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STATE PLAN FOR INDEPENDENT LIVING (SPIL)

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

**PART B - INDEPENDENT LIVING SERVICES
AND
PART C – CENTERS FOR INDEPENDENT LIVING**

**State:
Virginia**

FISCAL YEARS: 2025-2027

EFFECTIVE DATE: OCTOBER 1, 2024

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Executive Summary

The Virginia Statewide Independent Living Council (VASILC) works to promote policies, programs, and activities to maximize independence of people with disabilities by: developing, monitoring, reviewing, implementing, and evaluating the State Plan for Independent Living (SPIL); supporting expansion of the state network of Centers for Independent Living (CILs); creating a culture of full integration and independence, advocating for systems that can increase access and equity in community life; educating policy makers and stakeholders about the importance of Independent Living (IL); as well as developing strategies for collaboration among stakeholders in the disability community. The Council finds each of these actions necessary for the full inclusion and independence of people with disabilities throughout the Commonwealth.

This 2025-2027 Virginia SPIL includes 3 overarching goals supporting the Council's mission: to support CILs in increasing community knowledge of disability rights and resources, to work with the IL Network to promote increased independence for people with disabilities, and to support the expansion of the IL Network to attain statewide coverage. Each of the Goals within this Plan have been developed thoughtfully and supported with objectives and activities that have desired outcomes.

The Council, along with stakeholders and Consumers, have worked to make this Plan both achievable and specific, while also planning for emergencies, funding changes, as well as changes to Virginia's network of CILs. This SPIL sets forth a clear plan for Expansion while realizing that expansion could happen simultaneously or in parts, both at the state and federal levels, with a distinct focus on increasing the number of Centers for statewide coverage, as well as the capacity of existing Centers.

The VASILC, along with the network of Centers, Consumers, and stakeholders recommend the approval of this 2025-2027 SPIL and look forward to investing the time and work to achieving the Plan's stated goals.

Section 1: Goals, Objectives, and Activities

1.1 Mission:

Mission of the Independent Living Network and the SPIL.

Mission of the Virginia Statewide Independent Living Council (VASILC):

The Virginia Statewide Independent Living Council will promote policies, programs, and activities to maximize independence of people with disabilities by: developing, monitoring, reviewing, and evaluating the State Plan for Independent Living; supporting and expanding the state network of Centers for Independent Living; creating a culture for full integration and independence, advocating systems change for full access and equality in community life; educating policy makers and stakeholders about the importance of independent living, developing a strategy for collaboration among stakeholders in the disability community; leading to full inclusion and independence of people with disabilities in the Commonwealth.

Mission of the Virginia Association of Centers for Independent Living (VACIL):

People with disabilities will have a community-based, consumer-directed service delivery system.

Mission of the Department for Aging and Rehabilitative Services (DARS), the Designated State Entity (DSE):

To improve the employment, quality of life, security, and independence of older Virginians, Virginians with disabilities, and their families.

1.2 Goals:

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

Goal 1: The Statewide Independent Living Council increases knowledge of disability rights and resources and provides focused educational opportunities.

Goal 2: The Center for Independent Living Network promotes increased independence.

Goal 3: The Statewide Independent Living Council supports expansion of Independent Living Centers and services to individuals with disabilities.

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.

Goal 1: The Statewide Independent Living Council increases knowledge of disability rights and resources and provides focused educational opportunities.

Objective 1.1

The SILC will provide funding to CILs for proposed educational opportunities that benefit Consumers, CIL employees, and the larger network.

Activities: The CILs will evaluate what educational needs there currently are in their planning districts. The grant award applications that Centers complete will be used for CILs to provide the Council with plans for how the Part B funds will be used for the educational needs of their Consumers,

Employees, as well as the larger public. Grant award applications are a starting point for Centers to convey current plans, with the understanding that educational needs within communities can evolve and change through the life of the SPIL.

Measurable Indicators: In the first year, Centers will report quarterly on the following: Number of hours developing education and training, number of Consumers receiving education and training, number of other community members and stakeholders participating in education and training, details of scheduled trainings (date, time, location, turnout, and any other relevant outcomes), successes and barriers, and other information that the Centers choose to include regarding their work.

****These Measurable Indicators are to be used in Year 1, and shall be reevaluated annually, or as necessary in emergencies, by VACIL and VASILC for changes. Changes must be made prior to contract renewal.*

Scope: Statewide, with all seventeen Centers participating.

Part B Funds Allocated: \$26,000 annually awarded to each of the Centers in Years 1, 2, and 3, totaling \$442,000 annually. Total amount for the three-year period = \$1,326,000. This amount is subject to change based on the amount and availability of Part B funds awarded to Virginia.

Three Year Performance Target: Part B Funding amounts allocated for CIL contracts: \$442,000 per year, as available, is expended.

Timeframe for Interim Progress: Quarterly reporting required.

IL Partners Responsible: CILs in cooperation with the support of SILC. Quarterly reports will be submitted, according to the schedule in grant award, to both the Council Administrator and the Part B Coordinator.

Objective 1.2

The SILC will provide educational opportunities to increase member knowledge of Independent Living.

Activities: The SILC will identify funding, annually, to be used for member participation in state and national IL conferences (VACIL, APRIL and NCIL), as well as other SPIL and IL relevant conferences and trainings that may not have been attended by the SILC in the past.

Measurable Indicators: Number of Council members attending or participating in state VACIL conferences/training, NCIL Conference, APRIL Conference, and other opportunities to increase and enhance members' knowledge of IL.

Scope: SILC membership.

Part B Funds Allocated: The funding allocated for training will be determined annually when the Council considers, and subsequently approves, their upcoming federal fiscal year budget each July.

Three Year Performance Target: Allocated funding for member education is expended each year, as planned.

Timeframe for Interim Progress: Annually reported in Program Performance Report. Updates given to Council at quarterly meetings by members participating in supported educational opportunities.

IL Partners Responsible: SILC.

Objective 1.3

The SILC will continue to provide new members with mentorship by experienced members.

Activities: New members will continue to be encouraged to participate in the VASILC's established Mentoring Program. This Mentor should be knowledgeable, in good standing, and, preferably, have

served on the Council for at least 2 years. Mentorship will last for a minimum of 1 year but is encouraged to continue for as long as members like.

Measurable Indicators: Number of new members successfully paired with experienced Mentors.
Number of experienced members who volunteer to be Mentors.

Scope: SILC membership.

Part B Funds Allocated: None.

Three Year Performance Target: One hundred percent of members appointed who choose to take part in the mentoring program receive no less than 1 year of Mentoring.

Timeframe for Interim Progress: Annually.

IL Partners Responsible: SILC.

Goal 2: The Center for Independent Living Network promotes increased independence.

Objective 2.1

The Council supports youth engagement and the need for increased outreach.

Activity: The Council will explore options for a formal application process to award the “Alexis Nichols Youth Scholarship Fund for Independent Living Training” funds annually, as funds are available. Youth is defined by the VASILC, in alignment with APRIL, as those individuals who are thirty (30) years of age or younger.

Measurable Indicators: Annual progress achieved on developing an application process, with the expectation that the SILC has a viable application accessible to the public by the end of Year 3. Other measurable indicators include hours developing application and resources to support application, hours developing and operationalizing a formal process, development of evaluation process when applications are submitted, number of inquiries regarding funding or application, number of applicants, and amount of funds expended.

Scope: SILC membership.

Part B Funds Allocated: \$500 in Year 1 and then re-determined annually, and as funds are available, when the Council considers, and subsequently approves, their upcoming federal fiscal year budget each July.

Three Year Performance Target: Having an application process accessible to youth across the Commonwealth, as well as successful award of funds to identified youth recipients.

Timeframe for Interim Progress: Annually. Updates given by subcommittee to full Council at the quarterly meeting that most immediately follows any meetings of the subcommittee.

IL Partners Responsible: SILC.

Objective 2.2

The Council supports the IL Network and will work to amplify successes, barriers, and needs.

Activity: The Council will work with VACIL to assist with the costs of printing and disseminating their Annual Report. This report is valuable in educating the communities, stakeholders, and elected officials on what Centers do and why statewide coverage is necessary.

Measurable Indicator: Expenditure of allocated funds, annually, to reimburse VACIL for printing and dissemination costs.

Scope: Statewide.

Part B Funds Allocated: \$1000 in Years 1, 2, and 3, or as available.

Three Year Performance Target: 3 annual reports printed and disseminated over the three-year life of Plan.

Timeframe for Interim Progress: Annually.

IL Partners Responsible: SILC in coordination with CILs.

Objective 2.3

The Council will continue to fund the Part B Coordinator position. This position is crucial for the cohesion of Part B funded activities, communications, and for ensuring the best technical assistance possible for the IL Network.

Activity: Annual grant award to the VACIL to fund the Part B Coordinator position. This Coordinator will continue their work with the Network to: report quarterly achievements and barriers regarding Goal 1, communicate Network legislative priorities, as well as providing technical assistance to the Network as needed.

Measurable Indicators: Expenditure of allocated funds, annually, as well as quarterly reporting to the Council on progress by Centers for Goal 1.

Scope: Statewide.

Part B Funds Allocated: \$20,000 in Years 1, 2, and 3, or as available.

Three Year Performance Target: \$60,000 expended in Years 1, 2, and 3, in accordance with the terms of the grant award.

Timeframe for Interim Progress: Quarterly and Annually.

IL Partners Responsible: SILC in coordination with VACIL.

Objective 2.4

The Council will work in coordination with emergency planning and management agencies and organizations to provide the IL Network with valuable information on inclusive emergency planning and management to ensure Consumers' safety and independence are included in planning initiatives.

Activity: The Council Administrator, on behalf of and at the direction of the Council, will attend relevant emergency management meetings to provide assistance and resources for and towards the development of inclusive best practices at the state and local levels for individuals with disabilities and others with access and functional needs. These could include but are not limited to: Virginia Emergency Management Equity Workgroup meetings, access and functional needs workgroup meetings, accessible shelter workgroup meetings, as well as participating in available trainings and state/national discussions on emergency preparedness and recovery for people with disabilities and others with access and functional needs. The Administrator will regularly provide updates to the Council and the network of Centers, as well as facilitating dialogue across the IL Network as needed.

Measurable Indicators: The name and number of meetings Council Administrator attends, communication of important information with the CILs, and the ways in which emergency preparedness and planning professionals and organizations are increasing the inclusion of people with disabilities and others with access and functional needs in local and state emergency management's policies, programs, plans, communications, and best practices.

Scope: Statewide.

Part B Funds Allocated: None.

Three Year Performance Target: Successful working relationships in place with emergency management, a more informed membership and Network, as well as emergency management at state and local levels being knowledgeable of the IL philosophy and Virginia's network of CILs. An increased inclusion of people with disabilities in all aspects of emergency preparedness, planning, sheltering, and recovery.

Timeframe for Interim Progress: Quarterly and Annually.

IL Partners Responsible: SILC.

Objective 2.5

The Council will continue to monitor the overall accessibility of state websites, buildings, and services.

Activity: The Council will consider the barriers being experienced by people with disabilities regarding access and engage appropriate agencies and organizations to provide assistance, education, and dialogue for the purpose of mitigating known barriers.

Measurable Indicators: Reporting, annually, of Council engagement with subject matter experts, organizations, and agencies.

Scope: Statewide

Part B Funds Allocated: None

Three Year Performance Target: Increased awareness of barriers, as well as identification of appropriate entity that can reduce barriers.

Timeframe for Interim Progress: Quarterly and Annually.

IL Partners Responsible: SILC.

Goal 3: The Statewide Independent Living Council supports expansion of Independent Living Centers and services to individuals with disabilities.

Objective 3.1

The Council will work to increase communication with the DSE regarding IL Network expansion and advocacy efforts.

Activity: The Council, by way of subcommittee, will plan an annual meeting, open to the public, with the DSE before the start of a new state fiscal year to communicate network needs and points of advocacy ahead of legislative season.

Measurable Indicator: Number of meetings facilitated is no less than 1 per year.

Scope: Statewide

Part B Funds Allocated: None

Three Year Performance Target: Successful facilitation of at least 3 public meetings, 1 each year, with the DSE, SILC Members, VACIL, and other IL Network stakeholders.

Timeframe for Interim Progress: Annually.

IL Partners Responsible: SILC, DSE, and CILs

Objective 3.2

The Council will continue to support the Lower Planning District (PD) 9 grassroots effort to amplify community interest in establishing a CIL to serve the Counties of: Orange, Madison, Culpeper, and Rappahannock.

Activity: The SILC will contract with the disAbility Resource Center to continue carrying out the grassroots initiative in lower PD 9. The SILC will work with the disAbility Resource Center, when requested, to provide information and support to the stakeholders.

Measurable Indicators: Quarterly reporting of community engagement and activity by disAbility Resource Center; readiness of Lower PD 9 stakeholders to organize and serve as board members if funding is received for establishing a formal CIL or satellite; and disAbility Resource Center’s ability to secure additional funding to ensure that this area does not become unserved again.

Scope: Lower PD 9 (Counties of Orange, Madison, Culpeper, and Rappahannock).

Part B Funds Allocated: \$20,000 in Years 1, 2, and 3.

Three Year Performance Target: Successful expenditure of allocated funds. Funding secured by disAbility Resource Center and/or IL Network to continue the Lower PD 9 grassroots initiative or the formation of a new Center, or satellite, in Lower PD 9, before the end of Year 3 to avoid the area becoming unserved.

Timeframe for Interim Progress: Quarterly.

IL Partners Responsible: SILC in cooperation with CIL grantee.

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.

Goal(s) and the related Objective(s) from Section 1	Method that will be used to evaluate
Goal I Goal II Goal III	<p>SPIL Implementation Timeline:</p> <p>One of the methods that the VASILC employs to evaluate the effectiveness of the Plan is the SPIL Implementation Timeline, which is developed by the Council, and tracks each goal, objective, and activity. The timeline review is a permanent and central item on the Council agenda. The tracking and progress are documented on a matrix by the Administrator and information regarding this activity is shared with the Council. The timeline specifies dates of reviews over a three-year period, tasks to be completed, and the responsible party/parties.</p>
Goal I Goal II Goal III	<p>CIL Consumer Satisfaction Survey:</p> <p>Surveys of Consumer Satisfaction are conducted by each of the Centers to routinely gather input.</p> <p>SILC Consumer Needs and Input surveys:</p>

	<p>Surveys are conducted by the SILC as needed, within any three-year SPIL cycle, in order to plan each SPIL. This can be a Consumer Needs survey, a Consumer Input survey, or both. The SILC will partner with CILs wherever possible to maximize survey response by CIL Consumers.</p> <p>Public Comment:</p> <p>Public comments are welcome anytime by anyone. The SILC has contact information readily available on the SILC website, the DSE website, state calendar systems, Public Notices, and on informational rack cards (both electronic and printed).</p>
<p>Goal I Goal II Goal III</p>	<p>Quarterly Progress Reports:</p> <p>At each quarterly meeting, SILC members will receive updates on progress in relation to the SPIL Goals and Objectives. The reports will focus on the overall, statewide progress made toward the SPIL Goals. The results are documented and subsequently included in the Program Performance Reporting Instrument. These frequent and routine reports help the SILC to build a foundational knowledge of current Consumer needs and issues for the next SPIL cycle, providing the SILC with preliminary findings to draft their next SPIL for public commenting and consideration.</p>
<p>Goal I Goal II Goal III</p>	<p>Public input consisting of emails, survey responses, phone calls, and comments at meetings:</p> <p>Public input about the development and progress of the SPIL is accepted at any time, and this statement is posted on the Virginia SILC website. Input can be submitted using a variety of methods (e.g., email, written correspondences, or telephonically), depending on the needs and preferences of the individual. The email address, phone and fax numbers for the SILC Administrator are published and made available to the public. Feedback from the public outside of the regularly scheduled meetings is collected by the Administrator and forwarded to the most appropriate party, Committee, and/or the full Council for further consideration and action.</p>
<p>Goal I Goal II Goal III</p>	<p>Grantee Quarterly Reports:</p> <p>Grant awards will be monitored for measurable outcomes through the grantee quarterly reporting format. Measurable outcomes will be aggregated to assess policy and programmatic changes throughout the State. On a yearly basis, goals, objectives, and tasks, as well as grant awards, will be evaluated to ensure that appropriate changes can be made for the following year's tasks, thereby creating continuous monitoring and refining of the Plan. Additionally, the Part B Project Coordinator attends each SILC meeting and provides a progress report on Part B grant activities to the Council. Any questions or concerns about CIL Part B activities are addressed at this time between the SILC and the Coordinator in a proactive manner.</p>

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.

Fiscal Year(s):					
Sources	Projected Funding Amounts and Uses				
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities	Retained by DSE for Administrative costs (applies only to Part B funding)
Title VII Funds					
Chapter 1, Part B	0	442,000	0	41,000	0
Chapter 1, Part C	0	0	2,142,292	0	
Other Federal Funds					
Sec. 101(a)(18) of the Act (Innovation and Expansion shall not be \$0)	30,410	0	0	0	
Social Security Reimbursement	0	0	428,978	0	
Other	0	0	0	0	
Non-Federal Funds Part B State Match					
Other State Match for Funds in SPIL	0	0	0	0	47,697
State Funds	0	0	7,313,092	0	0
Other	0	0	0	0	0

Narrative Section

Description of financial plan narrative.

Part B funds will support SPIL Goals 1, 2, and 3, and the specified objectives. Ten percent of Part B funding must be made in match by the DSE; this financial plan reflects 10% of \$476,973 awarded in FFY23. The state match is used for the salary of the Administrator. Goal 1 and its corresponding objectives were developed to strengthen CIL led education for Virginians with disabilities through specified, focused education and opportunities. Non-competitive grants to the seventeen CILs, awarded and monitored by the DSE, will total \$442,000 annually, as Part B funds are available. Goal 1 also includes education and training opportunities for SILC members; the amount for this objective will be determined annually based on anticipated funding and adjusted as needed to ensure grant awards do not need to be reduced.

Goal Two has been developed to allow the Council to support Network cohesion and to amplify successes and barriers being experienced. VACIL will be awarded \$20,000 each year, for 3 years, to coordinate outcomes reporting for Goal 1 by acting as a statewide Part B Coordinator. The role of the VACIL Coordinator is to organize the Part B CIL activities explained in Objective 1.1, specifically by: facilitating monthly conference calls with Part B CIL staff, providing training and technical assistance as needed, facilitating relationships

between the CIL network and community and state agency partners, identifying best practices, and acting as a mentor to Part B staff. Part B Coordination activities will include documentation of successes, barriers, implementation, and measurable outcomes for Goal 1 through quarterly programmatic reports that are submitted to the SILC and DSE. Federal Part C funds are utilized for the ongoing maintenance of the CILs. Goal 2 also includes reimbursement of \$1,000 annually to support the printing and dissemination of a statewide IL Network Report to educate the public on the IL Philosophy, IL services, and the successes and barriers being experienced. The SILC will also work to operationalize the “Alexis Nichols Youth Scholarship Fund for Independent Living Training” to support a future generation of IL leaders by providing funding opportunities for youth with disabilities to attend Independent Living training through VACIL, NCIL, and/or APRIL.

Goal 3 of the 2025-2027 SPIL will allow the SILC to continue funding the lower PD 9 grassroots effort; lower PD 9 is a geographical region of the state that is currently unserved by a Center. The Council has planned for a total of \$20,000 in Years 1, 2, and 3 to be awarded to disAbility Resource Center by the DSE, using Part B funds and some I&E funds, to provide technical assistance and mentoring to the established grassroots group in the region.

Chapter 2, Older Blind funds, are non-applicable to the SPIL.

The Social Security Reimbursement row has been calculated using only those funds coming to Centers for reimbursement from “Ticket to Work” Services and allowable Representative Payee Services. No pass-thru funds are included in this figure. These amounts represent funds received as reimbursement for completed services during FFY23 and change annually.

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 statewide reach.

Table 2.1A: Independent living services	Provided using Part B (check to indicate yes)	Provided using other funds (check to indicate yes; do not list the other funds)	Entity that provides (specify CIL, DSE, or the other entity)
Core Independent Living Services, as follows:			
- Information and referral	No	Yes	CIL, DSE, SILC
- Individual and systems advocacy	No	Yes	CIL
- Peer counseling	No	Yes	CIL
- IL skills training	No	Yes	CIL
- Transition services including:			
▪ Transition from nursing homes & other institutions	No	Yes	CIL
▪ Diversion from institutions	No	Yes	CIL
▪ Transition of youth (who were eligible for an IEP) to post-secondary life	No	Yes	CIL and DSE
Counseling services, including psychological, psychotherapeutic, and related services	No	Yes	DSE

Table 2.1A: Independent living services	Provided using Part B (check to indicate yes)	Provided using other funds (check to indicate yes; do not list the other funds)	Entity that provides (specify CIL, DSE, or the other entity)
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.	No	Yes	CIL and DSE
Rehabilitation technology	No	Yes	DSE
Mobility training	No	Yes	CIL and DSE
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	No	Yes	CIL and DSE
Personal assistance services, including attendant care and the training of personnel providing such services	No	Yes	DSE
Surveys, directories, and other activities to identify appropriate housing, recreation opportunities, and accessible transportation, and other support services	No	Yes	CIL and DSE
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	Yes	Yes	CIL, DSE, AND SILC
Education and training necessary for living in the community and participating in community activities	Yes	Yes	CIL, DSE, and SILC
Supported living	No	Yes	DSE
Transportation, including referral and assistance for such transportation	No	Yes	CIL and DSE
Physical rehabilitation	No	Yes	DSE
Therapeutic treatment	No	Yes	DSE
Provision of needed prostheses and other appliances and devices	No	Yes	DSE
Individual and group social and recreational services	No	Yes	CIL and DSE

Table 2.1A: Independent living services	Provided using Part B (check to indicate yes)	Provided using other funds (check to indicate yes; do not list the other funds)	Entity that provides (specify CIL, DSE, or the other entity)
Training to develop skills specifically designed for youths who are individuals with significant disabilities to promote self-awareness and esteem, develop advocacy and self-empowerment skills, and explore career options	No	Yes	CIL and DSE
Services for children	No	Yes	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	No	Yes	CIL and DSE
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future	No	Yes	DSE
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	Yes	Yes	CIL, DSE, and SILC
Such other services as may be necessary and not inconsistent with the Act	No	Yes	CIL and DSE

2.2 Outreach to Unserved and Underserved Populations

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 and how outreach will be conducted to address equity.

The VASILC and CIL Executive Directors continue discussions about outreach to unserved, underserved, and marginalized, or otherwise vulnerable, populations during SPIL Development Meetings which took place regularly beginning in March of 2022 and continued through each stage of development. The SILC and CILs identified, in their SPIL Development Needs Assessment, a statewide need for education, developed by the Centers for the purpose of educating and reeducating Virginians with disabilities throughout the Commonwealth. The Council continues to prioritize diversity of Council membership through communication with the Secretary of the Commonwealth. Youth IL education is also an outreach priority in this Plan. The following sources will be used to continue developing opportunities to reach unserved Virginians: 1) CIL quarterly Part B programmatic reports; 2) CIL annual PPR 704 reports; 3) SPIL 2025-2027 public comment surveys; and 4) Ongoing dialogue with Consumers, stakeholders, and CIL staff. A thorough analysis contributed to identifying unserved, underserved, and other marginalized populations with the feedback of CILs, VASILC, and the VASILC Needs Assessment carried out in 2022. Identified populations include: Virginians living in areas that are not served by any Center or satellite, including PD 13, 14, and 17, and the underserved lower portion of PD 9; Virginians with disabilities in nursing homes and other institutional settings including jail/prison; Virginians with disabilities who experience lack of housing or shelter; Virginia's youth

age 30 and younger; as well as Virginians with disabilities who may be also experience additional racial and social marginalization.

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

Outreach efforts by both the VASILC, the network of CILs, and VACIL will continue in the unserved geographical areas of the state. Discussions about those areas have led to the stark, unchanged understanding that limited resources hinder the development of new Centers. These geographical areas are targeted for technical assistance and I&R through the SILC, VACIL, and the DSE. Continued resources for grassroots, Consumer-based organization have been identified within the proposed SPIL. These outreach plans align with the CIL Expansion Plan detailed further in Section 3.2 of this Plan. Currently, the unserved counties are:

- 1) Lower part of PD 9: Rappahannock, Culpeper, Madison, and Orange Counties.
- 2) PD 14: Buckingham, Cumberland, Amelia, Prince Edward, and Nottoway Counties.
- 3) PD 13: Charlotte, Lunenburg, Halifax, Mecklenburg, and Brunswick Counties.
- 4) PD 17: Richmond, Northumberland, and Lancaster Counties.

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

Virginia is a geographically and culturally diverse state consisting of distinct urban, suburban, and rural regions. Although the overall population of Virginia has grown by 8.07% since 2010, the growth rates between cities and counties are uneven, with more population growth taking place in urban areas and migration from more rural areas (Weldon Cooper Center for Public Service Demographics Research Group and 2020 Census).

The CILs have long implemented specific and flexible strategies to address the needs of local populations residing in their respective catchment areas.

The SILC and the CILs recognize that along with the specific and identified populations that are historically underserved, there are also quickly growing populations of ethnic and minority groups that may benefit from outreach and education about the IL philosophy and programs. The Hispanic population in Virginia continues to be the fastest-growing minority, while the Asian population is the second fastest growing (2020 Census and University of Virginia's Weldon Cooper Center for Public Services). The SILC will continue to conduct a comprehensive analysis of PPR 704 reports completed by Virginia's seventeen CILs and compare with the most recent data. Successes in outreach are shared to analyze possible replication and best practices potential. This communication throughout the IL Network is necessary due to the large and diverse cultural and linguistic populations. Strategies for increased and diverse outreach have been developed by all Centers, including language identifiers, access to translation services, and making resources available in multiple languages; these efforts helped Centers work towards increased access during the 2021-2024 SPIL; these efforts should continue to be refined by each of the CILs, VACIL, and the VASILC.

2.3 Coordination

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

The SILC has been successful in joining other state agencies and community-based organizations to promote the independent living philosophy and services for individuals with disabilities. A meaningful and valuable partnership has long existed between the SILC and the network of the CILs. Representatives of VACIL regularly attend SILC meetings and provide updates, often leading to problem solving and critical thinking discussions.

The SILC-DSE working relationship is also effective and mutually supportive. The Deputy Commissioner of

the Division for Community Living currently serves as the DSE ex officio, bringing a wealth of agency and professional IL knowledge to discussions. These conversations are mutually beneficial in sharing IL issues and concerns, while proactively and positively steering the future of the DSE/SILC partnerships. The Commissioner of DBVI also sends updates to the SILC through that agency's ex officio member. The Director of the Virginia Department for the Deaf and Hard of Hearing also serves as an ex officio, and routinely provides updates and project information. State agency staff outside of the SILC, such as the lead project manager of the Virginia IT Agency's Website Accessibility Initiative and the lead project manager of the Virginia Board for People with Disability's Inclusive Emergency Management Initiative have attended SILC meetings to share information and participate in roundtable discussions about overlapping issues of concern.

SILC representatives officially serve on the following councils/boards, to maximize resources and coordinate statewide efforts:

- State Rehabilitation Council of DARS
- State Rehabilitation Council of DBVI
- Virginia Workforce Innovation and Opportunity Act Accessibility Taskforce
- Virginia Department of Emergency Management Equity Workgroup
- Virginia Department of Social Services Access and Functional Needs Shelter Workgroup

Several SILC and VACIL members serve on other planning bodies, and relevant information is shared with the SILC, these include:

- The Virginia Board for People with Disabilities
- Youth Leadership Academy
- Regional chapters of the Arc of Virginia
- Local Special Education Advisory Councils throughout VA
- Department for Behavioral Health and Developmental Services workgroups
- Department of Medical Assistance Services workgroups
- Virginia Commonwealth University Partnership for People with Disabilities Stakeholder Group
- Local Planning and Development groups
- National Council on Independent Living
- Associations of Programs for Rural Independent Living

All collaborative efforts strive to increase community-based supports and services that allow people with disabilities to live independently.

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 and oversight entity.

The existing CIL network consists of seventeen fully functional and compliant CILs and 3 Satellite CILs covering all but three-and-a-half PDs in the state. The seventeen full-fledged Centers receive State General Funds and Federal Part B Funds. Six of the seventeen Centers also receive Federal Part C Funds. All Centers are actively involved as members of VACIL and are valuable partners of the SILC and the DSE. All Virginia CILs work cooperatively to provide a full complement of services and advocacy to Consumers in the respective localities.

Service areas are based on availability of state and federal funds, as well as Parts B and C dollars, and can change within the three-year SPIL cycle. The service areas and demographics for Virginia CILs are listed

below. All Centers, including those that are state funded, as well as those that are federally funded, are compliant with Section 725 (b) and (c) of the Act as documented in routine Site Visit Reviews every 3 years.

FEDERALLY FUNDED PART C CENTERS FOR INDEPENDENT LIVING

BLUE RIDGE INDEPENDENT LIVING CENTER

SPIL signatory

Area Served - Cities of Roanoke, Salem, and Covington; Counties of Roanoke, Botetourt, Craig, and Allegheny

State Funding - Yes

Federal Part C Funding – Yes

Federal Part B Funding – Yes

Oversight Process – Annual PPR

Oversight Entity – ACL

ENDEPENDENCE CENTER, INC.

SPIL signatory

Area served - Cities of Norfolk, Virginia Beach, Chesapeake, Suffolk, Portsmouth, and Franklin; Counties of Isle of Wight, and Southampton.

State Funding - Yes

Federal Part C Funding – Yes

Federal Part B Funding – Yes

Oversight Process – Annual PPR

Oversight Entity – ACL

ENDEPENDENCE CENTER OF NORTHERN VIRGINIA

SPIL signatory

Area served - Cities of Arlington, Alexandria, Fairfax, and Falls Church; Counties of Fairfax, and Loudoun

State Funding – Yes

Federal Part C Funding – Yes

Federal Part B Funding – Yes

Oversight Process – Annual PPR

Oversight Entity – ACL

PENINSULA CENTER FOR INDEPENDENT LIVING

SPIL signatory

Area served - Cities of Hampton, Newport News, Williamsburg, and Poquoson; Counties of James City, and York.

State Funding - Yes

Federal Part C Funding – Yes

Federal Part B Funding – Yes

Oversight Process – Annual PPR

Oversight Entity – ACL

RESOURCES FOR INDEPENDENT LIVING

SPIL signatory

Area served - City of Richmond; Counties of Henrico, Chesterfield, Hanover, New Kent, Goochland, Powhatan, and Charles City

State Funding - Yes

Federal Part C Funding – Yes

Federal Part B Funding – Yes

Oversight Process – Annual PPR
Oversight Entity – ACL

VALLEY ASSOCIATES FOR INDEPENDENT LIVING

SPIL signatory
Area served - Cities of Buena Vista, Harrisonburg, Lexington, Staunton, and Waynesboro; Counties of Rockingham, Highland, Augusta, Bath, and Rockbridge
State Funding - Yes
Federal Part C Funding – Yes
Federal Part B Funding – Yes
Oversight Process – Annual PPR
Oversight Entity – ACL

STATE FUNDED CENTERS FOR INDEPENDENT LIVING

ACCESS INDEPENDENCE

SPIL signatory
Area served - City of Winchester; Counties of Frederick, Clarke, Warren, Page, and Shenandoah
State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – Yes
Oversight Process – Annual PPR; regular site reviews and monitoring by DSE
Oversight Entity – DSE

APPALACHIAN INDEPENDENCE CENTER

SPIL signatory
Area Served - Cities of Galax and Bristol; Counties of Washington, Grayson, Smyth, Wythe, Bland, and Carroll
State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – Yes
Oversight Process – Annual PPR; regular site reviews and monitoring by DSE
Oversight Entity – DSE

CLINCH INDEPENDENT LIVING SERVICES

SPIL signatory
Area served - Counties of Dickenson, Buchanan, Russell, and Tazewell
State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – Yes
Oversight Process – Annual PPR; regular site reviews and monitoring by DSE
Oversight Entity – DSE

disABILITY RESOURCE CENTER

SPIL signatory
Area served - City of Fredericksburg; Counties of Caroline, Spotsylvania, Stafford, King George, as well as: lower portion of PD 9 (SILC funded project in Counties of: Culpeper, Rappahannock, Orange, and Madison)
State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – Yes
Oversight Process – Annual PPR; regular site reviews and monitoring by DSE

Oversight Entity – DSE

DISABILITY RIGHTS & RESOURCE CENTER

SPIL signatory

Area served - Cities of Martinsville and Danville; Counties of Patrick, Henry, Franklin, and Pittsylvania

State Funding - Yes

Federal Part C Funding - None

Federal Part B Funding – Yes

Oversight Process – Annual PPR; regular site reviews and monitoring by DSE

Oversight Entity – DSE

EASTERN SHORE CENTER FOR INDEPENDENT LIVING

SPIL signatory

Area served - Counties of Accomack and Northampton

State Funding - Yes

Federal Part C Funding - None

Federal Part B Funding – Yes

Oversight Process – Annual PPR; regular site reviews and monitoring by DSE

Oversight Entity – DSE

INDEPENDENCE EMPOWERMENT CENTER

SPIL signatory

Area served - Cities of Manassas and Manassas Park; Counties of Prince William and Fauquier

State Funding - Yes

Federal Part C Funding - None

Federal Part B Funding – Yes

Oversight Process – Annual PPR; regular site reviews and monitoring by DSE

Oversight Entity – DSE

INDEPENDENCE RESOURCE CENTER

SPIL signatory

Area served - City of Charlottesville; Counties of Albemarle, Fluvanna, Louisa, Greene, and Nelson

State Funding - Yes

Federal Part C Funding - None

Federal Part B Funding – Yes

Oversight Process – Annual PPR; regular site reviews and monitoring by DSE

Oversight Entity – DSE

JUNCTION CENTER FOR INDEPENDENT LIVING

SPIL signatory

Area served - City of Norton; Counties of Lee, Scott, and Wise

State Funding - Yes

Federal Part C Funding - None

Federal Part B Funding – Yes

Oversight Process – Annual PPR; regular site reviews and monitoring by DSE

Oversight Entity – DSE

LYNCHBURG AREA CENTER FOR INDEPENDENT LIVING

SPIL signatory

Area served – City of Lynchburg; Counties of Amherst, Appomattox, Bedford, and Campbell
State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – Yes
Oversight Process – Annual PPR; regular site reviews and monitoring by DSE
Oversight Entity – DSE

NEW RIVER VALLEY DISABILITY RESOURCE CENTER

SPIL signatory
Area served - City of Radford; Counties of Giles, Montgomery, Pulaski, and Floyd
State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – Yes
Oversight Process – Annual PPR; regular site reviews and monitoring by DSE
Oversight Entity – DSE

SATELLITE CENTERS FOR INDEPENDENT LIVING

Note: The 3 Satellite Centers in Virginia are not, at the present time, compliant with Section 725 of the Rehabilitation Act. The long-range goal is for each Satellite Center to break off from the Parent CIL and become an independent CIL, compliant with all Standards and Assurances outlined in the Act.

CRATER DISTRICT CIL SATELLITE (Parent CIL: RIL)

Area served - Cities of Colonial Heights, Emporia, Hopewell, and Petersburg; Counties of Dinwiddie, Greensville, Prince George, Surry, and Sussex
State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – None
Oversight Entity – Resources for Independent Living, Inc.

MIDDLE PENINSULA SATELLITE (Parent CIL: PCIL)

Area served - Counties of Essex, Gloucester, King & Queen, King William, Mathews, and Middlesex
State Funding - Yes
Federal Part C Funding - None
Federal Part B Funding – None
Oversight Entity: Peninsula Center for Independent Living

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, and use of funds to build capacity of existing Centers, establish new Centers, and/or increase statewide reach of the Network:

The Virginia SILC recognizes the need for statewide coverage, and that expansion plans could be acted on simultaneously, or in parts, to achieve the goal of having statewide coverage.

There are currently seven Centers that are funded below the minimum established in this Plan. The Virginia SILC maintains that this minimum is reasonable for the quality and extensive array of programmatic services provided by CILs. While the emphasis is to expand services and eventually have statewide coverage, Virginia Centers are doing amazing work even when underfunded. All opportunities for expansion should be considered

in cooperation with the IL Network (VASILC, CILs, and DSE), if additional funds do become available that are not otherwise detailed in this Plan.

Framework and Guide for Expansion:

A.) Longstanding Satellite offices to become full-fledged Centers; each being funded at the minimum (combined) funding standard of \$443,325, unless the established satellite is ready to move towards being a full-fledged CIL with less combined funding and has the support of their Board and the IL Network.

- a.) Crater (serving Counties of Dinwiddie, Prince George, Surry, and Sussex) being the first satellite to become a CIL.
- b.) Middle Peninsula satellite (serving Counties of Essex, Gloucester, King & Queen, King William, Mathews, Middlesex) being the second satellite to become a CIL.

Existing Satellite Readiness Indicators to Become a CIL:

- 1. Funding to support provision of all Core Services;
- 2. 501(c)3 organization ready to be established;
- 3. Established sole purpose board, Consumer controlled, promotes a philosophy of IL, cross disability (meeting the federal and state definition of a CIL); AND
- 4. Local community ready to commit local funds.

B.) Four new Satellites will be established in the following unserved areas to provide statewide coverage; each being funded at \$300,000, unless the sponsoring CIL is ready to move towards establishing a satellite with less and has the support of their Board and the IL Network:

- a.) Northern Neck (Westmoreland, Richmond, Lancaster, Northumberland)
- b.) Southside (Brunswick, Greenville, Halifax, Mecklenburg, Lunenburg, Charlotte)
- c.) PD 14 (Buckingham, Cumberland, Amelia, Prince Edward, and Nottoway)
- d.) Lower PD 9 (Rappahannock, Culpeper, Orange, Madison)

New Satellite Readiness Indicators:

- 1. Existing CIL willing to sponsor;
- 2. Unserved geographical area;
- 3. Sufficient funding for the programmatic needs of the area; AND
- 4. Local group ready to be involved with satellite.

C. Raise all existing CILs to a minimum of \$443,325, including permanent federal and state funding.

- a.) New federal Part C funds would be distributed in the following order:
 - 1. according to federal stipulations, if required;
 - 2. equally among the Part C CILs that do not meet the \$443,325 threshold, to bring them up to this minimum;
 - 3. equally among the state funded CILs that do not meet the \$443,325 threshold, if ACL allows a Part C CIL to be established with the available funding and a state funded CIL desires to become a Part C CIL; or
 - 4. if the amount of new funding is inadequate to be reasonably provided as described in items a.1 through a.3, above, divide the funds equally among the Part C CILs.
- b.) New state funds would be distributed according to any state stipulations, if required, then according to this Plan. If the amount of new funding is inadequate to fund statewide coverage by way of satellite or CIL, the funds will be divided equally among the Centers, regardless of the \$443,325 threshold defined in this Plan.

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:

A minimum funding of \$387,000 was adopted in the 2021-2023 State Plan based on a study by the National Council on Independent Living (NCIL), as well as the Consumer Price Index Inflation Calculator. This minimum threshold was again adjusted in 2022, for SPIL Technical Amendments and extension of Plan for 1 year, using the same methodology. In 2022, the dollar amount equivalent to the purchasing power from 2019 rose to \$443,325 due to steep inflation over a short period of time. The minimum funding threshold will remain at \$443,325 for this 2025-2027 Plan. When considering CIL funding, the figure should consider only permanent, federal and state Independent Living dollars. This level of minimum funding provides the best, most realistic, opportunity for CILs to provide sustainable and quality, comprehensive services to individuals with disabilities in their home communities.

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

Any Part B funds distributed, but not used, shall be reimbursed in the amount not used to the SILC, but payable to the DSE for fiscal accounting purposes. All Part B contract payments are contingent on quarterly reports and reported outcomes. Part B payments are only to be made if funds are available. Relinquished or removed funds will go into the SILC resource budget, not to exceed 30% of Part B funding. If Part B relinquishment or removal is in excess, it will then go towards funding other SPIL Goals, as appropriate and necessary, and only as agreed to by the full Council in a majority vote.

Any State or Part B funds that are relinquished or removed, will be payable to the DSE unless otherwise advised by DSE.

In the event that a Center's operations or physical location must close due to natural disaster or emergency, the Center location may move temporarily. A Center may still provide necessary services to Consumers in alternative methods during times of emergency. All alternative operations must be disclosed to the DSE and SILC prior to taking place, and in accordance with contract deliverables.

If a Center must close temporarily, it may also be necessary that a neighboring Center take over, or assist with, services. In these instances, funding may be diverted to the neighboring Center. This funding diversion must be temporary, formally and specifically requested of the DSE, SILC, and ACL (in instances of Part C funding), and mutually agreed to by neighboring Center and Center affected, the funding source(s), DSE, as well as the SILC if Part B funds are diverted.

If a Center must close its office temporarily, but the Center remains operational (example: pandemic or other threat to public safety), the SILC approves all alternative programmatic and operational approaches so long as they meet the needs and safety of the Center staff and Consumers, alike, while also fulfilling SPIL goals and objectives. Changes in programmatic activity may need to be addressed through changes to the quarterly reporting on transition activity. Temporary programmatic changes should be agreed to by VACIL first, and then submitted to the Council for review and documentation of such changes. The SILC also approves diverting funds to neighboring Centers in the instance of an emergency, as well as network collaboration, to ease inequities in service areas. Such collaboration and diversion of funds should be reported to the SILC, and if required, to the funder(s).

If a Center closes permanently, regardless of funding source, Virginia would initiate a competitive Request for Proposals (RFP), or Request for Applications (RFA), process in the same catchment area, taking precedence over current priorities laid out in previously stated priority positions. The notice inviting applications would be made to the appropriate entity (DSE or ACL) and the SILC and DSE would support a qualified proposal in federal and/or state application process.

If a currently funded Part C Center loses funding, due to unforeseen circumstances or non-compliance issues,

Virginia would support a competitive RFP or RFA process in the same catchment area, taking precedence over current priorities laid out in previously stated priority positions. Notice inviting applications would be made and the SILC and DSE would support a qualified proposal/application in federal and/or state application process. If there is no qualified proposal/application, the funds and the service area may be divided amongst 1 or more neighboring, border, Centers, so long as those Centers indicate that they are willing and able to provide services. The SILC must be advised of any change in service area, as well as any other funder.

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

When Part B funds are cut or reduced, the Council may appropriately adjust the resource budget, the grant award payments to the Centers for their work on Goal 1, and grant award payments for the grassroots effort in lower PD 9.

When state funds are cut, or reduced, the DSE may appropriately adjust the state grant award amounts for each Center.

When federal funds are cut, or reduced, the DSE may appropriately adjust the state fund grant award amounts to ease burden of cut/reduction.

Any changes or adjustments to funding should be made with the input of the network (VACIL, SILC, DSE).

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

If lower PD 9 receives local or state funding, equal to or greater than the amount the SILC provides, the SILC may re-evaluate whether Part B funds will continue to be used to support the grassroots effort. If it is decided by the Council that the other sources of funding are sufficiently supporting this area and the work intended, the Council may first evaluate the resource budget and evaluate distributing excess funds amongst the Centers equally and act accordingly.

If a Center is created, or closed, adjustment to the network will be made, consistent with the Planning District areas defined in Virginia and within this SPIL. Such changes will be in collaboration with the DSE, CILs, SILC, and all funders.

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

Should additional Part B funds be received, the Council will first look to make sure the resource budget is funded fully at, but not exceeding, 30% of total funding. Any additional funds beyond that will then be distributed equally among all Centers' contract amounts for Goal 1.

Should additional Part C funds above Cost-of-Living Adjustment (COLA), yet under the \$443,325 minimum, become available (including existing state funds as a part of that total), VACIL will make every attempt to utilize these funds in accordance with the stated priorities. If the available funds are insufficient to reasonably support the stated goals, these funds would then be distributed equally among the existing Part C funded CILs.

Should additional state or local funds become available, those funds are to be delivered and overseen by the DSE. If the funds are below the \$443,325 minimum, the funds will be equally divided between all Centers receiving state funds, unless otherwise directed by the legislation creating the funds or the DSE. Additional state funds may be used to support satellite centers, Centers, or un/underserved areas.

Section 4: Designated State Entity

Virginia Department for Aging and Rehabilitative Services will serve as the entity in Virginia 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

- (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 Administration and Staffing: DSE Assurances

DARS, has accepted the role and the responsibilities of the DSE as identified in WIOA. DARS provides the administrative support of the Independent Living State Grant (ILSG) Part B program by developing and disseminating grant packages and awards, processing payments of Part B funds, tracking expenditures, tracking measurable outcomes, assuring compliance with state policies and procedures, and providing both fiscal and programmatic technical assistance. Administrative support also includes site visit reviews, audits as necessary, and staff training to both the SILC and the CIL staffs as requested. The IL Program Director's position is supported by state general funds.

In-kind resources provided through DARS to the SILC are:

- Develop Requests for Proposals, grant packages and grant awards
- Fiscal Services and budget assistance
- Processing of all bills/reimbursements related to the Council
- Provision of 1 FTE (SILC Administrator). When able, the DSE will also provide part time staff support to the Council Administrator.
- Office space
- Copier equipment, telephones, office furniture, filing cabinets, storage closet, supplies (paper, envelopes, etc.), basic computer software and IT services, video and teleconference calling and equipment, meeting rooms, fax, scanner, internet access, and email
- Publication design services
- Website domain, design, and maintenance assistance
- Document repository for public documents
- Public relations and marketing services for press releases and postings to the DARS Facebook page
- Survey design and analysis, and assistance with building databases

4.3 State- Imposed Requirements

None.

4.4 Grant Process & Distribution of Funds

Independent Living Services, funded by federal Part C and Part B funds, state General Funds, and other federal program funds, are provided by CILs that meet all requirements cited within the Rehabilitation Act.

Through individual award documents and the DARS CIL Policy Manual, and substantiated by regular Site Visits, each of the Centers within Virginia's CIL network is required to meet compliance with the Rehabilitation Act, as amended, Title VII Standards and Assurances, and Financial Requirements set forth therein (Sec 704(M)(3)). The Centers are also required to meet state regulations and fiscal standards and policies. Additionally, all Centers submit 2 separate quarterly fiscal reports, one for Part B grants and one for

state grants. The Part B fiscal reports are actively monitored by the SILC and DSE. The DSE maintains overall oversight and fiscal control for the Part B grant awarded to Virginia.

Programs funded under Chapter I, Part B are carried out through individual grants with each of the seventeen CILs, as delineated in Goal 1. Part B funds are also granted to VACIL to coordinate the project by providing technical assistance and support to the CIL staff. Lastly, to grow and expand the CIL network and provide statewide coverage, an additional Part B grant will continue to be awarded to provide support to a Center for the local grass-roots group in lower PD 9. Grants are administrated by DARS. Report data and outcomes are monitored on a quarterly basis by the SILC and the DSE. When carryover funds are present in the second year of any grant period, or in any quarter, those funds are spent first to ensure Part B funds are expended entirely within their two-year (federal fiscal year) award period. Carryover still present, and undesignated, at the end of any assigned two-year grant period, are to be absorbed by the DSE.

4.5 Oversight Process for Part B Funds

The DSE maintains overall oversight and fiscal control for the Part B grant awarded to Virginia.

This oversight is in accordance with Virginia’s procurement procedures and in adherence with all Federal statutes. Through individual award documents and the CIL Policy Manual, substantiated by regular Site Visits, each of the Centers within Virginia’s CIL network is required to meet compliance with the Rehabilitation Act, as amended, Title VII Standards and Assurances, and Financial Requirements set forth therein (Sec 704(M)(3)). The Centers are also required to meet state fiscal standards and policies. Additionally, all Centers submit 2 separate quarterly fiscal reports, one for Part B grants and one for state grants. The Part B fiscal reports are actively monitored by the SILC and DSE.

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.

NA

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.

NA

Section 5: Statewide Independent Living Council (SILC)

5.1 Establishment of SILC

How the SILC is established and SILC autonomy is assured.

The VASILC was created by an Act of the Virginia General Assembly in 1994 as outlined in Section 51.5-164 of the Code of Virginia:

51.5-164. Statewide Independent Living Council created.

The Statewide Independent Living Council is hereby created to plan, together with the Department, activities carried out under Title VII of the federal Rehabilitation Act of 1973 (29 U.S.C. 796 et seq.) and to provide advice to the Department regarding such activities. Membership and duties shall be constructed according to

federal provisions. The Department shall provide staff support for the Council. (1994, c. 81, 51.5-25.1; 2006, cc. 110, 169; 2007, cc. 473, 556; 2011, cc. 7, 166; 2012, cc. 803, 835.)

Additionally, DARS (current DSE) and DBVI, entered into a cooperative agreement in past years that fully supported the necessary autonomy of the SILC as cited and mandated in both state and federal code. Both state agencies recognized that the decision-making authority for SILC activities is the responsibility of appointed Council members. DARS and DBVI pledged to partner with the SILC in their mandate as the statewide planning authority for independent living and in its role as an autonomous, freestanding body that controls its own resource plan and programmatic (SPIL) budget. This agreement formally set the course for the full autonomy and independence of the Council which is still honored and respected today by state agencies. With the SILC's autonomy and independence ensured by the 2 state VR agencies, there are no immediate plans for the SILC to become a non-profit agency. Furthermore, the SILC shall continue to be housed within the DSE, physically and fiscally, during this SPIL.

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.

Funding for the SILC Resource Plan is utilized to carry out the statutory duties outlined in Section 705(c) of the Rehabilitation Act, as amended. Specifically, the resource plan expenditures include lodging, meals, and mileage to enable Council members and staff to attend quarterly meetings; training costs for staff and members; reasonable accommodations such as sign language interpreters, personal assistance services and information in alternative formats; equipment, postage, supplies, copier, printing, and telecommunications. The salary for the SILC Administrator is paid through state match funds.

Sources and Amounts (from SILC Resource Plan) - Years 1, 2, and 3:

Title VII Funds, Chapter 1, Part B – All Part B funds currently are planned based on FFY23 amounts and, unless this amount increases, the Part B funds and some I&E funds will be directed out to the CIL network for grant awards supporting Education, Coordination, and Expansion. Additional Part B funds will be used to adjust the Resource Plan first, while using no more than 30% of Part B funds for the Council's Resource Plan

Other Federal Funds, Section 101 (a)(18), I&E - \$20,410 of the \$30,410 awarded by DARS will support the Council Resource Plan until additional Part B funds are received.

Non-Federal Funds, State Funds (Title VII Part B State G/F match) - \$47,697

Process used to develop the Resource Plan:

The 2025-2027 SPIL Goals, Objectives and Activities have developed based on realistic and very conservative financial projections. The SILC carefully considered input from the public, VACIL, the CIL Executive Directors, and the SILC membership during SPIL development activities, the cost, and the subsequent decision to raise the grant award funding for the Part B Coordinator position and the disAbility Resource Center's work in Lower PD 9. The SILC, through the SPIL, will utilize limited funding to continue systems change advocacy efforts and to support the enhanced education priorities of this Plan through the CIL network. The entire IL Network, including Consumers and the public, have agreed on the priorities within this Plan, as well as the need for additional funding. Based on limited staffing and funding levels, the resource plan is consistent with Virginia's available resources and the SPIL goals/objectives/activities are realistically feasible within the Plan period.

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

The SILC determines an annual budget for the resource plan and all programs which are guided by the SPIL, in collaboration with the IL Network, as a whole. Expenditures are paid and tracked through the DSE as the Fiscal Agent. All financial transactions and record-keeping are made in compliance with applicable accounting requirements, as well as applicable DARS financial policies and procedures. The Administrator has the

responsibility of obtaining departmental or agency approvals of all resource plan expenditures in advance. Invoices are paid within 30 days of receipt.

The SILC Executive Committee and full Council monitor the resource plan and programmatic budgets through quarterly reports which are presented at the SILC meetings. Grants and contracts are written according to the SPIL and are monitored by both the SILC and the DSE. All Virginia SILC meetings are open to the public and the corresponding supporting documents are available for the public's review. Comments from the public about any budgetary or spending concerns are taken and considered by the Council.

Justification if more than 30% of the Part B appropriation is to be used for the SILC Resource Plan:

The Council will not use more than 30% of Part B funds for their Resource Plan during the time period covered by this Plan.

5.3 Maintenance of SILC

How State will maintain SILC over the course of the SPIL:

Members of the Council are appointed by the Governor of Virginia. The SILC and the DSE recommend nominees to the Secretary of the Commonwealth for the Governor to consider for appointment as vacancies occur. These recommendations are based upon membership and composition requirements defined in Title VII of the Rehabilitation Act, as amended by WIOA. The CILs remain active in recruiting for the SILC as well, especially in reaching out to new and former board members. Other recommendations for appointments to the Council may be made from independent sources and all appointments are at the discretion and pleasure of the Governor.

Annual board profiles are submitted to the Secretary of the Commonwealth and contain detailed updates about membership composition and other pertinent matters. Once an appointment is made and confirmed, a new member receives a member packet with IL Overview of Philosophy and Virginia's IL Network, Council Bylaws, ILRU Member Guide, and current SPIL. Newly appointed members also participate in an orientation session prior to voting at the first meeting. Existing members serve as mentors to assist in further developing a new member's knowledge of Independent Living. The SILC Administrator also maintains frequent contact with new members to ensure that they understand the material and to answer any questions. One Virginia SILC member is to be a CIL Director nominated by VACIL, and 3 members serve as non-voting, state agency representatives, including the DSE.

The Chair, Vice Chair, Secretary, and Treasurer of the Council are elected by the membership for a one-year term with a limit of 2 terms, unless special circumstances are identified to allow more than 2 years. Special circumstances include but are not limited to: inability for other members to serve, inability to identify candidates willing to serve, instances of emergency making a change in service disruptive or disadvantageous. Council members are appointed for a three-year term with the possibility of reappointment to a second three-year term. No member may serve more than 2 consecutive terms. This process is outlined within the bylaws of the Virginia SILC.

The SILC Administrator is a state employee, and as such, all personnel rules and evaluation processes are conducted in accordance with the Commonwealth's law. The Administrator is not associated with the Independent Living Services within DARS. While the Deputy Commissioner of DARS is required to have sign-off authority on performance reviews and personnel issues of the Administrator position, the SILC Executive Committee maintains oversight and supervision of the position, as it relates to Council activities, and completes their own evaluation which is an addendum to the DARS yearly performance evaluation.

Any administrative support position is also a state employee, and all personnel rules and evaluation processes apply. Oversight, maintenance and evaluations are conducted by the agency with support from the Council

Administrator, as needed. The SILC Administrator does not directly manage agency support staff to the Council.

According to the SILC's Programmatic and Fiscal Policies and Procedures Manual, "The Executive Committee evaluates the performance of the Administrator and completes the evaluation form by the deadline set forth in the performance review cycle. The form is sent to the Administrator's supervisor as an addendum to overall performance evaluation. The Employee Work Profile (e.g., job description) is reviewed and updated yearly by the Administrator. The Administrator's immediate supervisor signs the profile and submits it to the Human Resources Unit of DARS." Additionally, the Administrator provides a written report of operational activities on a quarterly basis which is presented at each Executive Committee meeting. The Committee reviews and discusses the Administrator's job duties to ensure that daily operational functions of the SILC are carried out appropriately. Adjustments are made as needed, subject to the approval of the full Council, and any final changes will be submitted to the Administrator's immediate supervisor.

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 the Virginia Department of Aging and Rehabilitative Services.

Authorized representative of the DSE _____.

Title _____.

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 the Virginia Statewide Independent Living Council.

6.3 Centers for Independent Living (CILs)

The seventeen CILs eligible to sign the SPIL, a minimum of 51% of CILs must sign prior to submission, are:

1. Access Independence
2. Appalachian Independence Center
3. Blue Ridge Independent Living Center
4. Clinch Independent Living Services
5. disAbility Resource Center
6. Disability Rights and Resource Center
7. Eastern Shore Center for Independent Living
8. Endependence Center, Inc.
9. ENDependence Center of Northern Virginia
10. Independence Empowerment Center
11. Independence Resource Center
12. Junction Center for Independent Living
13. Lynchburg Area Center for Independent Living
14. New River Valley Disability Resource Center
15. Peninsula Center for Independent Living
16. Resources for Independent Living, Inc.
17. Valley Associates for Independent Living

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. Yes (Yes/No)

Section 7: DSE Assurances

xxxxx acting on behalf of the DSE Virginia Department for Aging and Rehabilitative Services located at: xxxxxxxxxxxxxxxxxxxxxxxx **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;¹
- 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:

- (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.¹

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).
- (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;
 - 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:

Name of SILC chairperson

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, submitted electronically, 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 Virginia Statewide 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, 2024

SIGNATURE OF SILC CHAIRPERSON

DATE

NAME OF SILC CHAIRPERSON

DRAFT

NAME OF SIGNATORY AND THEIR CENTER FOR INDEPENDENT LIVING (CIL)

¹ 1329.17(d)(2)(iii)