

Vendor name	South Bay Vocational Center
Vendor number(s)	PH0369
Primary regional center	Harbor Regional Center
Service type(s)	Adult Day Program
Service code(s)	055
Number of consumers currently serving	32
Please describe your person-centered approach ¹ in the concept development process; how did you involve the individuals for whom you provide services?	The individual directs the planning process with the necessary support and decides when and where planning meetings are held. The individual identifies outcomes to achieve in pursuing his/her goals. During the person-centered process, staff assists the individual with their goal settings, who will help them achieve, and how progress will be assessed. Cultural backgrounds are also taken in consideration including participants primary language, religion, values, beliefs, customs, dietary choices and other things chosen by the individual. Staff present in the meeting act as a facilitator rather than directors offering respect, acceptance, and understanding to the individual to help empower them to realize their potential. The facilitator also takes record of all that is being shared with the participants agreement in order to better assist in meeting the goals and measure progress in the future.
Does the concept address unmet service needs or service disparities? If so, how?	The person centered concept does address any unmet services needs through a variety of forms including: Individual Habilitation Service Plan which is a person centered annual meeting. In addition, a monthly competitive/employment integrated readiness form is conducted to receive input from consumers on preferred services they wish to receive. Also, a work and social skills assessment in conjunction with a satisfaction survey is conducted yearly to receive participants input on the areas we can improve as an agency and different types of work/activities in the community they wish to participate n.
Barriers to compliance with the HCBS rules and/or project implementation	The barriers we face in order to be in compliance and integrated in the community is the lack of transportation vehicles. The goal is to purchase 2 vehicles (one wheelchair lift accessible) to accommodate participants who may have limited stamina for walking or behaviors that prevent use of public transportation. In addition, in order to increase community integration and provide jobs for our consumers, we will need to hire a job developer that will facilitate employment

¹ A person-centered approach emphasizes what is important to the individual who receives services and focuses on personal preferences, satisfaction, and choice of supports in accessing the full benefits of community living. For more information regarding person-centered practices, please visit <http://www.nasddds.org/resource-library/person-centered-practices/>

	<p>options. The job developer will also create community resources for all the programs. Recruiting staff and providing trainings will also help with supporting individuals in seeking competitive integrated employment options that is person-centered. It will also ensure that our staff is well trained and trained in culturally diversity.</p>
<p>Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request</p>	<p>Transportation: In order to achieve full compliance with federal requirement #1 we are proposing the addition of two new vehicles. Currently, South Bay Vocational Center does not have adaptive vehicles that will enable some of our individuals to access the community-based activities. Having a van will enable the staff to transport consumers to a variety of destinations including the ones they choose during their planning session based on their needs and preferences. We will also add a staff to each van for supervision of 1:3 ratio The staff will also be assisting consumers in the community as needed.</p> <p>The following vehicles will be purchased:</p> <ul style="list-style-type: none"> • One Wheelchair lift van • One 7 passenger van <p>Job Developer: South Bay Vocational Center has determined that we are not in full compliance with federal requirement #1. A job developer will create job opportunities for Competitive Integrated Employment settings paid or volunteer based on person-centered planning. A job developer will focus on the following duties:</p> <ul style="list-style-type: none"> • Developing Community Resources for consumers and other staff to share with each program • creating jobs in the community • assist with resume building • job interest inventory • develop activity training plans to assist consumers develop/improve vocational skills • assist clients search for jobs • individualized job assessment and development • participate in job fairs • conduct mock interviews with the individuals • Supervise participants with paid or volunteer jobs • Other related job development activities <p>The job developer will also be responsible for building relationships with various companies and agencies that are willing to hire individuals with disabilities. He/she will train staff on job coaching</p>

	<p>responsibilities and provide feedback to candidates that need to improve on certain job skills that will make them qualified to obtain and retain a job.</p> <p>Staffing and Training: Funding will also allow additional staff trainings in various areas such as person-centered planning, community integration and other related programs. A trainer position will allow staff to be fully trained and equipped in providing quality services to the individuals while being out in the community. The staff will have computer equipment to facilitate both person-centered activities as well as greater community integration. The staff will also assist with job readiness trainings such as appropriate work ethic relationships. We will provide additional cultural diversity training because we are looking to recruit employees with a diverse background to accommodate the cultural needs of the consumers. Drivers will also be recruited to drive the vans listed above and also assist consumers in the community.</p>
<p>Estimated budget; identify all major costs and benchmarks — attachments are acceptable</p>	<p>Purchase a passenger van (including wheelchair lift): \$46,550 Vehicle Insurance: \$1,489 Annual Vehicle Maintenance: \$ 2,311 Annual Gasoline: \$5,280 Total Annually for two vans: (\$51,630) \$103,260</p> <p>Staffing and Training: \$ 14,500 Job Developer: \$ 45,200</p>
<p>Requested funding for 2017-18</p>	<p>The total requested funds is: \$162,960</p>
<p>Estimated timeline for the project</p>	<p>Estimated Completion date will be one year from receipt of funds, approximately December 2018.</p>