services with Part B and state funds to the following counties: Chilton, Coosa, Tallapoosa, Chambers, Lee, Macon, Dallas, Lowndes, Macon, Russell, Henry, Bullock, Barbour, Pike, and Houston County. Consumers residing in all of the counties listed in this paragraph will be eligible for services provided with CARES Part C.

Part C CARES Funding Allocation:	
Disability Rights & Resources	\$527,649
Independent Rights & Resources	\$116,024
Mobile ILC	<u>\$412,809</u>
Total	\$1,056,482

Oversight process:

Part C funds—the Administration on Community Living  
Part B funds—the Designated State Entity—the Alabama Department of Senior Services  
State funds---the Designated State Entity-the Alabama Department of Senior Services

### 3.2 Expansion and Adjustment of Network

Plan and priorities for use of funds, by funding source, including Part B funds, Part C funds, State funds, and other funds, whether current, increased, or one-time funding and methodology for distribution of funds. Use of funds to build capacity of existing Centers, establish new Centers, and/or increase statewideness of Network.

Minimum funding level for a Center and formula/plan for distribution of funds to bring each Center to the minimum. Exceptions must be explained with sufficient detail.

The minimum funding level for a Center for Independent Living is \$300,000 Title VII, Part C Funds. Currently, Disability Rights & Resources and Mobile Living Center exceed the \$300,000 minimum funding level. Independent Rights and Resources is well below the \$300,000 minimum funding level. The plan for the distribution of increases in Part C funding in the following order of priority: (1) Cost of living adjustment for existing

Part C CILs; (2) funds to be allocated to Independent Rights & Resources to bring that CIL to the Part C \$300,000 minimum funding level; (3) allocate Part C funds to the North Alabama CIL, bringing that CIL up to \$300,000 minimum funding level with Part C funds; (4) If additional Part C funds are still available, those funds will be used by existing CILs to expand services to underserved and unserved populations.

Action/process for distribution of funds relinquished or removed from a Center and/or if a Center closes.

Should a CIL relinquish their Part C funding, the balance of those funds for the current fiscal year will be distributed equally to existing Part C CILs equally. Beginning the following fiscal year, the Part C funds will be used to establish a new Part C funding CIL, including an existing Part B/state funded CIL. If the closed CIL received any federal Part B funds, the new CIL may contract or those funds through the contract process as established by Alabama DSE and consistent with the AL State Plan for Independent Living. If the ACL grant competition does not identify a successful candidate to start a new Part C funded CIL, the federal Part C funds designated for that service area will be used to bring all Part C funded CILs up to \$300,000 MFL, and any remaining funds will be divided among the other existing Part C funded CILs divided equally. Any federal Part B funds that were designated for the former CIL will be divided equally among the remaining eligible CILs as determined through the contracting process established by DSE and consistent with the AL State Plan for Independent Living.

Title VII Part C funded CILs may use Part C funds to provide the core independent living services in counties beyond the FY 2020 federally designed Part C service area AND within their Part B service area, as defined in the Alabama State Plan for Independent Living.

Plan/formula for adjusting distribution of funds when cut/reduced.

In the event that Part C funds are reduced, those CIL's below the \$300,000 Part C funding level will not be cut. The remaining Part C funded CILs' funding will be reduced in an amount proportional to their current funding level.

Plan for changes to Center service areas and/or funding levels to accommodate expansion and/or adjustment of the Network.

The following list of unserved areas is intended as a guide for establishment of new Part C funded centers. A SILC subcommittee developed a slate of preferred locations for placement of new Part C CILs in Alabama. The list was developed and ranked from a population and geographic perspectives. The following list was approved by the SILC:

North Alabama with Huntsville, Decatur, or Florence to be selected as a

primary site.

West Alabama with Tuscaloosa selected as a primary site.

East Central Alabama with Gadsden, Anniston or Talladega to be selected as a primary site. Southeastern Alabama with Dothan selected as a primary site.

Lee County as a primary site

Plan for one-time funding and/or temporary changes to Center service areas and/or funding levels.

Should additional time-limited Part C funds (similar to CARE's Act funds) become available they will be distributed equally among the existing Part C CILs.

#### **Section 4: Designated State Entity**

Alabama Department of Senior Services will serve as the entity in Alabama designated to receive, administer, and account for funds made available to the state under Title VII, Chapter 1, Part B of the Act on behalf of the State. (*Sec. 704(c)*)

##### 4.1 DSE Responsibilities

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- (1) receive, account for, and disburse funds received by the State under this chapter based on the plan;
- (2) provide administrative support services for a program under Part B, and a program under Part C in a case in which the program is administered by the State under section 723;
- (3) keep such records and afford such access to such records as the Administrator finds to be necessary with respect to the programs;
- (4) submit such additional information or provide such assurances as the Administrator may require with respect to the programs; and
- (5) retain not more than 5 percent of the funds received by the State for any fiscal year under Part B. for the performance of the services outlined in paragraphs (1) through (4).

##### 4.2 Grant Process & Distribution of Funds

Grant processes, policies, and procedures to be followed by the DSE in the awarding of grants of Part B funds.

The DSE awards Title VII Part B grants to Centers for Independent Living and the Independent Living Council in accordance with the amounts allocated in the State Plan for

Independent Living. The CIL's prepares Part B budgets that are submitted to the DSE for approval, and the DSE enters into contracts with Centers for Independent Living.

#### 4.3 Oversight Process for Part B Fund

The oversight process to be followed by the DSE.

The Part B grantees submit monthly financial and program reports to the DSE. The CILs submit annual financial audits to the DSE.

In addition to complying with applicable HHS fiscal and accounting requirements, the State assures that all recipients of financial assistance under parts B chapter 1 of title VII of the Act has adopted those fiscal control and fund accounting procedures that are necessary to ensure the proper disbursement of and accounting for those funds, such as, the State of Alabama Fiscal Policies and Procedures Manual CILs comply with 45 CFR Part 75 Uniform Administrative Requirements for HHS Awards, 45 CFR Part 1329-Independent Living Services and CILs, HHS Policy Guidance, and other regulations.

The CILs submit their approved annual PPR to DSE.

#### 4.4 Administration and Staffing

Administrative and staffing support provided by the DSE.

The DSE appoints Scott Stabler as the liaison to the SILC. The DSE provides fiscal staff under the direction of the Alabama Department of Senior Services, Chief Fiscal Officer, Mr. Todd Cotton. Mr. Cotton reports to the Commissioner of Senior Services, Jean Brown. The DSE sends out SILC meeting notice and takes SILC meeting minutes.

#### 4.5 State Imposed Requirements

State-imposed requirements contained in the provisions of this SPIL including: (45 CFR 1329.17(g))

- State law, regulation, rule, or policy relating to the DSE's administration or operation of IL programs
- Rule or policy implementing any Federal law, regulation, or guideline that is beyond what would be required to comply with 45 CFR 1329
- That limits, expands, or alters requirements for the SPIL

Not applicable.

#### 4.6 722 vs. 723 State

Check one:

722 (if checked, will move to Section 5)

723 (if checked, will move to Section 4.7)

#### 4.7 723 States

Order of priorities for allocating funds amounts to Centers, agreed upon by the SILC and Centers, and any differences from 45 CFR 1329.21 & 1329.22.

How state policies, practices, and procedures governing the awarding of grants to Centers and oversight of the Centers are consistent with 45 CFR 1329.5, 1329.6, & 1329.22.

### **Section 5: Statewide Independent Living Council (SILC)**

#### 5.1 Establishment of SILC

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How the SILC is established and SILC autonomy is assured.

The SILC is not established as an entity within any state agency, including the DSE, and is independent of the DSE and all other State agencies. The SILC has selected the Department of Senior Services as the DSE, for purposes described in Section 4.1A It is believed that this will ensure the opportunity for the SILC and its Board members to operate independently and free from conflicts of interest. The Alabama SILC operates as a 501 (c)(3) non-profit organization.

The Alabama State Independent Living Council is established under authority of the Rehabilitation Act of 1973, as amended, through P.L. 102-569 (29 U.S.C. S 791 et seq.) and is part of the state government structure. The SILC is an independent organization, not an entity within any state agency. The SILC members are directly appointed by the governor under federal authority and are considered within the executive branch of the government.

#### 5.2 SILC Resource plan

Resources (including necessary and sufficient funding, staff/administrative support, and in-kind), by funding source and amount, for SILC to fulfill all duties and authorities.

The SILC will receive \$50,717 in Title VII Part B funds to fulfill all duties and authorities as required. Funds will be used to pay a part-time SILC Coordinator salary and fringes, SILC travel expenses, web design, office space, professional services, reasonable accommodations, and office equipment and supplies.

Process used to develop the Resource Plan.

The SPIL Committee met jointly with the Budget Committee to develop the Resources Plan. Members of the joint committee included the members of the respective committees, and CIL Executive Directors. The Joint Committee negotiated with the DSE regarding amounts and sources of funding for the Resource Plan. The SILC held public hearings that included the draft Resource Plan. The full SILC voted to approve the SPIL, which included the Resource Plan. The DSE Commissioner, SILC Chair, and CIL Executive Directors signed the plan.



Process for disbursement of funds to facilitate effective operations of SILC.

Justification if more than 30% of the Part B appropriation is to be used for the SILC Resource Plan. N/A

### 5.3 Maintenance of SILC

How State will maintain SILC over the course of the SPIL.<sup>vi</sup>

The Alabama SILC is composed of people with disabilities, advocates of and for individuals with disabilities, representatives from private based businesses, representatives from other organizations that provide services for individuals with disabilities and other representatives (non-voting members) from the DSE. Each member is appointed by the governor of the state and serves a three year term of office. No member may serve more than two consecutive terms, unless appointed to fill a vacancy for a portion of a term. Names of interested individuals are submitted to the SILC for membership. The SILC chair, at the direction of the SILC, requests consideration of these individuals for appointment by submission of a written list with accompanying individual resumes to the governor. The SILC chair is selected by a majority of the voting members of the SILC and can serve two consecutive three year terms. By-laws regarding the SILC were adopted March 3, 1995. Each new SILC member is provided with a copy of the by-laws and a SILC fact sheet upon membership. Initial training is provided to each new member. The ILRU web-site is utilized to support training needs for new or tenured members. The SILC leadership plan to review this process including the by-laws and ensure there is adequate representation to serve in a capacity of independence and active participation.

Terms of members are tracked using a table established by the SILC that names the position, the term and expiration dates of each member. The SILC and CILs will review the procedure to develop a more clearly defined method of tracking members' terms of office.

## **Section 6: Legal Basis and Certifications**

### 6.1 Designated State Entity (DSE)

The state entity/agency designated to receive and distribute funding, as directed by the SPIL, under Title VII, Part B of the Act is Alabama Department of Senior Services.  
Authorized representative of the DSE Jean Brown Title Commissioner.

### 6.2 Statewide Independent Living Council (SILC)

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 Alabama State Independent Living Council  
\_\_\_\_\_.

### 6.3 Centers for Independent Living (CILs)

The Centers for Independent Living (CILs) eligible to sign the SPIL, a minimum of 51% whom must sign prior to submission, are:

Independent Living Resources of Greater Birmingham, dba Disability Rights & Resources

Independent Rights & Resources

Southwest Chapter of the Alabama Coalition of Citizens with Disabilities dba Mobile Independent Living Center

#### 6.4 Authorizations

6.4.a. The SILC is authorized to submit the SPIL to the Independent Living Administration, Administration for Community Living. Yes (Yes/No)

6.4.b. The SILC and CILs may legally carryout each provision of the SPIL. Yes (Yes/No)

6.4.c. State/DSE operation and administration of the program is authorized by the SPIL.

YE (Yes/No)

#### **Section 7: DSE Assurances**

Jean Brown acting on behalf of the DSE Alabama Department of Senior Services located at RSA Tower, 201 Monroe Street, Suite 350, P.O. Box 301851, Montgomery, AL 36130-1851 334-242-5743 [jean.brown@adss.alabama.gov](mailto:jean.brown@adss.alabama.gov) *45 CFR 1329.11* assures that:

- 7.1. The DSE acknowledges its role on behalf of the State, as the fiscal intermediary to receive, account for, and disburse funds received by the State to support Independent Living Services in the State based on the plan;
- 7.2. The DSE will assure that the agency keeps appropriate records, in accordance with federal and state law, and provides access to records by the federal funding agency upon request;
- 7.3. The DSE will not retain more than 5 percent of the funds received by the State for any fiscal year under Part B for administrative expenses;<sup>vi</sup>
- 7.4. The DSE assures that the SILC is established as an autonomous entity within the State as required in *45 CFR 1329.14*;
- 7.5. The DSE will not interfere with the business or operations of the SILC that include but are not limited to:
  1. Expenditure of federal funds
  2. Meeting schedules and agendas
  3. SILC board business
  4. Voting actions of the SILC board
  5. Personnel actions
  6. Allowable travel
  7. Trainings
- 7.6. The DSE will abide by SILC determination of whether the SILC wants to utilize DSE staff:
  1. If the SILC informs the DSE that the SILC wants to utilize DSE staff, the DSE

assures that management of such staff with regard to activities and functions performed for the SILC is the sole responsibility of the SILC in accordance with Sec. 705(e)(3) of the Act (Sec. 705(e)(3), 29 U.S.C.796d(e)(3)).

- 7.7. The DSE will fully cooperate with the SILC in the nomination and appointment process for the SILC in the State;
- 7.8. The DSE shall make timely and prompt payments to Part B funded SILCs and CILs:
  - 1. When the reimbursement method is used, the DSE must make a payment within 30 calendar days after receipt of the billing, unless the agency or pass-through entity reasonably believes the request to be improper;
  - 2. When necessary, the DSE will advance payments to Part B funded SILCs and CILs to cover its estimated disbursement needs for an initial period generally geared to the mutually agreed upon disbursing cycle; and
  - 3. The DSE will accept requests for advance payments and reimbursements at least monthly when electronic fund transfers are not used, and as often as necessary when electronic fund transfers are used, in accordance with the provisions of the Electronic Fund Transfer Act (15 U.S.C. 1693-1693r).

The signature below indicates this entity/agency's agreement to: serve as the DSE and fulfill all the responsibilities in Sec. 704(c) of the Act; affirm the State will comply with the aforementioned assurances during the three-year period of this SPIL; and develop, with the SILC, and ensure that the SILC resource plan is necessary and sufficient (in compliance with section 8, indicator (6) below) for the SILC to fulfill its statutory duties and authorities under Sec. 705(c) of the Act, consistent with the approved SPIL.<sup>vi</sup>

Jean Brown, Commissioner

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Name and Title of DSE director/authorized representative

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Signature

Date

Electronic signature may be used for the purposes of submission, but hard copy of signature must be kept on file by the SILC.

## **Section 8: Statewide Independent Living Council (SILC) Assurances and Indicators of Minimum Compliance**

### **8.1 Assurances**

Jack Franklin acting on behalf of the SILC Alabama State Independent Living Council located at 2960 Highway 89, Vina, AL 35393, 202-255-3435 jackelee@aol.com  
*45 CFR 1329.14* assures that:

- (1) The SILC regularly (not less than annually) provides the appointing

- authority recommendations for eligible appointments;
- (2) The SILC is composed of the requisite members set forth in the Act;<sup>vi</sup>
  - (3) The SILC terms of appointment adhere to the Act;<sup>vi</sup>
  - (4) The SILC is not established as an entity within a State agency in accordance with 45 CFR Sec. 1329.14(b);
  - (5) The SILC will make the determination of whether it wants to utilize DSE staff to carry out the functions of the SILC;
    - a. The SILC must inform the DSE if it chooses to utilize DSE staff;
    - b. The SILC assumes management and responsibility of such staff with regard to activities and functions performed for the SILC in accordance with the Act.<sup>vi</sup>
  - (6) The SILC shall ensure all program activities are accessible to people with disabilities
- 
- (7) The State Plan shall provide assurances that the designated State entity, any other agency, office, or entity of the State will not interfere with operations of the SILC, except as provided by law and regulation and;
  - (8) The SILC actively consults with unserved and underserved populations in urban and rural areas that include, indigenous populations as appropriate for State Plan development as described in Sec. 713(b)(7) the Act regarding Authorized Uses of Funds.<sup>vi</sup>

#### Section 8.2 Indicators of Minimum Compliance

Indicators of minimum compliance for Statewide Independent Living Councils (SILC) as required by the Rehabilitation Act (Section 706(b), 29 U.S.C. Sec 796d-1(b)), as amended and supported by 45 CFR 1329.14-1329.16; and Assurances for Designated State Entities (DSE) as permitted by Section 704(c)(4) of the Rehabilitation Act (29 U.S.C. Sec. 796c(c)(4)), as amended.

#### (a) STATEWIDE INDEPENDENT LIVING COUNCIL INDICATORS. –

- (1) SILC written policies and procedures must include:
  - a. A method for recruiting members, reviewing applications, and regularly providing recommendations for eligible appointments to the appointing authority;
  - b. A method for identifying and resolving actual or potential disputes and conflicts of interest that are in compliance with State and federal law;
  - c. A process to hold public meetings and meet regularly as prescribed in 45 CFR 1329.15(a)(3);
  - d. A process and timelines for advance notice to the public of SILC meetings in compliance with State and federal law and 45 CFR 1329.15(a)(3);
  - e. A process and timeline for advance notice to the public for SILC “Executive Session” meetings, that are closed to the public, that follow applicable federal

and State laws;

- i. "Executive Session" meetings should be rare and only take place to discuss confidential SILC issues such as but not limited to staffing.
  - ii. Agendas for "Executive Session" meetings must be made available to the public, although personal identifiable information regarding SILC staff shall not be included;
- f. A process and timelines for the public to request reasonable accommodations to participate during a public Council meeting;
  - g. A method for developing, seeking and incorporating public input into, monitoring, reviewing and evaluating implementation of the State Plan as required in 45 CFR 1329.17; and
  - h. A process to verify centers for independent living are eligible to sign the State Plan in compliance with 45 CFR 1329.17(d)(2)(iii).

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- (2) The SILC maintains regular communication with the appointing authority to ensure efficiency and timeliness of the appointment process.
  - (3) The SILC maintains individual training plans for members that adhere to the SILC Training and Technical Assistance Center's SILC training curriculum.
  - (4) The SILC receives public input into the development of the State Plan for Independent Living in accordance with 45 CFR 1329.17(f) ensuring:
    - a. Adequate documentation of the State Plan development process, including but not limited to, a written process setting forth how input will be gathered from the state's centers for independent living and individuals with disabilities throughout the state, and the process for how the information collected is considered.
    - b. All meetings regarding State Plan development and review are open to the public and provides advance notice of such meetings in accordance with existing State and federal laws and 45 CFR 1329.17(f)(2)(i)-(ii);
    - c. Meetings seeking public input regarding the State Plan provides advance notice of such meetings in accordance with existing State and federal laws, and 45 CFR 1329.17(f)(2)(i);
    - d. Public meeting locations, where public input is being taken, are accessible to all people with disabilities, including, but not limited to:
      - i. proximity to public transportation,
      - ii. physical accessibility, and
      - iii. effective communication and accommodations that include auxiliary aids and services, necessary to make the meeting accessible to all people with disabilities.
    - e. Materials available electronically must be 508 compliant and, upon request, available in alternative and accessible format including other commonly

spoken languages.

(5) The SILC monitors, reviews and evaluates the State Plan in accordance with 45 CFR 1329.15(a)(2) ensuring:

a. Timely identification of revisions needed due to any material change in State law, state organization, policy or agency operations that affect the administration of the State Plan approved by the Administration for Community Living.

(6) The SILC State Plan resource plan includes:

a. Sufficient funds received from:

i. Title VII, Part B funds;

1. If the resource plan includes Title VII, Part B funds, the State Plan provides justification of the percentage of Part B funds to be used if the percentage exceeds 30 percent of Title VII, Part B funds received by the State;

ii. Funds for innovation and expansion activities under Sec. 101(a)(18) of the Act, 29 U.S.C. Sec. 721(a)(18), as applicable;

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iii. Other public and private sources.

b. The funds needed to support:

i. Staff/personnel;

ii. Operating expenses;

iii. Council compensation and expenses;

iv. Meeting expenses including meeting space, alternate formats, interpreters, and other accommodations;

v. Resources to attend and/or secure training and conferences for staff and council members and;

vi. Other costs as appropriate.

The signature below indicates the SILC's agreement to comply with the aforementioned assurances and indicators:

Jack Franklin

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Name of SILC chairperson

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Signature

Date

Electronic signature may be used for the purposes of submission, but hard copy of signature must be kept on file by the SILC.

## Section 9: Signatures

The signatures below are of the SILC chairperson and at least 51 percent of the directors of the

centers for independent living listed in section 6.3. These signatures indicate that the \_\_\_\_\_ Alabama State Independent Living Council \_\_\_\_\_ and the centers for independent living in the state agree with and intend to fully implement this SPIL's content. These signatures also indicate that this SPIL is complete and ready for submission to the Independent Living Administration, Administration for Community Living, U.S. Department of Health and Human Services.

The effective date of this SPIL is October 1, 2020

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SIGNATURE OF SILC CHAIRPERSON DATE

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Jack Franklin

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NAME OF SILC CHAIRPERSON

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Independent Resources of Greater Birmingham, Inc. dba Disability Rights & Resources

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NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

---

SIGNATURE OF CIL DIRECTOR DATE

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Daniel G. Kessler

---

NAME OF CIL DIRECTOR

---

NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

---

SIGNATURE OF CIL DIRECTOR DATE

---

Kent Crenshaw

---

NAME OF CIL DIRECTOR

---

Independent Rights & Resources

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NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

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SIGNATURE OF CIL DIRECTOR DATE

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NAME OF CIL DIRECTOR

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Southwest Chapter of the Alabama Coalition of Citizens with Disabilities, Inc ., dba Mobile ILC

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NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

---

SIGNATURE OF CIL DIRECTOR DATE

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NAME OF CIL DIRECTOR  
(INSERT ADDITIONAL CILS AS NEEDED)

Electronic signatures may be used for the purposes of submission, but hard copy of signature must be kept on file by the SILC.

DRAFT