

Vendor name	Henry & Henry Adult Day Program I & II
Vendor number(s)	HB0750 & HB0431
Primary regional center	East Bay Regional Center
Service type(s)	Activity Center
Service code(s)	505
Number of individuals currently serving	75
Please describe your person-centered approach ¹ in the concept development process; how did you involve the individuals for whom you provide services?	Our person-centered approach is to meet with the individual, case manager, ILS, and primary care giver in an office setting with the purpose of updating or modifying the current plan.
Does the concept address unmet service needs or service disparities? If so, how?	The current process does not address unmet service needs based fully on the person-centered approach. The current process is closer to reviewing historical services needs and asking the consumer if they want to continue those services. The person centered approach should start with the consumer identifying their needs, goals, and options based on information they have obtained in order to understand the services available to them and their choice to select the appropriate service provider(done today).
Barriers to compliance with the HCBS rules and/or project implementation	<ul style="list-style-type: none"> • Federal Requirement #1 to provide individuals the opportunities to seek employment and work in competitive integrated settings and provide training to control personal resources. • Federal Requirement #2 to ensure each individual's needs, preferences, and choices are identified and documented using the person-centered service plan model. • Federal Requirement #3 tools and methodologies to improve communication with the individual so they can actively participate in the development of their service plan including ensuring the individual has a clear understanding that services are delivered based on their preferences and in a manner, that ensures dignity, respect and choice.

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.nasdds.org/resource-library/person-centered-practices/>

<p>Narrative/description of the project. Identify which HCBS federal requirements are currently out of compliance; include justification for funding request</p>	<p>Our plan to become compliant in the areas of disparities identified above entails:</p> <ol style="list-style-type: none"> 1. Develop methodology and strategy to assess and deliver cognitive and vocational skills training based on the individual’s future employment goals and needs. The customized plan will include activities that promote frequent integration into the community to visit work sites (restaurants, amazon, grocery stores), to learn about job requirements from potential employers or public resources, and visually see how the work is performed. The competitive pre-employment training component will be designed to mimic training services (resume writing, interviews) received by non-disabled individuals and will include opportunities to utilize self-directed services. Compliance also entails having a resource to refer individuals to a supported employment service provider. The plan will identify Helping Hands Improving Lives as our supported employment service partner. 2. Develop methodology, plan, and digital literacy learning component to assess the individual’s needs to independently manage their personal resources and identify the services that enable autonomy via online tools and Internet. 3. Redesign individual service plan guidelines to comply with Home & Community Based Services (HCBS) final rules to provide person-centered planning. Provide in-service training to staff and develop communication to inform individuals and their legal guardians on person-centered approach.
<p>Estimated budget; identify all major costs and benchmarks — attachments are acceptable</p>	<p>Community Integration and Identify Pre-Employment Training Needs of ~75 Individuals <i>Personnel:</i> One Full-Time Community Integration Coordinator \$28,080 annually. . <i>Travel Expense:</i> The Community Integration Coordinator is expected to spend 80% of time in a motor vehicle taking individuals to designations within the community). Monthly fuel costs for the Community Integration Project is \$4,200 annually.</p>

	<p><i>Equipment:</i></p> <ul style="list-style-type: none"> -One fifteen passenger bus is utilized to take 28 individuals (two shifts / 14 individuals per shift) daily on community integration outings. Bus onetime cost \$43,000- \$9,600 annually—annually \$1,080. -Laptop computer to record and track destinations and tape recorder to record comments. \$1,000.00. <p><i>Supplies:</i></p> <ul style="list-style-type: none"> -Miscellaneous \$100 annually. <p><i>Person-Centered Plans for everyone</i></p> <ul style="list-style-type: none"> -Person-Centered Plan Staff Development: (take online class) for one-time cost of \$1,500. -Prepare 75 person-centered plans not to exceed \$250 per individual \$18,750. -Host informational \$3,000. <p><i>Digital Literacy Course Development:</i></p> <ul style="list-style-type: none"> -Contractor to develop digital literacy material, design a lesson plan and create an end-user workbook-\$4,000. <p><i>Pre-Vocational Course Development:</i></p> <ul style="list-style-type: none"> -Contractor to recommend and research existing products on job skills development and career readiness and exploration.- \$400. - Acquire off-the-shelf pre-employment / vocational training material including lesson plans not to exceed \$1,500.
Requested funding for 2017-18	\$116,210.00
Estimated timeline for the project	Twelve to Eighteen Months