

Home and Community-Based Services (HCBS) Rules CONCEPT FORM

Vendor name	Carole Sund Center
Vendor number(s)	HR0066
Primary regional center	Redwood Coast Regional Center
Service type(s)	Community Integration Training Program
Service code(s)	055
Number of consumers currently serving and current staff to consumer ratio.	22 Individuals Served Ratio 1:1, 1:2, 1:3
Have you or the organization you work with been a past recipient of HCBS Funding?	<p>Yes, The Carole Sund Center (CSC) utilized the HCBS funding to identify barriers to both community integration and individual access to competitive job and educational opportunities. The agency mission statement and the CSC service design are being revised to promote individual preference and community integration. The remainder of the funding will be utilized to both create the Job & Education Developer position as well as create a paid internship program to facilitate the teaching of farming techniques to people.</p> <p>Please see attached Quarterly Progress Compliance Reports to see the progress from previous funding as well as barriers that remain.</p>
Please provide a brief description of the service/ setting that includes what a typical day consists of and how services are currently provided; include barriers to compliance with the HCBS rules.	<p>The Carole Sund Center is a small farm located at the South side of Eureka beside a busy highway with no sidewalks. The farm was created and designed by the participants; it is continuously evolving as participant interests bring new creative ventures. Currently participants are paired in groups and can choose to work in various ways i.e. pygmy goat breeding/selling program, beekeeping/honey sales, building, tending the vegetable garden, preparing CSA boxes, janitorial work, landscaping, production of re-usable cloth bags and aprons, recycling for local businesses. These groups allow for individual choice of activity, but generally lack flexibility as noted in the HCBS Evaluation for Federal Requirements #4 and #5. As individuals acquire higher skill levels in their areas of interest (i.e. beekeeping/honey sales, animal breeding/sales, community shredding, restaurant janitorial services) they have expressed a desire to pursue microbusinesses. However, most of the individuals do not have the resources to purchase or begin the process of creating their</p>

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	<p>microbusiness. Individuals are able to access the community if the group they are paired in is assigned an agency vehicle.</p>
<p>Identify which HCBS federal requirements this concept addresses that are currently out of compliance.</p>	<p>#1. The concept seeks to improve the ability of individuals to be supported in receiving services based on their needs, preferences and abilities in an integrated setting with greater access to the community. #4. The concept ensures that the program is structured in a manner that promotes choice in employment, education, recreation, and has the resources to access the community. #5. The concept will ensure that individuals are educated and supported to modify their services, and choose their support staff (when options are available).</p>
<p>Narrative/description of the concept; include justification for the funding request and explain how the concept would achieve proposed outcomes.</p>	<p>The concept behind this request is to bring Person Centered Thinking (PCT) to the forefront of services at the Carole Sund Center and in Humboldt County. Currently there is only one PCT trainer in the county causing most people to travel out of the county for this essential training.</p> <p>The funding would be used to develop and maintain two Certified PCT trainers in the agency, as well as the delivery of PCT training to 50 agency staff members, 24 clients, and community members.</p> <p>Providing this training to all employees and clients in our organization will create an increase in staff awareness and empower each client to actively participate in making choices and decisions in regards to their needs, interests, and desires. This will transform the agency culture by instilling person centered practices into the program providing improved life satisfaction for attendees.</p> <p>The PCT trainers will also provide training to community members to allow more people the benefit of understanding of how to support individuals and promote personal choice.</p> <p>The mentorship, training, and on-going maintenance will be obtained out of county so travel, per diem, and lodging was included in the funding request.</p> <p>Once certification is obtained, the training will be provided at least 12 times and up to 16 times through the grant cycle ending June of 2021.</p> <p>Included in this request for funding is a \$300 stipend for each Carole Sund Center client that attends and participates in the PCT training. Providing stipends is imperative to compensate individuals for the time spent in training.</p>

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	The funding request includes pay for 50 agency staff to attend the 16 hour training.
Please describe your person-centered approach ¹ in the concept development process; how did you involve the individuals for whom you provide services?	Individuals were interviewed in a one on one environment and had simplified questions presented verbally or written. Responses were documented and then utilized along with various observations to determine the areas that needed improvement to provide a supportive environment that promotes each persons' success.
Does the concept address unmet service needs or service disparities? If so, how?	Yes, this concept addresses the identified needs for training of staff and clients to promote individual choice and integration. Furthermore, the Certification of two PCT trainers will provide the agency with knowledge to facilitate ongoing person centered practices within the agency.
Estimated budget and timeline; identify all major costs and benchmarks — attachments are acceptable.	Certification & Maintenance of two PCT Trainers - \$50,000-FY 2019-2020 Staff Pay for Training & Delivery – \$41,600-FY 2019-2021 Training Materials and Supplies - \$14,000 FY 2019-2020 Client Stipends - \$7,200 – FY2019-2021
Total requested amount.	\$112,800 Total funding requested for two years
What is your plan for sustaining the benefits, value, and success of your project at the conclusion of 2018-19 HCBS Funding?	The value of shifting the agency to reflect person centered thinking will be maintained by continual education, as well as re-evaluation of services and supports provided on an annual basis. Success will be determined by client input regarding the quality of service provided.

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

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Have you or the organization you work with been a past recipient of HCBS Funding?	<p>Yes, The Carole Sund Center (CSC) utilized the HCBS funding to identify barriers to both community integration and individual access to competitive job and educational opportunities. The agency mission statement and the CSC service design are being revised to promote individual preference and community integration. The remainder of the funding will be utilized to both create the Job & Education Developer position as well as create a paid internship program to facilitate the teaching of farming techniques to people.</p> <p>Please see attached Quarterly Progress Compliance Reports to see the progress from previous funding as well as barriers that remain.</p>
Please provide a brief description of the service/ setting that includes what a typical day consists of and how services are currently provided; include barriers to compliance with the HCBS rules.	<p>The Carole Sund Center is a small farm located at the South side of Eureka beside a busy highway with no sidewalks. The farm was created and designed by the participants; it is continuously evolving as participant interests bring new creative ventures. Currently participants are paired in groups and can choose to work in various ways i.e. pygmy goat breeding/selling program, beekeeping/honey sales, building, tending the vegetable garden, preparing CSA boxes, janitorial work, landscaping, production of re-usable cloth bags and aprons, recycling for local businesses. These groups allow for individual choice of activity, but generally lack flexibility as noted in the HCBS Evaluation for Federal Requirements #4 and #5. As individuals acquire higher skill levels in their areas of interest (i.e. beekeeping/honey sales, animal breeding/sales, community shredding, restaurant janitorial services) they have expressed a desire to pursue microbusinesses. However, most of the individuals do not have the resources to purchase or begin the process of creating their</p>

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	microbusiness. Individuals are able to access the community if the group they are paired in is assigned an agency vehicle.
Identify which HCBS federal requirements this concept addresses that are currently out of compliance.	<p>#1. The concept seeks to improve the ability of individuals to be supported in receiving services based on their needs, preferences and abilities in an integrated setting with greater access to the community.</p> <p>#4. The concept ensures that the program is structured in a manner that promotes choice in employment, education, recreation, and has the resources to access the community.</p> <p>#5. The concept will ensure that individuals are educated and supported to modify their services, and choose their support staff (when options are available).</p>
Narrative/description of the concept; include justification for the funding request and explain how the concept would achieve proposed outcomes.	<p>We are seeking funding for a Program Development position with an emphasis in grant writing, this person has already been identified and has experience in developing programs and grant writing. This position will be responsible for three main program components:</p> <ol style="list-style-type: none"> 1. Promotion of client personal choice <ol style="list-style-type: none"> a. review and revise policies and procedures to ensure they reflect a person centered approach. b. update the program service design to provide a structure that promotes personal choice. c. provide PCT training to ensure staff and clients have the knowledge and ability to provide and nurture individual choice <p>This will ensure that each individual served benefits from staff understanding and support that is led by client preference.</p> <ol style="list-style-type: none"> 2. Securing funding for expansion of the Carole Sund Center (CSC) farm as requested by clients through grant writing and fundraising <ol style="list-style-type: none"> a. bee hives, b. honey extraction systems, c. expansion of the aquaponics system, d. live-stock breeding e. Create a community garden on premises <p>This will ensure that the farm becomes integrated and expands to meet the needs of the community through the Community Supported Agriculture (CSA) boxes.</p> <ol style="list-style-type: none"> 3. Securing funding through grants for microbusinesses as requested through client interviews.

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	<p>We are requesting 5 small cars to allow for each person to be able to access the community at least two times per week on an individual basis for jobs, classes, and recreation. This will further promote integration and personal choice while encourage education and allowing for increased job opportunities. Currently even with job or educational opportunities in the community it is difficult to facilitate attendance due to a lack of transportation. There is no safe way to access public transportation because the CSC is located on the side of the highway with no sidewalks and the closest bus station is nearly a mile from the program.</p>
<p>Please describe your person-centered approach¹ in the concept development process; how did you involve the individuals for whom you provide services?</p>	<p>Individuals were interviewed in a one on one environment and had simplified questions presented verbally or written. Responses were documented and then utilized along with various observations to determine the areas that needed improvement to provide a supportive environment that promotes each persons' success.</p>
<p>Does the concept address unmet service needs or service disparities? If so, how?</p>	<p>Yes, this concept addresses the identified needs for program restructure, as well as staff and client training to promote individual choice and integration. The concept addresses the need for obtaining additional funding for identified integrated job preferences and for ensuring adequate transportation for individual community opportunities.</p>
<p>Estimated budget and timeline; identify all major costs and benchmarks — attachments are acceptable.</p>	<p>Program Development/Grant Writer -Salary and Fringe Benefits -\$150,000 total for 2 years (5) Cars- \$100,000 total-purchase upon funding approval</p>
<p>Total requested amount.</p>	<p>\$ 250,000 Total funding requested for two years</p>
<p>What is your plan for sustaining the benefits, value, and success of your project at the conclusion of 2018-19 HCBS Funding?</p>	<p>The value of shifting the agency to reflect person centered thinking will be maintained by continual education, as well as re-evaluation of services and supports provided on an annual basis. Success will be determined by client input regarding the quality of service provided.</p>

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