

State Plan For Independent Living (SPIL)

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

Part B - INDEPENDENT LIVING SERVICES

Part C - Centers for Independent Living

State: Virgin Islands, U.S.

FISCAL YEARS: 2025-2027

Effective Date: 10/01/2024

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EXECUTIVE SUMMARY

The 2025-2027 State Plan for Independent Living (SPIL) for Virgin Islands serves as a strategic plan to bring together the Independent Living (IL) Network and promote working collaboratively to advance the independence of individuals with significant disabilities. Together, the IL Network will work toward the mission of "Virgin Islanders with disabilities in our territory to maintain inclusion and quality of life through advocacy, education, and training opportunities within the community." While each partner in the Plan has their own work within their organization and their community, this Plan is our vehicle to come together in a unified way to impact all individuals with disabilities across Virgin Islands.

In working toward that mission, the IL Network had identified the following goals for this Plan:

- Public policy supports the inclusion and independence of people with disabilities.
- Independent Living Services are impactful and increase the independence of individuals served.
- Centers for Independent Living in the Virgin Islands are efficient and have the capacity to serve their community.

Over the course of this Plan, the IL Network will continue efforts towards making the Virgin Islands disability community better through training, advocacy, independent living services, and collaboration with state and other community partners.

Section 1: Mission, Goals, Objectives, and Activities

1.1 - MISSION

Mission of the Independent Living Network and the SPIL

Virgin Islanders with disabilities in our territory to maintain inclusion and quality of life through advocacy, education, and training opportunities within the community.

1.2 - GOALS

Goals of the SPIL

Goal #1: Goal 1 (IL Network): The current IL Network is expanding.

Goal #2: 2 (IL Services): Independent Living Services are impactful, increased, and available to people with disabilities from the current IL Network.

Goal #3: Goal 3 (Advocacy): Public policy supports the inclusion and quality of life for people 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: Goal 1 (IL Network): The current IL Network is expanding.

Objective #1.1: Expanding the IL Network membership

Measurable Indicators:

Indicator #1.1.1: FFY 2025 10% Recruiting of membership. 15% Improve collaboration with other stakeholders to facilitate a comprehensive plan for delivery of services. Maintain quarterly training for all members for both the new and standing SILC board.

Indicator #1.1.2: FFY 2026 20% Recruiting of membership. 35% Improve collaboration with other stakeholders to facilitate a comprehensive plan for delivery of services. Maintain quarterly training for all members for both the new and standing SILC board.

Indicator #1.1.3: FFY 2027 35% Recruiting of membership. 40% of State Agencies make presentations to the Board of SILC on what they have plans for better educating, the disability community of their services and how to achieve these services. 55% Improve collaboration with other stakeholders to facilitate a comprehensive plan for delivery of services. Maintain quarterly training for all members for both new and standing board.

Other Objective info and/or Activities (optional):

Objective Info #1.1.1: SILC Board will conduct quarterly training on IL philosophy and IL Services.

Objective Info #1.1.2: SILC Board will actively recruit members to keep the board functioning.

Objective Info #1.1.3: SILC Board will invite state agencies and other stakeholders to board meetings to hear the plans for the people with disabilities within their agencies.

Geographic Scope: County (Virgin Islands, U.S.)

Goal #2: 2 (IL Services): Independent Living Services are impactful, increased, and available to people with disabilities from the current IL Network.

Objective #2.1: Individuals with disabilities served by Centers for Independent Living will increase their independence and control.

Measurable Indicators:

Indicator #2.1.1: FFY 2025 25% of consumers served will report being more independent after working with the CIL upon closure. 30% of consumers served will report the CIL helped the

individual achieve their goals upon closure.25% of active consumers will report that working with the CIL is advancing their independence.The percentage of consumer goals achieved will be reported as a baseline.The percentage of consumers closed with all goals achieved will be reported as a baseline.

Indicator #2.1.2: FFY 202635% of consumers served will report being more independent after working with the CIL upon closure.45% of consumers served will report the CIL helped the individual achieve their goals upon closure.40% of active consumers will report that working with the CIL is advancing their independence.The percentage of consumer goals achieved will increase 5% from baseline.The percentage of consumers closed with all goals achieved will increase 5% from baseline.

Indicator #2.1.3: FFY 202750% of consumers served will report being more independent after working with the CIL upon closure.65% of consumers served will report the CIL helped the individual achieve their goals upon closure.60% of active consumers will report that working with the CIL is advancing their independence.The percentage of consumer goals achieved will increase 5% from FFY 2026.The percentage of consumers closed with all goals achieved will increase 5% from FFY 2026.

Other Objective info and/or Activities (optional):

Objective Info #2.1.1: CIL staff will document the progress and status of consumer goal progress.

Objective Info #2.1.2: CILs will conduct and report the consumer satisfaction survey data on closed consumers.

Objective Info #2.1.3: CILs will conduct and report the consumer satisfaction survey data on active consumers.

Geographic Scope: County(Virgin Islands, U.S.)

Objective #2.2: IL Providers is impactful with a well-trained staff.

Measurable Indicators:

Indicator #2.2.1: FFY 2025The CIL Staff will take monthly training courses to maintain knowledge of the IL Services.CILs will report the number courses taken as a baseline.5% of staff will pass the training program.15% of staff will have learned a new skill to become stronger service providers.10% of staff will have a better understanding of the IL Network.

Indicator #2.2.2: FFY 2026The CIL Staff will take monthly training courses to maintain knowledge of the IL Services.CILs will report the number courses taken as a baseline.15% of staff will pass the training program.30% of staff will have learned a new skill to become stronger service providers.25% of staff will have a better understanding of the IL Network.

Indicator #2.2.3: FFY 2027The CIL Staff will take monthly training courses to maintain knowledge of the IL Services.CILs will report the number courses taken as a baseline.35% of staff will pass the training program.45% of staff will have learned a new skill to become stronger service providers.30% of staff will have a better understanding of the IL Network.

Other Objective info and/or Activities (optional):

Objective Info #2.2.1: CIL will provide staff with training opportunities.

Objective Info #2.2.2: CIL will keep track of the staff's progress on training.

Objective Info #2.2.3: CILs will make available the resources for the staff to reasonable training.

Geographic Scope: County(Virgin Islands, U.S.)

Goal #3: Goal 3 (Advocacy): Public policy supports the inclusion and quality of life for people with disabilities.

Objective #3.1: Advocacy of the IL Network in United States Virgin Islands will impact the policies of the Virgin Islands.

Measurable Indicators:

Indicator #3.1.1: FFY 2025 10% of the IL Network will submit at least one public comment on agency rules and regulations or submit public testimony on federal state legislation. 25% of the members of the Virgin Islands Legislature will be informed of the work of CILs. 10% of the Member of Congress from the Virgin Islands will be informed of the work of CILs. 10% of State Agencies make presentations to the Board of SILC on what they have plans for better educating, the disability community of their services and how to achieve these services. Improvement on the emergency response to natural disasters taskforce for persons with disabilities and Seniors by 20%. IL Network is adequately funded by 40%. 10% Expansion of Medical Services and behavioral health services. 15% of individuals surveyed will report that the IL Network has increased awareness of the barrier's individuals with disabilities experience.

Indicator #3.1.2: FFY 2026 30% of the IL Network will submit at least one public comment on agency rules and regulations or submit public testimony on federal state legislation. 45% of the members of the Virgin Islands Legislature will be informed of the work of CILs. 30% of the Member of Congress from the Virgin Islands will be informed of the work of CILs. 25% of State Agencies make presentations to the Board of SILC on what they have plans for better educating, the disability community of their services and how to achieve these services. Improvement on the emergency response to natural disasters taskforce for persons with disabilities and Seniors by 45%. IL Network is adequately funded by 65%. 30% Expansion of Medical Services and behavioral health services. 30% of individuals surveyed will report that the IL Network has increased awareness of the barrier's individuals with disabilities experience.

Indicator #3.1.3: FFY 2027 55% of the IL Network will submit at least one public comment on agency rules and regulations or submit public testimony on federal state legislation. 75% of the members of the Virgin Islands Legislature will be informed of the work of CILs. 55% of the Member of Congress from the Virgin Islands will be informed of the work of CILs. Improvement on the emergency response to natural disasters taskforce for persons with disabilities and Seniors by 20%. IL Network is adequately funded by 40%. 10% Expansion of Medical Services and behavioral health services. 50% of individuals surveyed will report that the IL Network has increased awareness of the barrier's individuals with disabilities experience.

Other Objective info and/or Activities (optional):

Objective Info #3.1.1: CILs and SILC will identify and review potential issues for public comment and relevant testimony opportunities. Testimony and comment drafts will be shared with the network to assist others in developing their own written comment and/or testimony.

Objective Info #3.1.2: CILs and SILC will meet regularly with members of the Virgin Islands Legislature and Congress Member to inform them on the services and programs of the CILs, give regular updates on what the CILs are doing in their community, how CILs can assist their

constituents, and how the CILs and SILC can assist with reviewing and providing input on policy that will impact the disability community.

Objective Info #3.1.3: Local Agencies will be invited by the SILC to present to the CILs and SILC about the programs and potential changes to programs so that CILs can be fully informed and aware of what will impact their consumers, as well as give input and recommendations to the agencies on ways to improve service delivery to individuals with disabilities.

Objective Info #3.1.4: Community Perception and Impact Survey will be conducted to measure the awareness and impact of IL Services, CILs, and the SILC.

Geographic Scope: County(Virgin Islands, U.S.)

Objective #3.2: Work with the ADA Paratransit services to improve the transportation system for people with disabilities.

Measurable Indicators:

Indicator #3.2.1: FFY 2025 Virgin Islands Transit (VITRAN) to provide Ridership Satisfactory Report twice yearly (January and June) demonstrating improvement of timely pick-ups. (i.e. surveys of person w/disabilities who ride VITRAN). Center for Independent Living and Disabilities Rights and Resource Center of the Virgin Islands (DRCVI) to provide annual Sensitivity Training to VITRAN Administrative Staff and Drivers.

Indicator #3.2.2: FFY 2026 Continued partnership with VITRAN providing Ridership Satisfaction Reports twice yearly (January/June), to the Center of Independent Living. Review and implementation of action to improve ridership experience based on results from Satisfaction Survey. Request additional ADA Paratransit Service Providers to include Able Transportation, Freedom Transportation, Stretcher, Trinity, and Taxi Paratransit to provide the Ridership Satisfactory Report twice yearly (January and June) demonstrating improvement of timely pick-ups/ (i.e. surveys of person w/disabilities who use their services.

Indicator #3.2.3: FFY 2027 25% of the Paratransit rider's survey's needs are met. 50% of the Paratransit riders surveyed would self-advocate for reliable transportation services.

Other Objective info and/or Activities (optional):

Objective Info #3.2.1: CILs and other IL Network partners will conduct sensitivity training for the VITRAN, Able Transportation, Freedom Transportation, Stretcher, Trinity, and Taxi Paratransit staff in areas that surveyed shows a short fall.

Objective Info #3.2.2: CILs and SILC will meet regularly with members of the disability community that uses ADA Transport services to voice their concerns and the progress of service changes and allow them to self-advocate for their services.

Geographic Scope: County(Virgin Islands, U.S.)

1.4 - EVALUATION

The Virgin Islands Statewide Independent Living Council will monitor and evaluate the satisfaction of individuals with disabilities through regular meetings and engaging with other community partners where all needs are met.

The SILC will hold regular public meetings and forums as well as establish committees that will

maintain the accountability of the council, DSE (Designated State Entity) and the CIL in realizing the goals and objectives of the SPIL.

1.4 - EVALUATION

Goal #1: Goal 1 (IL Network): The current IL Network is expanding.

Timeline	Objectives	Data to be collected	Data collection method	Organization primarily responsible for data collection
Semi-Annual evaluation. SILC Committee will review the semi-annual progress. On maintain its membership.	Expanding the IL Network membership	- Recruiting of membership. - Improve collaboration with other stakeholders. - Maintain quarterly training. _ Public comments and testimony submissions.	-Membership count. - Training Courses _ Plans from state agencies.	SILC

Goal #2: 2 (IL Services): Independent Living Services are impactful, increased, and available to people with disabilities from the current IL Network.

Timeline	Objectives	Data to be collected	Data collection method	Organization primarily responsible for data collection
Annual evaluation. SILC State Plan Committee will review data and make recommendations as needed. IL Providers is impactful with a well-trained staff.	Individuals with disabilities served by Centers for Independent Living will increase their independence and control.	-Consumer satisfaction survey data -Consumer case closure data	Survey to IL Network compiled and reviewed by SILC and PPR data.	CIL, SILC
IL Providers is impactful with a well-trained staff.	IL Providers is impactful with a well-trained staff.	-Track Course -Track staff progress	Report will be given t the SILC Board	CIL, SILC

Goal #3: Goal 3 (Advocacy): Public policy supports the inclusion and quality of life for people with disabilities.

Timeline	Objectives	Data to be collected	Data collection method	Organization primarily responsible for data collection
Semi-Annual evaluations. SILC Advocacy Committee will review the semi-annual progress reports at regular meetings. IL network will be informed of progress toward completing annual benchmarks.	Advocacy of the IL Network in United States Virgin Islands will impact the policies of the Virgin Islands.	Public comments and testimony submissions. Number of members are informed of the work of their CIL and how the CIL can help in policy decisions. Number of Congressional Delegation Members are informed of the work of CILs.	Survey to IL Network compiled and reviewed by SILC.	CIL, SILC, Other
Semi-Annual evaluations. SILC Committee will review the semi-annual progress reports at regular meetings. ADA Paratransit companies will be informed of progress toward completing annual benchmarks.	Work with the ADA Paratransit services to improve the transportation system for people with disabilities.	Public comments and testimony submissions. Public surveys and ADA paratransit surveys submissions.	Survey to ADA Paratransit agencies.	CIL, SILC, Other

1.5 - PART I: FINANCIAL PLAN

Sources, uses of, and efforts to coordinate funding to be used to accomplish the SPIL 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): 2025 - 2027

October 1, 2024 to September 30, 2027

Sources	Projected Funding Amounts and Uses					
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities	Retained by DSE for Admin. Costs	TOTAL
Title VII Funds						
Chapter 1, Part B	\$13854	\$0	\$30016	\$0	\$2309	\$46179

Chapter 1, Part C	\$0	\$0	\$256202	\$0		\$256202
						\$302381
Other Federal Funds						
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$0	\$0	\$0	\$70000		\$70000
Social Security Reimbursement	\$0	\$0	\$0	\$0		\$0
Other	\$0	\$0	\$0	\$0		\$0
						\$70000
Non-Federal Funds						
Part B State Match	\$1386	\$0	\$3003	\$0	\$231	\$4620
Other State Match for Funds in SPIL	\$0	\$0	\$0	\$0	\$0	\$0
State Funds	\$0	\$0	\$100000	\$0	\$0	\$100000
Other	\$0	\$0	\$0	\$0	\$0	\$0
						\$104620
TOTAL	\$15240	\$0	\$389221	\$70000	\$2540	\$477001

1.5.2 - PART II: FINANCIAL PLANNING NARRATIVE

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

SILC Resource Plan

The SILC Resource Plan includes Innovation and Expansion funding for SILC Operations and a portion of the State Funds used to match those federal funds. The remaining balance of State Funds is utilized for the SILC Operations. All funds listed in the SILC Resource Plan are distributed to the SILC by the Designated State Entity (DSE). For more information on the process of funding distribution,

General CIL Operations

Part C funding is distributed to the Center for Independent Living with two (2) locations St. Thomas and St. Croix awarded direct federal funding from the Administration on Community Living. Centers receiving Part C grants are listed in Section 3.2 Network of Centers of this Plan. The amount represented in this Plan is based upon the award amounts of the Centers for Independent Living from the funding appropriated in the 2023 Consolidated Appropriations Act as enacted.

Part B funds received by the State of Virgin Islands are utilized for the general operations of the Centers for Independent Living. The Part B funds are fully matched with State General Revenue funds or in-kind match. The amount represented in the Plan is based upon the funding appropriated in the 2023 Consolidated Appropriations Act as enacted, with the required match calculated in the Non-Federal Funds Part B State Match.

To be eligible to receive funding as a Center for Independent Living:

- Consumer controlled organizations including the board, management, and staff.
- Provide at least the Core Services of Information and Referral, Peer Support, Advocacy, Independent Living Skills Training, Institutional Transition, Diversion, and Youth Transition.
- Maintain compliance with Section 725 of the Rehabilitation Act.

Review Status: Approved

Section 2: Scope, Extent and Arrangements of Services

2.1 - SERVICES

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

Core Independent Living Services: Information and referral

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE

Core Independent Living Services: IL skills training

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE

Core Independent Living Services: Peer counseling

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE

Core Independent Living Services: Individual and systems advocacy

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE

Transition Services: Transition from nursing homes & other institutions

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE

Transition Services: Diversion from institutions

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL

Transition Services: Transition of youth (who were eligible for an IEP) to post-secondary life

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL

Counseling services, including psychological, psychotherapeutic, and related services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	DSE

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.

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE

Rehabilitation technology

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL DSE

Mobility training

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL

Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL DSE

Personal assistance services, including attendant care and the training of personnel providing such services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	DSE

Surveys, directories and other activities to identify appropriate housing, recreation opportunities, and accessible transportation and other support services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	DSE

Consumer information programs on rehabilitation and independent living 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

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL DSE

Education and training necessary for living in the community and participating in community activities

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL DSE

Supported living

Note: CILs are not allowed to own or operate housing.

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	No
Provided By	DSE

Transportation, including referral and assistance for such transportation and training in the use of public transportation vehicles and systems

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL

Provision of needed prostheses and other appliances and devices

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	DSE

Individual and group social and recreational services

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE

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

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	DSE

Services for children

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	DSE

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

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL DSE

Appropriate preventive services to decrease the need of individuals with disabilities for similar services in the future

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL

Community awareness programs to enhance the understanding and integration into society of individuals with disabilities

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	Yes
Provided using other funds?	Yes
Provided By	CIL DSE

Such other necessary services as may be necessary and not inconsistent with the Act

Is this service being provided?	Yes
Provided using Title VII, Chapter 1 Part B funds?	No
Provided using other funds?	Yes
Provided By	CIL DSE

2.1 - OPTIONAL MAP ATTACHMENT

Uploaded Document Name:

2.2 - OUTREACH TO UNSERVED AND UNDERSERVED POPULATIONS

The unserved and underserved in the U. S. Virgin Islands are categorized as the mentally ill and homeless population. Another group of marginalized individuals are people with criminal backgrounds and cultural/language differences. The DSE, CIL, State-wide Independent Living Council and the State Rehabilitation Council will work together to identify these individuals in hopes of eliminating the gap in services. Through expanded outreach efforts and acquiring statistical data from the Census, which will help identify the underserved or unserved.

2.3 - COORDINATION

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

The DSE continues to collaborate with various stakeholders such as the State Office of Special Education, Office of the ADA Coordinator, Department of Labor, VIUCEED, Virgin Islands Association for Independent Living, the Disability Rights Center, the Virgin Islands State Rehabilitation Council, VIDDC and the State-wide Independent Living Council to ensure that services are available for persons with disabilities.

Review Status: Approved

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.

3.1 - EXISTING CENTERS

Virgin Islands Association for Independent Living Inc

Counties Served: Virgin Islands, U.S.

All Sources of Funding:

Title VII Chapter 1, Part B

Oversight Process: DSE, see Section 4.5 - Oversight Process of Part B Funds for details.

Title VII Chapter 1, Part C

Oversight Process: Oversight by Administration for Community Living's Compliance and Outcome Monitoring.

State Funds

Oversight Process: DSE, Legislature of the Virgin Islands Act:8759

Oversight Entity: DSE, DSE and ACL/OILP, ACL/OILP

SPIL Signatory: Yes

County Services

Virgin Islands, U.S. (Full Services)

3.1 - EXISTING CENTERS

CIL Network

Explain the criteria for defining the CIL network, bearing in mind that those CILs included in the network should be those eligible to sign the SPIL.

Virgin Islands Association for Independent Living, VIAIL.

The CIL has two locations that serves in the district of St. Thomas/St. John, the office is located at #8 Rem Annas Retreat, Charlotte Amalie, VI 00802. In St. Croix, the center is located at Peter's Rest Shopping Center in Christiansted, St. Croix.

3.2 - EXPANSION AND ADJUSTMENT OF NETWORK

Plan and priorities for use of funds, by funding source, including Part B funds, Part C funds, State funds, and other funds, whether current, increased, or one-time funding, and methodology for distribution of funds. Use of funds to build capacity of existing Centers, establish new Centers, and/or increase the statewide reach of the Network. (Follow the instructions in Title VII, Part C of the Rehabilitation Act of 1973, as amended.)

Definition of served, unserved, and underserved.

Served - For the purposes of this Plan, a served county is defined as one that has access to full Core Independent Living Services the funding level to fully serve their community. To measure a level of fully serving, a county would have at minimum 5% of the disability population served annually, for at least two consecutive years. At present, 0 of Virgin Islands 3 counties meet this definition.

Underserved - For the purposes of this Plan, an underserved county is defined as a county that has access to Core Independent Living Services but does not have a funding level that is adequate to fully serve the entire community. At present, 2 of Virgin Island County meet this definition.

Unserved - For the purposes of this Plan, an unserved county is defined as a county that have limited access or funding for all Core Independent Living Services. At present, 1 of the Virgin Islands County meet this definition.

Minimum funding level for a Center and formula/plan for distribution of funds to ensure that each Center receives at least the minimum.

The minimum funding level for CILs is based upon the total amount of Part C, Part B, and state funding.

- The CILs Part C award will be used to fund the Center for Independent Living
- The amount remaining to achieve minimum funding will then be used to calculate the amount of funding to be contracted by the DSE in a combination of Part B and State General Revenue Funds.

In order for a Center to be eligible to receive funding in this funding formula, they must be in good standing with the Administration for Community Living, and the US Virgin Islands. If a Center is not in good standing, their portion of any allocations that are impacted by this plan will be distributed by the formula as established. The Centers must also be actively working towards the goals and objectives of the Plan, participating with the Network, and producing outcomes consistent to the agreed upon framework by the CILs.

Cost-of-Living Adjustment

The minimum funding level will be assessed every two years to determine if a cost-of-living adjustment (COLA) is needed. If a COLA is required, the Network of CILs will determine the percentage amount based upon a verified data source, and present the amount to the SILC for possible amendment to the SPIL. If the amount is less than 5% a technical amendment will be submitted to ACL, and the DSE notified of the new contract amounts to the CILs.

Priorities for establishment of new CIL(s).

Priority 1

The significant expansion of CILs on St. Thomas, Virgin Islands in this underserved county.

- Virgin Islands Association for Independent Living, Inc.

Priority 2

The establishment of permanent funding for the satellite center based on St. Croix, Virgin Islands in this underserved county.

- Virgin Islands Association for Independent Living, Inc.

Priority 3

The establishment of permanent funding to create a satellite center to be based in St. John, Virgin Islands.

- Virgin Islands Association for Independent Living, Inc.

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

Part C Funding

In the event a Title VII Part C funded Center should close or forfeit/lose funding, the Virgin Islands IL Network will formally submit to the Administration for Community Living a recommendation on the most effective use of the funding to achieve the goals of this plan for the Network of Centers for Independent Living within 30 days of being made aware of the loss of funds.

The recommendations will be made from the following options:

- Reissuing a new grant competition for the same territory.

Part B/State Funds

In the event a Title VII Part B/State funded Center should close or forfeit/lose funding, the Virgin Islands IL Network will formally submit to Opportunities for Ohioans with Disabilities a recommendation on the most effective use of the funding to achieve the goals of this plan for the Network of Centers for Independent Living within 30 days of being made aware of the loss of funds.

The recommendations will be made from the following options:

- Reissuing a new grant competition for the same territory.

Plan to build capacity of existing CILs and/or expand statewide reach by establishing branch offices and/or satellites of existing CILs.

The plan is to build capacity of the existing CILs making sure they are adequately funded. This includes the current satellite office and establishing a new satellite office on St. John. The actual amounts will be calculated annually based on CIL eligibility for funding, population changes, and

amount of funding available.

Plan/formula for distribution of new funds (Part B, Part C, one-time funds, etc.)

Part B Funds will be distributed as 30% SILC resource development, 5% DSE Administrative Fee, and 65% CIL for general operational expenses.

Part C funds will be distributed directly to the CIL.

One-Time Funds depending on the nature of the funds and any restrictions, the distribution will be following one of the two methods outlined above.

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

Part C funds reduction

In the event the allocation of Part C funds is reduced to the Virgin Islands territory, the funds will be reduced in equal percentage across all Part C awards and to the extent possible.

Part B or State Funds reduction

Part B or State funds will be reduced first in amounts not to bring Centers below the minimum base funds.

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

No changes to service areas and/or funding levels are included in this plan except for changes in funding that may occur annually based upon the funding distribution outlined in this section.

Plan for changes to Center service areas and/or funding levels to accommodate expansion and/or adjustment of the Network. State the needed change(s) as concretely and succinctly as possible.

Centers for Independent Living may submit a formal request for consideration of changes to existing service areas. The changes can be made applicable to Part C, Part B, and/or State Funds. The Center will prepare and submit the request to the SILC.

The request will include the following information:

- Counties and areas that will be expanded and/or adjusted.
- Confirmation that the CIL's Board of Directors authorized the requested change(s).
- Description of how service area change(s) will impact the CIL and the disability community of the area.
- Date of when the service area change(s) would become effective upon approval.

Upon receiving the request, the SILC will prepare a summary analysis of the changes including how it impacts Section 3.1 Existing Centers and 3.2 Expansion and Adjustment of the Network, and the draft SPIL amendment will be sent to ACL.

After the summary is created, it will be posted for a 30-day period to receive public input. Summary of the public input will be distributed to all Centers for Independent Living and the Council Members of the SILC.

CILs individually will submit their approval or rejection of the request to the SILC. In a public meeting, the SILC will discuss the public comments, review the CILs responses, and if all parties agree, the change can become approved. The technical amendment to Section 3.1 - Existing Centers, will be submitted to ACL. If there is disagreement to the proposed amendment, the Center will be notified of the reasons that the proposed changes were not agreed upon.

Temporary Changes (if applicable) Other (if applicable)

Review Status: Approved

Section 4: Designated State Entity

4.0 - DESIGNATED STATE ENTITY

Virgin Islands Department of Human Services will serve as the entity in Virgin Islands, U.S. 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.

4.1 - DSE RESPONSIBILITIES

- receive, account for, and disburse funds received by the State under this chapter based on the plan;
- 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;
- keep such records and afford such access to such records as the Administrator finds to be necessary with respect to the programs;
- submit such additional information or provide such assurances as the Administrator may require with respect to the programs; and
- 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

Administrative and staffing support provided by the DSE.

Virgin Islands Department of Human Services is the Designated State Unit for Vocational Rehabilitation and the Designated State Entity Virgin Islands Statewide Independent Living Council. DHS will provide internal staffing support to receive, account for, and disburse state and federal funds allocated for the Virgin Islands Statewide Independent Living Council Resource Plan, Center for Independent Living operations with Part B and state funds, and/or State Plan for Independent Living objectives, in accordance with the approved State Plan for Independent Living and with applicable state and federal law, as per Title VII requirements of the Designated State Entity. The DSE in Virgin Islands will retain 5% portion of Title VII Part B funding for administrative purposes.

The DSE will not provide staffing for the operation of the SILC.

4.3 - STATE-IMPOSED REQUIREMENTS

State-imposed requirements contained in the provisions of this SPIL including:

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

State-imposed requirements contained in the provisions of this SPIL including:

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

At this time, there are no additional state-imposed requirements that limit, expand, or alter the requirements of the SPIL.

At this time, there are no additional state-imposed requirements that limit, interfere with, or alter SILC autonomy in fulfilling its duties, authorities, and responsibilities.

4.4 - GRANT PROCESS & DISTRIBUTION OF FUNDS

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

Instructions: Describe the processes, policies, and procedures to be followed by the DSE in the awarding of grants of Part B funds including: (all of the following are required)

Process for soliciting proposals

Continuation Awards

Current Centers eligible for funding will receive contracts in amounts consistent with the funding distribution outlined in Section 3.2 Expansion and Adjustment of Network. DSE will follow the distribution plan for funding as outlined in the SPIL when funding CILs.

Part B and State funds will be allocated through annual contracts from the DSE. Prior to the start of the grant year, Centers will be notified of their award amount. The Centers will then prepare the budget in accordance with the DSE standard contracting practices for approval. Once approved, the DSE will issue a contract to the Center.

Centers may request a portion of no more than 25% at the commencement of their contract as an advance payment. Afterwards, Centers will submit monthly invoices to the DSE for payment. After review, prompt payment will be made electronically to the Centers.

New Awards

New awards for CILs will be determined based on the process as outlined in Section 3.2 Expansion and Adjustment of the Network in determining the availability of new awards.

If a new award to a Center were to be needed to serve an unserved area, a competitive process will be utilized as appropriate and in accordance with the SPIL. The process for development of the proposal will follow any applicable state policies and procedures for soliciting of proposals. The DSE will draft the initial Request for Proposals and receive input from the SILC prior to being distributed for responses.

Development of format for proposals

Development of Proposals

If a new award were to be issued to an organization wanting to receive funding as a Center for Independent Living, the DSE will work in conjunction with the SILC on developing a proposal that will align with the plans in Section 3.2 for expansion and adjustment of the network.

The proposal will ensure the organization meets the requirements in Section 725 of the Rehab Act.

Process for reviewing proposals and who reviewers will be

Proposal Review

A review committee will be established by the DSE in collaboration with the SILC. Review will have emphasis on the proposal's adherence to the philosophy of Independent Living, including consumer-control, all core-service provision, and demonstrated compliance with Section 725 of the Rehabilitation Act.

Process for evaluating performance and compliance of grantees

Process for Evaluation of Performance and Compliance

The DSE maintains processes for the review of performance and compliance as outlined in Section 4.5 of the SPIL. Compliance of the CILs is reviewed through the annual submission of the Annual Program Performance Report.

4.5 - OVERSIGHT PROCESS FOR PART B FUNDS

The oversight process to be followed by the DSE.

Oversight Process for Part B and other funds distributed to CILs and SILC by DSE

The DSE has a Monitoring and Compliance Unit that regularly reviews and monitors provider services. The Provider Monitoring and Compliance Unit collaborates with providers on any corrective action plans resulting from these reviews to help improve service quality and billing/reporting accuracy.

Contract monitoring is the systematic review of a service provider's records, business processes, deliverables, and activities to ensure compliance with the terms and conditions of the contract. The goal of contract monitoring is to protect the health and safety of individuals that receive services, ensure delivery of quality goods and services, and protect the financial interest of the state. Monitoring includes planned, ongoing, periodic, or unscheduled activities that cover financial, programmatic, and administrative components.

The DSE utilizes two Government of the Virgin Islands enterprise system software to provide oversight of the Part B funds, namely, the Tyler Munis ERP and the eCivis Grant Management System for financial management. Both systems are managed by the Virgin Islands Department of Finance, Office of Management and Budget, and the Department of Human Services.

DSE shall follow procedures as required in Virgin Islands Code Title 2 Section 203 regarding conducting audits.

4.6 - 722 VS. 723 STATE

722 State

Review Status: Approved

Section 5: Statewide Independent Living Council (SILC)

5.1 - ESTABLISHMENT OF SILC

How the SILC is established and SILC autonomy is assured.

The SILC is an autonomous non-profit organization that is governed by Section 705 of the Rehabilitation Act of 1973; the DSE or CIL cannot dictate the activities of the SILC.

The SILC operates in accordance with the By-Laws and the Virgin Islands community's needs towards independent living.

The members are appointed by the Governor of the Virgin Islands and make up a cross section of all three islands.

The board officers are voted on by the board and the members serve three-year terms. Recruitment will be ongoing as there may be a need to replace a member due to resignation, relocation or expired term. Members can serve more than one term.

Committees will have specific tasks to ensure the SILC remains staffed and in compliance. By law, the majority of the board must be people with disabilities and the appointed Chairperson must be an individual with a disability.

Autonomy

The ongoing autonomy of the SILC is assured by the structure and placement of the Council. Since the SILC does not exist within any other state agency or within the DSE, the SILC operates under approved bylaws and operating policies created and approved by the members of the SILC.

The Executive Director of the SILC is appointed by and reports only to the SILC. Additional staff of the SILC are hired by and report to the Executive Director.

There are no conditions or requirements that are imposed by the DSE or any other entity that may compromise the independence of the SILC. The SILC and the DSE work hard to maintain the independence of the SILC by not having language in grant award agreements that may inadvertently compromise the SILC's autonomy.

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 sources may include "Innovation and Expansion (I&E) funds authorized by 29 U.S.C. 721(a)(18); Independent Living Part B funds; State matching funds; [state allotments of Vocational Rehabilitation funding;] other public funds (such as Social Security reimbursement funds); and private sources."

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 sources may include "Innovation and Expansion (IandE) funds authorized by 29 U.S.C. 721(a)(18); Independent Living Part B funds; State matching funds; [state allotments of Vocational Rehabilitation funding;] other public funds (such as Social Security reimbursement funds); and private sources."

Necessary and Sufficient Resources

The VISILC Resource Plan includes at a minimum:

- Innovation and Expansion (IandE) Funding
 - Contract for \$70,000 of Innovation and Expansion (IandE) funding from Opportunities for Virgin Islanders with Disabilities annually.
- State General Revenue Funds (GRF)
 - At present, we hope that a line item will be added to the local budget. The line item will be used to match the IandE funds for the SILC, as well as to match the Title VII Part B award that will be distributed to the SILC, CILs and DSE. The remaining balance is transferred to the SILC for Operations as part of the Resource Plan. Funds estimated to be \$419,179 subject to match requirements.
- In-kind support
 - In-kind support will be contributed by the SILC members in their time spent advancing the mission of the SILC and the SPIL.
- Title VII Part B Funds
 - At present, the SILC does receive 30% of the VII Part B funds.

The SILC Resource Plan supports all of the following:

- Staff/personnel cost
 - includes the resources for an Executive Director, additional staff, and fringe cost associated in order to maintain the operations of the SILC.
- Operating Expenses
 - includes but not limited to the administrative cost, rent, applicable utilities and maintenance, office supplies and equipment, telephone and internet services, accounting, insurance, dues and subscriptions, and other necessary operating and contractual expenses.
- Council compensation and expenses
 - As outlined in the Member Policies of the SILC, SILC members can be reimbursed for expenses to participate in SILC meetings and activities, reasonable accommodations, and other expenses. Members are not compensated, but if eligible, some Members may claim a stipend if unemployed or otherwise uncompensated for attending to business of the SILC.
- Meeting expenses
 - Includes, but is not limited to, the cost of meeting spaces, technology for meetings, website platform, reasonable accommodations, alternate formats, and other necessary costs.

- Training resources
 - Includes the cost of Members and staff to attend training both in and out of state, conference, travel, per diem, and lodging as well as services of experts to provide trainings.
- Other
 - additional resources for professional services, consultants, and other necessary costs to advancing the work of the SILC and the Mission of the SPIL.

The Resource Plan ensures the SILC's ability to perform the duties and all authorities of SILC:

- Duties. - The Council shall
- develop the State plan as provided in section 704(a)(2);
- monitor, review, and evaluate the implementation of the State plan;
- meet regularly, and ensure that such meetings of the Council are open to the public and sufficient advance notice of such meetings is provided;
- submit to the Administrator such periodic reports as the Administrator may reasonably request, and keep such records, and afford such access to such records, as the Administrator finds necessary to verify the information in such reports; and
- as appropriate, coordinate activities with other entities in the State that provide services similar to or complimentary to independent living services, such as entities that facilitate the provision of or provide long-term community-based services and supports.

Process used to develop the Resource Plan.

The Resource Plan was prepared by the SILC in conjunction with the DSE according to Section 705(e)(1) of the Rehabilitation Act. The Resource Plan includes funding to provide necessary and sufficient staffing and personnel to perform the Duties of the SILC.

All funds included in the plan are based upon prior years of financial information and commitment from the DSE, subject to state appropriation amounts. Should changes in appropriations occur, the SILC in consultation with the DSE, will develop a plan to address the changes in the SILC resource plan.

The DSE ensures the inclusion of language in the WIOA Combined State Plan that provides access to Innovation and Expansion funding to support the operations of the SILC so that all Title VII Part B funding can be directed to the Centers for Independent Living.

The SILC and DSE have worked to maintain an effective partnership between the two organizations and will continue to do so throughout the timeline of the SPIL in the development and support of the SILC Resource Plan.

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

The SILC submits a spending plan at the start of each fiscal year and once funds are disbursed and appropriated; An expenditure report is submitted.

Innovation and Expansion - These funds are reimbursed monthly following the invoicing practices from the DSE as outlined in Section 4 of the SPIL. The DSE makes prompt payment of all invoices after review to ensure that expenses are within the budget for the funds that SILC has developed and submitted to the DSE.

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

The SILC seeks reimbursement from DSE for activities and initiatives that surpass the appropriate funds. A request for reimbursement is submitted and entered in the requisition process for approval. Once approved and a purchase order is received, the payment will be disbursed to SILC.

5.3 - MAINTENANCE OF SILC

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

Instructions: Describe the process used by the State to appoint members to the SILC who meet the

composition requirements in section 705(b). Indicate who appoints members to the SILC, how the State ensures that the SILC composition and qualification requirements are met, how the chair is selected, how term limits are maintained, and how SILC vacancies are filled. Describe how the specific SILC-staffing requirements listed in the SPIL Instrument will be addressed. Concisely describe or cite relevant written policies, procedures, by-laws, technical assistance, and monitoring activities, or other practices.

Describe how the State will ensure that: (all of the following are required)

The SILC is established and operating

Through the development of standard operating policies and procedures or an official contract, the SILC will have the authority to recruit and execute the council's requirements, including membership and composition.

Appointments are made in a timely manner to keep the SILC in compliance with the Act

The SILC Board would nominate potential members for the Governor to appoint to the board.

Periodically, the staff of the Governor's office confirm with the SILC the current membership, the status of any individuals seeking reappointment, and the potential members. This regular update also includes verifying term limits of any individuals currently serving on the SILC.

This regular update also includes verifying term limits of any individuals currently serving on the SILC.

The SILC is organized in a way to ensure it is not part of any state agency

The SILC is an independent non-profit agency within the Virgin Islands. The SILC is not within any other state agency, including the DSE. The VI SILC staff, including the Executive Director, are not state employees and report only to the Council.

The SILC has the autonomy necessary to fulfill its duties and authorities, including "[working] with CILs to coordinate services with public and private entities, . . . conducting resource development, and performing such other functions . . . as the [SILC] determines to be appropriate

Staffing of SILC

The SILC Executive Director, consistent with state law, is managed, supervised, and evaluated by the appointed SILC Members. The other staff of SILC is managed, evaluated, and supervised by the Executive Director in accordance with the approved SILC personnel policies. Personnel policies of SILC are approved and reviewed periodically by the SILC.

SILC Operations

The SILC operates in following the approved policies that ensure that SILC has the autonomy to operate and conduct its required duties and the granted authorities:

- SILC Bylaws
- Member Policies and Procedures
- Fiscal Policies and Procedures
- Personnel Policies

Necessary and sufficient resources are provided for the SILC Resource Plan to ensure the SILC has the capacity to fulfill its statutory duties and authorities

The SILC members all receive a proposed budget developed by the SILC Treasurer and SILC Staff. After review and amendment, the SILC will vote on the approval of the budget. At all SILC meetings the full Council receives regular financial statements, as well as a review of budget to actual expenditures.

Several processes are in place to ensure proper internal controls including the Treasurer reviewing each month's bank statements, check signing limits, and monthly detailed invoices with documentation submitted to the DSE supporting the proper expenditure of federal funding.

The State and the DSE have maintained commitment to ensuring that necessary and sufficient resources have been allocated to the VI SILC on an ongoing basis.

Review Status: Approved

Section 6: Legal Basis & Certifications

6.1 - DESIGNATED STATE ENTITY

The state entity/agency designated to receive and distribute funding, as directed by the SPIL, under Title VII, Part B of the Act is Virgin Islands Department of Human Services.

Authorized representative of the DSE Denelle Baptiste. Title: Assistant Commissioner.

6.2 - STATEWIDE INDEPENDENT LIVING COUNCIL (SILC)

The Statewide Independent Living Council (SILC) that meets the requirements of section 705 of the Act and is authorized to perform the functions outlined in section 705(c) of the Act in the State is Virgin Islands Statewide Independent Living Council.

6.3 - CENTERS FOR INDEPENDENT LIVING (CILS)

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

Virgin Islands Association for Independent Living Inc

6.4.A

The SILC is authorized to submit the SPIL to the Independent Living Administration, Administration for Community Living.

Yes

6.4.B

The SILC and CILs may legally carryout each provision of the SPIL.

Yes

6.4.C

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

Yes

Review Status: Approved

Section 7: DSE Assurances

DSE ASSURANCES

Denelle Baptiste acting on behalf of the DSE Virgin Islands Department of Human Services located at:

Street:

City:

State:

Zip Code:

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;

7.4

The DSE assures that the SILC is established as an autonomous entity within the State as required in 45 CFR 1329.14;

7.5

The DSE will not interfere with the business or operations of the SILC that include but are not limited to:

1. Expenditure of federal funds
2. Meeting schedules and agendas
3. SILC board business
4. Voting actions of the SILC board
5. Personnel actions
6. Allowable travel
7. Trainings

7.6

The DSE will abide by SILC determination of whether the SILC wants to utilize DSE staff:

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

7.7

The DSE will fully cooperate with the SILC in the nomination and appointment process for the SILC in the State;

7.8

The DSE shall make timely and prompt payments to Part B funded SILCs and CILs:

1. When the reimbursement method is used, the DSE must make a payment within 30 calendar days after receipt of the billing, unless the agency or pass-through entity reasonably believes the request to be improper;
2. When necessary, the DSE will advance payments to Part B funded SILCs and CILs to cover its estimated disbursement needs for an initial period generally geared to the mutually agreed upon disbursing cycle; and
3. The DSE will accept requests for advance payments and reimbursements at least monthly when

electronic fund transfers are not used, and as often as necessary when electronic fund transfers are used, in accordance with the provisions of the Electronic Fund Transfer Act (15 U.S.C. 1693-1693r).

DSE SIGNATURE SECTION

Denelle Baptiste

Name of DSE Director/Authorized Representative

Assistant Commissioner, VI Department of Human Services

Title of DSE Director/Authorized Representative

Denelle G Baptiste

Electronic Signature

09/11/2024

Date

I understand that this constitutes a legal signature

Review Status: Approved

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

8.1 - SILC ASSURANCES

Deborah Gray acting on behalf of the SILC Virgin Islands Statewide Independent Living Council located at:

Street: #8 Rem Annas Retreat

City: St Thomas

State: VI

Zip Code: 802

45 CFR 1329.14 assures that:

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

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 timelines for advance notice to the public of SILC meetings in compliance with State and federal law and 45 CFR 1329.15(a)(3);
 - 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;

ii. 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;

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

iv. 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.

SILC SIGNATURE SECTION

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

Deborah Gray

Name of SILC Chair

Deborah Gray

Electronic Signature

09/09/2024

Date

I understand that this constitutes a legal signature

Review Status: Approved

Section 9: Signatures

SIGNATURES

The signatures below are of the SILC chairperson and at least 51 percent of the directors of the centers for independent living listed in section 6.3. These signatures indicate that the Virgin Islands 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 10/01/2024

SILC SIGNATURE SECTION

Deborah Gray
Name of SILC Chair
Deborah Gray
Electronic Signature
09/09/2024
Date
I understand that this constitutes a legal signature

CIL SIGNATURE SECTION

Virgin Islands Association for Independent Living, Inc.
Name of Center for Independent Living
Monique Bute
Name of CIL Director
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Electronic Signature
09/05/2024
Date

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