

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: West Virginia

FISCAL YEARS: 2025-2027

Effective Date: 10/01/2024

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EXECUTIVE SUMMARY

The mission statement for the IL Network in West Virginia is "To ensure all West Virginians have access to CILs and IL Services." In keeping with that mission, the 2025-2027 State Plan for Independent Living is focused on the maintenance and expansion of the WV Independence Network (WIN), the collective body of the Centers for Independent Living.

The WIN will vigorously provide services needed to ensure individuals can live independently through expansion and enhancement of transition, employment, and transportation needs. Our areas of focus to maximize positive outcomes will include:

- Establish relationships with area schools
- Provide outreach to at risk populations
- Establish relationships with area senior living facilities, service coordinators, and social workers
- Expand outreach to DRS offices to reach all 55 counties
- Expand Pre-ETS services for 14 to 21 year-olds
- Establish and enhance relationships with DRS counselors and school counselors
- Establish conversations with lawmakers and state agencies to expand rural transportation in WV

A detailed design for a statewide network of CILs, including a map of service areas for statewide coverage, has been crafted to ensure not only statewide coverage but also reasonable service areas for CILs that eliminates unserved and underserved areas and provide ready access to each CIL for individuals with disabilities throughout the service area. To achieve full implementation of the design for a statewide network of CILs, several objectives have been established that focus on:

- Increased awareness of CILs and what they do
- Increased sense of value of CILs
- Increased opportunities for input and feedback
- Advocacy to increase resources to implement the design.

Efforts to accomplish these will be directed at people with disabilities, the public, and policymakers

and will be achieved in several ways including:

- Increased awareness of CILs and what they do:
- Expand and build on the new "IL brand" of WIN that distinguishes CILs from other entities that have co-opted the term "independent living" and that clarifies that CILs are not places people with disabilities live.
- Maximizing opportunities to educate using an exhibit/display about CILs, a video about CILs and IL Services, listening sessions, a public forum during the legislative session each year, and a summit.
- Increased sense of value of CILs:
- Increase awareness of CIL services and activities.
- Gathering personal stories of individuals with disabilities that receive services from CILs, demonstrating the impact and value of CILs.
- Development of a video about CILs and services showing the difference made in the lives of CIL consumers.
- Increased opportunities for input and feedback:
- Providing opportunities for input and feedback using: Facebook, Digital Surveys, public forums, consumer satisfaction surveys, and outreach activities in targeted areas for new CILs.
- Advocacy to increase resources to implement the design
- Increased outreach in target areas for new CILs to identify and develop leaders to organize grassroots support, support development of and serve on new CIL boards.
- Continue hosting the annual IL Day at the Capitol to educate policymakers on the value of CILs.
- Educate interested groups about how to start a new CIL and what is required by state and federal law.

The 2025-2027 State Plan for Independent Living also includes:

- A chart of services currently being provided by the existing CILs as well as a description of their service areas.
- A financial plan showing current resources and their uses and a chart with detailed uses of the federal and state funds governed by this plan.
- An outreach plan detailing activities to be implemented to reach out both statewide and targeting priority areas for a new CIL.
- A detailed evaluation plan to monitor, review and evaluate the implementation of this plan.

The Statewide Independent Living Council (SILC), Centers for Independent Living (CILs), and the Designated State Entity (WV Division of Rehabilitation Services) will continue to work closely with each other to coordinate efforts to maximize resources to support community life for people with disabilities. Many entities are represented on the SILC, which provides opportunities for coordination and the SILC participates in many collaborations at the state level, taking every opportunity to ensure CILs are maximized, and the IL philosophy is infused. The SILC, CILs, and DSE will also work with other entities to coordinate services, emergency preparedness and response, and increased awareness and protection of rights and access.

The back sections of the plan focus on legal assurances and authorities as well as the signatures of the SILC Chairperson and the Director of the Designated State Entity agreeing to comply with them. The last section includes the signatures of the SILC Chairperson and the CIL Directors agreeing to the content of the plan and authorizing its submission to the Administration for Community Living, US Department of Health and Human Services.

It is not anticipated that all the goals and objectives can be achieved in the three years covered by this plan. But public input over many years has demonstrated that individuals who have access to a CIL value it greatly and that individuals who do not have access to a CIL decidedly want a CIL in their area. Therefore, the partners represented on the SPIL Team which wrote this plan and include the SILC, all CILs and the DSE, made the conscious decision to focus the plan on building that network. These efforts will be continued until every individual with a disability in West Virginia has access to a CIL and all the services the CILs provide.

Section 1: Mission, Goals, Objectives, and Activities

1.1 - MISSION

Mission of the Independent Living Network and the SPIL

The mission of the WV IL Network is: "To ensure all West Virginians have access to CILs and IL Services."

1.2 - GOALS

Goals of the SPIL

Goal #1: Expand and enhance existing transition services.

Goal #2: Expand Employment services for people with disabilities.

Goal #3: Develop a plan to expand transportation in all areas of WV.

Goal #4: Expand the network of centers for independent living statewide.

Goal #5: Ensure centers for independent living (CILs) have sufficient resources to provide the Community Living Services Program (CLSP) Services in a timely manner.

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: Expand and enhance existing transition services.

Objective #1.1: WIN partners will expand and enhance youth transition services.

Measurable Indicators:

Indicator #1.1.1: Number of transition services provided to youth will increase by 5% each year.

Other Objective info and/or Activities (optional):

Objective Info #1.1.1: a. Establish relationships with area schools.b. Provide in-school trainings.c. Provide other CIL services as needed.

Geographic Scope: Statewide

Objective #1.2: WIN partners will expand and enhance transition and diversion services from institutional settings.

Measurable Indicators:

Indicator #1.2.1: Number of persons benefitting from diversion grants across the state will increase by 5% each year.

Other Objective info and/or Activities (optional):

Objective Info #1.2.1: a. Provide outreach to at risk populations.b. Establish relationships with area senior living facilities.c. Establish relationships with area service coordinators and social workers.d. Assist other entities in the application process.

Geographic Scope: Statewide

Goal #2: Expand Employment services for people with disabilities.

Objective #2.1: WIN partners will provide employment assistance through CRP services.

Measurable Indicators:

Indicator #2.1.1: Number of persons benefiting from employment assistance will increase by 3% from the previous year.

Other Objective info and/or Activities (optional):

Objective Info #2.1.1: a. Provide outreach to DRS offices in each county.b. Expand Pre-ETS services for 14 to 21 year-olds.c. Establish and enhance relationships with DRS counselors and school counselors.

Geographic Scope: Statewide

Goal #3: Develop a plan to expand transportation in all areas of WV.

Objective #3.1: Establish conversations with stakeholders to establish rural transportation services.

Measurable Indicators:

Indicator #3.1.1: Interest in developing rural transportation services exists by using current statewide infrastructure.

Other Objective info and/or Activities (optional):

Objective Info #3.1.1: a. Start conversations with lawmakers and state agencies to expand rural transportation in WV.

Geographic Scope: Statewide

Goal #4: Expand the network of centers for independent living statewide.

Objective #4.1: West Virginians understand and value centers for independent living (CILs).

Measurable Indicators:

Indicator #4.1.1: Data collection methods indicate an increase in understanding and valuing of CILs of 15%.

Other Objective info and/or Activities (optional):

Objective Info #4.1.1: a. Develop a video with before & after interviews with CIL consumers to share at events and with the public to increase understanding a valuing of, and gain support for, CILs.b. CILs will reach out with social media to promote CILs to consumers.c. CILs will promote local activities to secure media coverage and increase public understanding of CILs and their value.

Geographic Scope: Statewide

Objective #4.2: Policymakers understand and value the impact of CILs on the lives of West Virginians with disabilities.

Measurable Indicators:

Indicator #4.2.1: Data collection methods indicate an increase in understanding and valuing of CILs of 15%.

Other Objective info and/or Activities (optional):

Objective Info #4.2.1: a. Educate Legislators about the value of CILs, as demonstrated by, video, personal stories, demographics, and CLSP data.b. Identify a new liaison from the Governor's Office. c. Conduct "Independent Living Day" at the Capitol to bring attention to CILs and educate legislators, staff, and advocates about the value of CILs.

Geographic Scope: Statewide

Objective #4.3: Grassroots support for a statewide network of CILs exists.

Measurable Indicators:

Indicator #4.3.1: Based on information gathered at SPIL input events and data gathered in outreach efforts, grassroots support increased 15%.

Other Objective info and/or Activities (optional):

Objective Info #4.3.1: a. Strengthen the partnership between the SILC, CILs, and other partners and stakeholders. b. SILC, CILs, and other partners and stakeholders engage in advocacy efforts to build support for a statewide network of CILs. c. Maintain a presence on social media to allow interested individuals to follow the development and progress of a CIL in their area.

Geographic Scope: Statewide

Objective #4.4: Resources exist and are available to support a statewide network of CILs

Measurable Indicators:

Indicator #4.4.1: CIL line item established in West Virginia state budget and funded at \$1 million.

Other Objective info and/or Activities (optional):

Objective Info #4.4.1: a. Make statewide network of CILs a standard agenda item at each quarterly WVSILC meeting to work on identifying resources and support. b. Educate Legislators and the Governor about the resources needed to fully implement the SPIL and the design for a statewide network of CILs. c. Research potential funding opportunities and secure funding to support a statewide network of CILs.

Geographic Scope: Statewide

Goal #5: Ensure centers for independent living (CILs) have sufficient resources to provide the Community Living Services Program (CLSP) Services in a timely manner.

Objective #5.1: Policymakers understand and value the impact of CLSP on the lives of West Virginians with disabilities and provide CILs with the capacity provide services statewide.

Measurable Indicators:

Indicator #5.1.1: Indicator 1: State appropriation for Independent Living Services increased by 200%. Indicator 2: CIL resources for CLSP staff increase by 100%. Indicator 3: The average amount of time an individual spends on the waiting list is reduced by 25%. Indicator 4: Data collection methods indicate an increase in understanding and valuing of CILs of 20%.

Other Objective info and/or Activities (optional):

Objective Info #5.1.1: a. Educate Legislators and the Governor about the limitations on providing services, the waiting list, and the need for a statewide network of CILs in order to ensure statewide access to CLSP. b. Research and secure potential funding sources to ensure CILs have the capacity and sufficient, diversified funds to provide CLSP services in a timely manner and eliminate the waiting list. c. Prepare and distribute an annual report on CLSP, services provided, individuals served, the waiting list for services, the unmet need, and what happens to individuals while they are waiting for services. Post report on the SILC and CIL websites. d. Collect and share videos of personal before and after stories of the benefits of CLSP services. e. Educate partners and allies about the value of the CLSP program and the unmet needs of that program.

Geographic Scope: Statewide

1.4 - EVALUATION

Evaluating the effectiveness of the State Plan is the responsibility of the Administrative Committee of the WVSILC. The evaluation plan for this SPIL is detailed in the table below. The information to be gathered on each goal and corresponding objectives includes the data to be collected, the method of collecting the data, the indicators of progress and/or accomplishments, the organizations assigned to each objective and the estimated timeline for each objective.

The CILs and SILC staff will prepare quarterly reports on progress made on SPIL objectives. The SILC Administrative Committee will review quarterly reports on progress made in implementing the SPIL.

Each year of the SPIL, WIN members will provide the WVSILC with names and contact information of all applicants for the reporting period. For year one and two, WVSILC will mail postcards with 3 to 4 questions and compile the answers for the centers as well as for members of the SILC.

During the third year of the SPIL, the WVSILC, the WVDRS, and the WIN will conduct a joint statewide consumer satisfaction survey. The survey will include all applicants during the evaluation period, as well as a random sampling, by telephone, of consumers with significant disabilities still working on their goals at the center. The survey compilation will be conducted by an outside consultant who has knowledge of CILs.

1.4 - EVALUATION

Goal #1: Expand and enhance existing transition services.

Timeline	Objectives	Data to be collected	Data collection method	Organization primarily responsible for data collection
Throughout the 3 years	WIN partners will expand and enhance youth transition services.	Number of individuals served	CIL Suite	CIL
Throughout the 3 years	WIN partners will expand and enhance transition and diversion services from institutional settings.	Number of individuals transferred or diverted from institutional settings	CIL Suite CSR Records CLSP Quarterly Report	CIL

Goal #2: Expand Employment services for people with disabilities.

Timeline	Objectives	Data to be collected	Data collection method	Organization primarily responsible for data collection
Throughout the 3 years	WIN partners will provide employment assistance through CRP services.	Number of individuals that receive CRP services	CIL Suite CSR Records	CIL

Goal #3: Develop a plan to expand transportation in all areas of WV.

Timeline	Objectives	Data to be collected	Data collection method	Organization primarily responsible for data collection
Throughout the 3 years	Establish conversations with stakeholders to establish rural transportation services.	Number of private and public stakeholders interested in creating a coalition to collaborate to expand rural transportation	Contact state and private transportation services and lawmakers	SILC

Goal #4: Expand the network of centers for independent living statewide.

Timeline	Objectives	Data to be collected	Data collection method	Organization primarily responsible for data collection
Year 1	West Virginians understand and value centers for independent living (CILs).	<p>Stories from people with disabilities who have or have not received independent living services</p> <p>Create a baseline pre-understanding and value of CILs</p> <p>Data collected at end of year from SPIL Progress Reports</p>	<p>CIL Staff to identify and contact potential story tellers</p> <p>Survey Software Facebook Tracking</p> <p>Email sharing</p>	CIL, SILC
Each year during Legislative Session	Policymakers understand and value the impact of CILs on the lives of West Virginians with disabilities.	<p>Stories from people with disabilities</p> <p>Create a baseline pre-understanding and value of CILs</p> <p>Data collected at end of year from SPIL Progress Reports</p>	<p>CIL Staff to identify and contact potential story tellers</p> <p>Survey Software Facebook Tracking Email sharing</p> <p>Hold public forum during legislative session each year</p>	CIL, SILC

Timeline	Objectives	Data to be collected	Data collection method	Organization primarily responsible for data collection
Throughout the 3 years	Grassroots support for a statewide network of CILs exists.	Hits on Facebook Number of views and Shares on Facebook Donations Identify support for assisting with grassroots efforts to open a new CIL	Facebook Tracking Hold listening sessions Collect attendance count at listening sessions and track the number of individuals willing to serve on a CIL board and/or advocate for funding	SILC
Throughout the 3 years	Resources exist and are available to support a statewide network of CILs	Identify resources and support Identify potential donors/grants Collect stories from people with disabilities to share with potential donors/grantors	Have a standing SILC meeting agenda item for the CILs to discuss resources Create "Did You Know" questions to send out on emails blasts to policymakers	CIL, DSE, SILC

Goal #5: Ensure centers for independent living (CILs) have sufficient resources to provide the Community Living Services Program (CLSP) Services in a timely manner.

Timeline	Objectives	Data to be collected	Data collection method	Organization primarily responsible for data collection
Throughout the 3 years and during legislative session	Policymakers understand and value the impact of CLSP on the lives of West Virginians with disabilities and provide CILs with the capacity provide services statewide.	Waiting list total Waiting list total per county Identify resources and support Identify potential Donors Identify potential grants Collect stories from people with disabilities to share with potential donors Stories of people who have received services	CIL CLSP Staff to identify and contact potential story tellers IL Day at the Capitol during the legislative session. Measure the attendance. Share the video with businesses and potential donors CIL CLSP Staff to identify and contact potential story tell	CIL, DSE, SILC

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	\$0	\$376353	\$0	\$0	\$0	\$376353
Chapter 1, Part C	\$0	\$0	\$1094997	\$0		\$1094997
						\$1471350
Other Federal Funds						
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$250000	\$0	\$0	\$0		\$250000
Social Security Reimbursement	\$0	\$0	\$0	\$0		\$0
Other	\$0	\$0	\$0	\$0		\$0
						\$250000
Non-Federal Funds						
Part B State Match	\$0	\$0	\$0	\$0	\$0	\$0
Other State Match for Funds in SPIL	\$0	\$41817	\$0	\$0	\$0	\$41817
State Funds	\$0	\$721429	\$0	\$0	\$0	\$721429
Other	\$0	\$0	\$0	\$0	\$0	\$0
						\$763246
TOTAL	\$250000	\$1139599	\$1094997	\$0	\$0	\$2484596

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.

The amount listed in Chapter 1, Part B above, \$376,353, and the corresponding cash State Match of \$41,817 will be used by the CILs to provide IL services. Any increases in Part B funds will result in corresponding State Match increases. As a result, State funds listed for IL Services will be reduced to accommodate the match.

The State appropriation for Independent Living Services (currently at \$429,418) provides state match for Part B funds (currently \$41,817) and funding for the Community Living Services Program (CLSP) to provide home and vehicle modifications, ramps, lifts, and equipment to enable individuals with significant disabilities to remain in their own homes (using the balance of the funds - currently \$387,601).

The additional State funds listed in the Table 1.5 is \$333,828, appropriated to the DSE for the Ron Yost Personal Assistance Services Program (RYPAS). RYPAS is a state funded, consumer-controlled personal assistance services program providing reimbursements to eligible individuals

with disabilities to hire a personal assistant(s) or purchase personal assistance services. All IL Services will be provided by the CILs and funding will be distributed to the CILs. Part B funds and State IL Services will be divided by the following percentages:

Part B funds:

- Appalachian CIL - 33%
- Mountain State CILs - 33%
- Northern WV CIL(Now LiveAbility) - 33%

State IL Services funds:

- Appalachian CIL - 29%
- Mountain State CILs - 34.6%
- LiveAbility - 36.4%

Current funding amounts by source are as follows:

	CIL Name	Part B Funds	Part C Funds	State IL Services
Appalachian CIL		125,451		
		234,980		
		112,229		
Mountain State CILs		125,451		
		593,584		
		136,292		
LiveAbility		125,451		
		266,433		
		144,003		

The SILC Resource Plan will be funded with I&E (Innovation & Expansion) Funds and will be used to support SILC operations and activities to fulfill SILC Duties and Authorities. The WVSILC is electing to engage in all the Authorities and intends to conduct activities under the authorities provided for in the Act including but not limited to:

- Conduct advocacy activities to ensure state policies and services are in place, which ensure all West Virginians are valued equally and participate fully in their communities.
- Develop and implement a resource development plan to support the activities of the SILC.
- Collaborate with the CILs on resource development to expand capacity of current CILs and to establish new CILs.
- Conduct leadership development activities for current and potential SILC members and/or potential CIL board members.
- Conduct outreach to and leadership development activities for youth with disabilities.
- Educate SILC members and staff on topics determined by the executive committee which may include new federal guidance, FAQs, and regulations as well as other topics of interest.
- Conduct research to gather data on the return on investment and the economic impact of CILs.
- Collaborate with the CILs and the school system to educate youth about disability history and the IL Philosophy.

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?	Yes
Provided using other funds?	Yes
Provided By	CIL

Core Independent Living Services: IL skills 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

Core Independent Living Services: Peer counseling

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

Core Independent Living Services: Individual and systems advocacy

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 from nursing homes & other 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: 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?	Yes
Provided using other funds?	Yes
Provided By	CIL

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?	Yes
Provided using other funds?	Yes
Provided By	CIL

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

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

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	CIL

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?	No
Provided using other funds?	Yes
Provided By	CIL

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

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?	No
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?	Yes
Provided using other funds?	Yes
Provided By	CIL

Individual and group social and recreational 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

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	CIL

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	CIL

Services under other Federal, State, or local programs designed to provide resources, training, counseling, or other assistance, of substantial benefit in enhancing the independence, productivity, and quality of life of individuals with disabilities

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

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?	No
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?	No
Provided using other funds?	Yes
Provided By	CIL

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

2.1 - OPTIONAL MAP ATTACHMENT

Uploaded Document Name:

2.2 - OUTREACH TO UNSERVED AND UNDERSERVED POPULATIONS

The following definitions are established regarding CIL services:

- Served - Service area and population of individuals with disabilities have full access to a CIL.
- Unserved - No part of the area is served by a CIL.
- Underserved - Area is part of the service area of a CIL but individuals with disabilities do not have ready access to the CIL due to the size of the service area.

According to the FY 2023 PPRs, the CILs served individuals in the following proportions based on race/ethnicity: total served 1,032; total known minorities served 84 or 8.14 %; total served race known 921; total minorities served 84 or 9.12%.

The 2020 US Census indicates that the minority population in West Virginia totals 7.54% of the total population. While the CILs are serving and exceeding a proportional number of individuals with disabilities from minority populations, outreach efforts will continue to target those populations.

Outreach will be conducted by the SILC and CILs statewide that may include:

- Social Media - to reach organizations in unserved and underserved areas as well as organizations serving minority populations
- Identifying individuals willing to work with the Legislature to secure additional funding for IL Services and for CIL operations
- Fostering individuals to serve on a new CIL board and to talk to policymakers about the need for a new CIL in their area and the funding needed
- Continue to update the WIN display and use at various events in target areas
- Conduct an "IL Day" at the Legislature annually
- Conduct the "Freedom Car" annually featuring vehicles with adaptive equipment to reach organizations and individuals in unserved and underserved areas as well as organizations serving minority populations
- Reach out to WV high schools to inform staff and students what CILs do
- Visit senior living facilities to establish relationships with service coordinators and social workers

West Virginia does not have any areas that meet the definition of "urban" (a continuously built-up area with a population of 50,000 or more). All statewide outreach will include rural areas.

2.3 - COORDINATION

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

Coordination activities will continue to ensure support for integration and full inclusion of individuals with disabilities in community life. The SILC and the CILs will continue efforts to coordinate services, emergency preparedness and response, and advocacy with each other and through memberships and collaborations with the following:

- Developmental Disabilities Council
- Fair Shake Network
- Olmstead Council
- AARP WV
- Take Me Home, WV Advisory Council (Money Follows the Person project)
- Disability Rights of WV
- Legal Aid of WV
- Mountain State Justice

- FEMA Partners
 - Access & Functional Needs Work Group (for disaster planning & response)
 - ADRN Advisory Council
 - WV ABLE Advisory Council
 - Behavioral Health Planning Council
 - Weatherization Program Policy Advisory Council
 - Ron Yost Personal Assistance Services Board
 - WV Medicaid Coalition
 - People First
 - Commission for the Deaf and Hard of Hearing
 - The Arc of Harrison County
 - The Arc of the Mid-Ohio Valley
 - The Arc of the Three Rivers
 - Division of Homeland Security
 - National Guard
 - VOAD
 - Division of Rehabilitation Services Consumer Affairs Committees
 - Division of Rehabilitation Services Executive Management Group
 - WV Housing Development Fund
 - National Council on Independent Living
 - Bridging Resources WV
- SILC Ex-Officio memberships also provide opportunities for collaboration and include:
- DSE - Division of Rehabilitation Services
 - Bureau for Behavioral Health
 - Bureau of Senior Services
 - Housing Development Fund
 - Office of Special Education
 - Olmstead Coordinator
 - WV Association of Rehabilitation Facilities

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

Appalachian Center for Independent Living, Inc.

Counties Served: Boone, Calhoun, Clay, Greenbrier, Jackson, Kanawha, Nicholas, Pleasants, Putnam, Ritchie, Roane, Webster, Wirt, Wood

All Sources of Funding:

Title VII Chapter 1, Part B

Oversight Process: The DSE has a designated Program Specialist to work with the WIN to discuss expenditures, program needs, and planning. The Program Specialist is also the designated liaison for the SILC and for independent living. The DSE continuously monitors, evaluates, and reviews funds and CIL activity through reports on Part B and State IL grants and via participation in WIN meetings. The DSE also participates in SPIL progress reviews by having an active member on the Administrative Committee of the SILC. Associations are firm between the directors of the CILs which receive grants under Title VII, Part C and are fostered by the informal association of CILs - the West Virginia Independence Network, which the DSE liaison participates in as well. The DSE receives

quarterly reports on expenditures of Part B funds and State IL funds. These reports are shared with the SILC Executive Director. Permanent records are kept at the DSE Administrative Offices of all reports, meetings, and other required paperwork. The process of oversight of funds by the DSE includes: 1. Reviewing quarterly written and expenditure reports from each CIL 2. Reviewing financial reports 3. Reviewing annual reports 4. Reviewing independent audits 5. Reviewing schedule of Net Assets 6. Reviewing budget worksheets 7. Attending Board, Council, and other meeting as scheduled

Title VII Chapter 1, Part C

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State Funds

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Oversight Entity: DSE and ACL/OILP

SPIL Signatory: Yes

County Services

Boone (Full Services)

Calhoun (Limited Services)

Clay (Full Services)

Greenbrier (Limited Services)

Jackson (Limited Services)

Kanawha (Full Services)

Nicholas (Limited Services)

Pleasants (Limited Services)

Putnam (Full Services)

Ritchie (Limited Services)

Roane (Limited Services)

Webster (Limited Services)

Wirt (Limited Services)

Wood (Limited Services)

LiveAbility

Counties Served: Barbour, Berkeley, Braxton, Doddridge, Gilmer, Grant, Hampshire, Hardy, Harrison, Jefferson, Lewis, Marion, Mineral, Monongalia, Morgan, Pendleton, Pocahontas, Preston, Randolph, Taylor, Tucker, Upshur

All Sources of Funding:

Title VII Chapter 1, Part B

Oversight Process: The DSE has a designated Program Specialist to work with the WIN to discuss expenditures, program needs, and planning. The Program Specialist is also the designated liaison for the SILC and for independent living. The DSE continuously monitors, evaluates, and reviews funds and CIL activity through reports on Part B and State IL grants and via participation in WIN meetings. The DSE also participates in SPIL progress reviews by having an active member on the Administrative Committee of the SILC. Associations are firm between the directors of the CILs which receive grants under Title VII, Part C and are fostered by the informal association of CILs - the West Virginia Independence Network, which the DSE liaison participates in as well. The DSE receives quarterly reports on expenditures of Part B funds and State IL funds. These reports are shared with the SILC Executive Director. Permanent records are kept at the DSE Administrative Offices of all reports, meetings, and other required paperwork. The process of oversight of funds by the DSE includes: 1. Reviewing quarterly written and expenditure reports from each CIL 2. Reviewing financial reports 3. Reviewing annual reports 4. Reviewing independent audits 5. Reviewing schedule of Net Assets 6. Reviewing budget worksheets 7. Attending Board, Council, and other meeting as scheduled

Title VII Chapter 1, Part C

Oversight Process: The DSE has a designated Program Specialist to work with the WIN to discuss expenditures, program needs, and planning. The Program Specialist is also the designated liaison for the SILC and for independent living. The DSE continuously monitors, evaluates, and reviews funds and CIL activity through reports on Part B and State IL grants and via participation in WIN meetings. The DSE also participates in SPIL progress reviews by having an active member on the Administrative Committee of the SILC. Associations are firm between the directors of the CILs which receive grants under Title VII, Part C and are fostered by the informal association of CILs - the West Virginia Independence Network, which the DSE liaison participates in as well. The DSE receives quarterly reports on expenditures of Part B funds and State IL funds. These reports are shared with the SILC Executive Director. Permanent records are kept at the DSE Administrative Offices of all reports, meetings, and other required paperwork. The process of oversight of funds by the DSE includes: 1. Reviewing quarterly written and expenditure reports from each CIL 2. Reviewing financial reports 3. Reviewing annual reports 4. Reviewing independent audits 5. Reviewing schedule of Net Assets 6. Reviewing budget worksheets 7. Attending Board, Council, and other meeting as scheduled

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Oversight Entity: DSE and ACL/OILP

SPIL Signatory: Yes

County Services

Barbour (Full Services)

Berkeley (Limited Services)

Braxton (Full Services)

Doddridge (Full Services)

Gilmer (Full Services)

Grant (Limited Services)

Hampshire (Limited Services)

Hardy (Limited Services)

Harrison (Full Services)

Jefferson (Limited Services)

Lewis (Full Services)

Marion (Full Services)

Mineral (Limited Services)

Monongalia (Full Services)

Morgan (Limited Services)

Pendleton (Limited Services)

Pocahontas (Limited Services)

Preston (Full Services)

Randolph (Full Services)

Taylor (Full Services)

Tucker (Full Services)

Upshur (Full Services)

Mountain State Centers for Independent Living, Inc.

Counties Served: Brooke, Cabell, Fayette, Hancock, Lincoln, Logan, Marshall, Mason, McDowell, Mercer, Mingo, Monroe, Ohio, Raleigh, Summers, Tyler, Wayne, Wetzel, Wyoming

All Sources of Funding:

Title VII Chapter 1, Part B

Oversight Process: The DSE has a designated Program Specialist to work with the WIN to discuss expenditures, program needs, and planning. The Program Specialist is also the designated liaison for the SILC and for independent living. The DSE continuously monitors, evaluates, and reviews funds and CIL activity through reports on Part B and State IL grants and via participation in WIN meetings. The DSE also participates in SPIL progress reviews by having an active member on the Administrative Committee of the SILC. Associations are firm between the directors of the CILs which receive grants under Title VII, Part C and are fostered by the informal association of CILs - the West Virginia Independence Network, which the DSE liaison participates in as well. The DSE receives quarterly reports on expenditures of Part B funds and State IL funds. These reports are shared with the SILC Executive Director. Permanent records are kept at the DSE Administrative Offices of all reports, meetings, and other required paperwork. The process of oversight of funds by the DSE includes: 1. Reviewing quarterly written and expenditure reports from each CIL 2. Reviewing financial reports 3. Reviewing annual reports 4. Reviewing independent audits 5. Reviewing schedule of Net Assets 6. Reviewing budget worksheets 7. Attending Board, Council, and other

meeting as scheduled

Title VII Chapter 1, Part C

Oversight Process: The DSE has a designated Program Specialist to work with the WIN to discuss expenditures, program needs, and planning. The Program Specialist is also the designated liaison for the SILC and for independent living. The DSE continuously monitors, evaluates, and reviews funds and CIL activity through reports on Part B and State IL grants and via participation in WIN meetings. The DSE also participates in SPIL progress reviews by having an active member on the Administrative Committee of the SILC. Associations are firm between the directors of the CILs which receive grants under Title VII, Part C and are fostered by the informal association of CILs - the West Virginia Independence Network, which the DSE liaison participates in as well. The DSE receives quarterly reports on expenditures of Part B funds and State IL funds. These reports are shared with the SILC Executive Director. Permanent records are kept at the DSE Administrative Offices of all reports, meetings, and other required paperwork. The process of oversight of funds by the DSE includes: 1. Reviewing quarterly written and expenditure reports from each CIL 2. Reviewing financial reports 3. Reviewing annual reports 4. Reviewing independent audits 5. Reviewing schedule of Net Assets 6. Reviewing budget worksheets 7. Attending Board, Council, and other meeting as scheduled

State Funds

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Oversight Entity: DSE and ACL/OILP

SPIIL Signatory: Yes

County Services

Brooke (Limited Services)

Cabell (Full Services)

Fayette (Limited Services)

Hancock (Limited Services)

Lincoln (Limited Services)

Logan (Limited Services)

Marshall (Limited Services)

Mason (Limited Services)

McDowell (Limited Services)

Mercer (Limited Services)

Mingo (Limited Services)

Monroe (Limited Services)

Ohio (Limited Services)

Raleigh (Full Services)

Summers (Limited Services)

Tyler (Limited Services)
Wayne (Full Services)
Wetzel (Limited Services)
Wyoming (Limited 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.

The West Virginia Independence Network (WIN) is a coalition of CILs that provides support, resources, and services to individuals with disabilities to help them live independently and participate fully in society. The criteria for defining the WIN network typically revolve around several key principles and characteristics:

1. **Consumer Control:** CILs are typically run by and for people with disabilities. One of the defining criteria is that they prioritize consumer control, meaning that individuals with disabilities are actively involved in decision-making processes, governance structures, and the design and delivery of services.
 2. **Cross-Disability Focus:** CILs serve individuals with a wide range of disabilities, including physical, sensory, cognitive, and psychiatric disabilities. They embrace a cross-disability approach, recognizing the diverse needs and experiences of people with disabilities and providing inclusive services that address a variety of challenges.
 3. **Independent Living Philosophy:** CILs are guided by the independent living philosophy, which emphasizes the right of individuals with disabilities to make their own choices, control their own lives, and live in the community with dignity and autonomy. The focus is on empowering individuals to overcome barriers and achieve their goals through advocacy, peer support, and skill-building.
 4. **Community-Based Services:** CILs operate within the community, providing services and support tailored to the needs of local residents with disabilities. They offer a wide range of programs and resources, including independent living skills training, assistive technology assistance, advocacy, peer counseling, and information and referral services.
 5. **Accessibility and Inclusion:** Accessibility and inclusion are core principles of the WIN. CILs strive to create environments that are physically accessible, socially inclusive, and welcoming to people of all abilities. They promote universal design principles and advocate for policies and practices that remove barriers to full participation in society.
 6. **Collaboration and Partnership:** CILs often collaborate with other organizations, agencies, and stakeholders to maximize resources, coordinate services, and advocate for systemic change. They work closely with local governments, disability rights groups, service providers, and community organizations to address the needs of people with disabilities and promote inclusive policies and practices.
 7. **Empowerment and Advocacy:** CILs are committed to empowering individuals with disabilities to advocate for their rights, access resources, and navigate systems and services effectively. They provide advocacy training, support self-advocacy efforts, and engage in policy advocacy at the local, state, and national levels to promote the rights and interests of people with disabilities.
- By adhering to these criteria, CILs can effectively fulfill their mission of promoting independence, equality, and full participation for people with disabilities in their communities.

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 - Service area and population of individuals with disabilities have full access to a CIL.

Unserved - No part of the area is served by a CIL.

Underserved - Area is part of the service area of a CIL but individuals with disabilities do not have ready access to the CIL due to the size of the service area.

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

\$450,000 is the established minimum funding level for a CIL in West Virginia with the exception that follows in the details in Priority 1, when an increase more than \$400,000 is appropriated, a new CIL may be started with \$200,000.

The establishment of a statewide network of CILs is a priority of WVSILC, the WV CILs, and the disability community to ensure the availability of CIL services to all West Virginians with disabilities. Three funding sources currently support the provision of independent living services in the State: Title VII, Part C; Title VII, Part B; and state independent living funds. The following design for a statewide network of CILs is addressed by funding source and flexibility is planned as changes/increases in these funding sources occur.

Priorities for the utilization of new Title VII, Part C funding for West Virginia are: Priority 1.

Increase Title VII, Part C funding for the current centers for independent living meeting the Federal standards and indicators for CILs to achieve the established minimum funding level in order to sustain current operations, given the increased costs of operating since the CILs were originally funded, and to build the capacity of those CILs. New Part C funds shall be distributed commiserate with the percentages listed below, to increase the CIL Part C grants by the following amounts (until the identified increase amount and established minimum funding level are achieved):

- Appalachian CIL - currently \$234,980 - increase by \$215,020 to reach \$450,000 (21.4593% of all new Part C funding available until the established minimum level is reached)
- Mountain State CILs - currently \$593,584 (to operate 2 CILs) - increase by \$306,416 to reach \$450,000 per CIL (54.2087% of new Part C funding available until the established minimum funding level is reached)
- LiveAbility - currently \$266,433 - increase by \$183,567 to reach \$450,000 (24.3318% of new Part C funding available until the minimum funding level is reached)

This will require \$705,003 additional Part C funds for the existing CILs. In order to grow the network, while working to reach the minimum funding level for the existing CILs, the SILC and CILs have agreed that when the Part C appropriation provides an increase of \$400,000 or more, \$200,000 of those funds will be used to start a new CIL in the next priority area and the remainder of the funds will be distributed to existing CILs using the percentages detailed above. State funding appropriated for the general operations of CILs at \$200,000 or more will also be used to start new CILs. As new CILs are established, they will be added to that distribution and the percentages will be adjusted accordingly until all have reached the minimum funding level of \$450,000.

Priorities for establishment of new CIL(s).

Priorities for establishing new CILs, accounting for the unreasonable size of the LiveAbility's service area and allowing LiveAbility to spin off counties for new CILs, are:

Priority 2:

Spin off the following counties from LiveAbility service area to establish a new CIL: Barbour, Randolph, Tucker, and Upshur.

Then spin off the following counties from LiveAbility service area to establish an additional new CIL: Braxton, Gilmer, Harrison, and Lewis.

This will result in the remaining LiveAbility service area including Marion, Monongalia, Preston, and Taylor counties.

Priority 3:

Establish a new CIL serving the following counties: Brooke, Hancock, Marshall, Ohio, and Wetzel counties.

Priority 4:

Establish a new CIL serving the following counties: Greenbrier, Nicholas, Pocahontas, and Webster counties.+

Priority 5:

Mountain State CILs add Lincoln County to the Huntington service area and add Fayette County to the Beckley service area.

Priority 6:

As additional funding (Part C, Part B, and/or State IL funds for the general operation of CILs) becomes available, establish new CILs serving the following counties:

- Mercer, Monroe, and Summers counties;
- Doddridge, Pleasants, Ritchie, Tyler, Wirt, and Wood counties;
- Berkeley, Jefferson, and Morgan counties;
- Calhoun, Jackson, Mason, and Roane counties;
- McDowell, Mingo, Logan, and Wyoming counties; and
- Grant, Hampshire, Hardy, Mineral, and Pendleton counties.

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

Part C funds removed from, or relinquished by, an existing CIL shall be used to start a new CIL in the existing service area. If this occurs too late in the fiscal year to complete the RFP and granting process, the remaining Part C funds will be distributed to the remaining CILs based on the percentages in Priority 1 to be used to maintain and/or increase the capacity of the CILs for the remainder of that fiscal year with the RFP process begun for the subsequent fiscal year to establish a new CIL.

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

Planned CIL service area changes are detailed in Priority 1-6. Any additional changes to CIL capacity building or expanding statewide reach will be detailed and agreed upon by the SILC and CILs in a SPIL amendment.

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

New Part C funds shall be distributed commiserate with the percentages listed below, to increase the CIL Part C grants by the following amounts (until the identified increase amount and established minimum funding level are achieved):

- Appalachian CIL - currently \$234,980 - increase by \$215,020 to reach \$450,000 (21.4593% of all new Part C funding available until the established minimum level is reached)
- Mountain State CILs - currently \$593,584 (to operate 2 CILs) - increase by \$306,416 to reach

\$450,000 per CIL (54.2087% of new Part C funding available until the established minimum funding level is reached)

- LiveAbility - currently \$266,433 - increase by \$183,567 to reach \$450,000 (24.3318% of new Part C funding available until the minimum funding level is reached)

New Part B funds will be divided by the following percentages:

- Appalachian CIL - 33%
- Mountain State CILs - 33%
- LiveAbility - 33%

Any one-time funding will be distributed to the existing CIL network following the percentages in Priority 1 to be used to maintain and/or increase the capacity of the CILs.

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

Any reduction in Part C funding will be absorbed by the existing CILs following the percentages in Priority 1.

If a CIL's office space and/or equipment is destroyed, the CILs and SILC will coordinate efforts and resources to help restore operations.

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.

Planned CIL service area changes are detailed in Priority 2. Any additional changes to CIL service areas will be detailed and agreed upon by the SILC and CILs in a SPIL amendment.

Temporary Changes (if applicable) Other (if applicable)

Temporary changes to CIL service area(s) and/or funding levels would be detailed and agreed upon by the SILC and CILs in a SPIL amendment.

Section 4: Designated State Entity

4.0 - DESIGNATED STATE ENTITY

West Virginia Division of Rehabilitation Services will serve as the entity in West Virginia designated to receive, administer, and account for funds made available to the state under Title VII, Chapter 1, Part B of the Act on behalf of the State.

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.

The DSE provides no staff support to the SILC. As a non-profit corporation, and as required by Section 705 (e)(2) of the Act and 45 CFR 1329.15 (e), the SILC hires, supervises, and evaluates its own staff. Therefore, no conflict of interest exists. The SILC Resource Plan includes personnel costs as well as on-going expenses such as rent, utilities, telephones, Internet service, etc. The DSE will continue to provide technical assistance as needed. The DSE will not retain any Part B funds for administrative costs.

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 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
WV State Code, Chapter 18 Article 10M, the WV Independent Living Act, requires funding appropriated for Independent Living Services to be administered by the DSE and to be included in a line item in the DSE's section of the budget. Funding is to be distributed by the DSE as directed by the State Plan for Independent Living required by the federal Rehabilitation Act.
 - * Rule or policy implementing any Federal law, regulation, or guideline that is beyond what would be required to comply with 45 CFR 1329
None
 - * That limits, expands, or alters requirements for the SPIL
WV State Code, Chapter 18 Article 10L, the Ron Yost Personal Assistance Services (RYPAS) Act, requires funding appropriated for the program to be administered by the DSE, directly or through contract, that the program be included in the State Plan for Independent Living, and that the program be directed by the consumer controlled RYPAS board.

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

A grant funding opportunity is created in the State of West Virginia wvOASIS Financial System. Vendors eligible to apply for funding are listed within wvOASIS which is currently restricted to the three Center for Independent Living Corporations within the State of West Virginia.

Development of format for proposals

The format for the proposals is maintained within wvOASIS.

Process for reviewing proposals and who reviewers will be

The DSE employs a program specialist who serves as the liaison to the SILC and CILs and is actively involved in independent living. For example the program specialist participates in all SILC meetings, quarterly WIN meetings, and is a member of the SPIL team. The program specialist meets weekly with the SILC Executive Director.

The program specialist aided by an administrative assistant reviews and approves the 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 evaluating performance and compliance of grantees

Grantees are required to submit program and financial reports with their quarterly invoices and any non-compliance results in non-payment of the invoice.

4.5 - OVERSIGHT PROCESS FOR PART B FUNDS

The oversight process to be followed by the DSE.

The DSE has a designated Program Specialist to work with the WIN to discuss expenditures, program needs, and planning. The Program Specialist is also the designated liaison for the SILC and for independent living.

The DSE continuously monitors, evaluates, and reviews funds and CIL activity through reports on Part B and State IL grants and via participation in WIN meetings. The DSE also participates in SPIL progress reviews by having an active member on the Administrative Committee of the SILC. Associations are firm between the directors of the CILs which receive grants under Title VII, Part C and are fostered by the informal association of CILs - the West Virginia Independence Network, which the DSE liaison participates in as well. The DSE receives quarterly reports on expenditures of Part B funds and State IL funds. These reports are shared with the SILC Executive Director. Permanent records are kept at the DSE Administrative Offices of all reports, meetings, and other required paperwork.

The process of oversight of funds by the DSE includes:

- Reviewing quarterly written and expenditure reports from each CIL
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- Reviewing budget worksheets
- Attending Board, Council, and other meeting as scheduled

4.6 - 722 VS. 723 STATE

722 State

Section 5: Statewide Independent Living Council (SILC)

5.1 - ESTABLISHMENT OF SILC

How the SILC is established and SILC autonomy is assured.

The West Virginia SILC is incorporated as a non-profit (1996), has received 501(c)(3) status from the Internal Revenue Service (1997) and is independent of all state agencies, including the DSE. The WVSILC was established in State Code (§18-10M) in 2001, designating the SILC is West Virginia, as it heretofore existed under the federal rehabilitation act, as a non-for-profit corporation, and organized to meet the requirements of the federal act. The SILC develops, approves, and manages

its own budget and staff, following its own fiscal and personnel policies. The SILC develops and follows its own bylaws and policies in compliance with state and federal law.

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."

The WVSILC resource plan includes:

- \$250,000 Title I, I&E funds, minimum. The WVSILC resource plan will be re-evaluated each fiscal year to ensure this amount is adequate, necessary, and sufficient for the accomplishment of the SILC's duties and authorities.
- Any interest earned on the above funding will be budgeted and spent by the WVSILC.

To ensure timely disbursement of funds, the DSE will follow the procedures outlined in Sec. 4.4 to ensure effective operations of the SILC, present no undue hardship, and ensure uninterrupted SILC operations.

Process used to develop the Resource Plan.

The SILC executive director and the DSE director negotiated the amount of the resource plan. The SILC executive director provided current expenses and projected increases to demonstrate the amount of resources "necessary & sufficient" for the SILC to carry out its duties and authorities. Process for disbursement of funds to facilitate effective operations of SILC.

Funding for the SILC Resource Plan will be processed in accordance with a contract including quarterly schedule of advance payments. Some delays in processing payments may occur and the DSE will diligently address issues to facilitate payments, including hand-carrying invoices through the process if needed.

No conditions or requirements will be included in the SILC Resource Plan or contract that compromise the independence and autonomy of the SILC.

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

N/A

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

The State will continue to maintain the SILC as it has done in the past. The DSE will continue to

provide I&E funding and support to ensure the SILC is operating and maintained over the course of the SPIL.

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

Appointments to the SILC will continue to be made annually by the Governor, from nominations provided by the SILC. SILC policies detail the Nominations Process followed by the SILC. The SILC will continue to solicit applications statewide, review all applications received considering experience & expertise, un- and under-represented areas of the state, and diversity. Nominations will be selected, ensuring the maintenance of a majority of people with disabilities not employed by a CIL or state agency, and approved by the full SILC. Nominations and supporting documents will continue to be reviewed with the Director of the DSE, as a courtesy, and then delivered to and reviewed with staff in the Governor's Office responsible for processing appointments. SILC staff will continue to maintain records of appointments and term limits and periodically review them with the Governor's staff to ensure term records match and term limits are enforced.

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

The SILC is organized as a 501(3)c nonprofit corporation and will continue to develop its own budget and will operate with autonomy to fulfill the duties and elected authorities. The SILC will operate under bylaws, policies, and procedures developed and approved by the SILC.

SILC bylaws govern the election and term of office of the Chairperson and other members of the Executive Committee from among the voting members of the SILC. The SILC Chair is elected annually by the voting members of the Council, from among the voting members of the Council. A Chair may serve two, one-year terms consecutively. SILC vacancies are filled by individuals nominated, and appointed, to serve the remainder of the vacant term.

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

The SILC hires, supervises, and evaluates the Executive Director. The Executive Director proposes staff positions necessary to ensure capacity to fulfill SILC duties and authorities, which are approved by the SILC in the annual budget. The Executive Director hires, supervises, and evaluates staff. 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 WVSILC resource plan includes:

- \$250,000 Title I, I&E funds, minimum. The WVSILC resource plan will be re-evaluated each fiscal year to ensure this amount is adequate, necessary, and sufficient for the accomplishment of the SILC's duties and authorities.
- Any interest earned on the above funding will be budgeted and spent by the WVSILC.

To ensure timely disbursement of funds, the DSE will follow the procedures outlined in Sec. 4.4 to ensure effective operations of the SILC, present no undue hardship, and ensure uninterrupted SILC operations.

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 West Virginia Division of Rehabilitation Services.

Authorized representative of the DSE Pisnu Bua-Iam. Title: Director.

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 West Virginia 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:

Appalachian Center for Independent Living, Inc.

LiveAbility

Mountain State Centers 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

Section 7: DSE Assurances

DSE ASSURANCES

Pisnu Bua-Iam acting on behalf of the DSE West Virginia Division of Rehabilitation Services located at:

Street: 10 McJunkin Road

City: Nitro

State: WV

Zip Code: 25146

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

Pisnu Bua-Iam

Name of DSE Director/Authorized Representative

Director

Title of DSE Director/Authorized Representative

Pisnu Bua-Iam

Electronic Signature

05/31/2024

Date

I understand that this constitutes a legal signature

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

8.1 - SILC ASSURANCES

Dave Sanders acting on behalf of the SILC West Virginia Statewide Independent Living Council located at:

Street: 6908 MacCorkle Ave

City: St. Albans

State: WV

Zip Code: 25177

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:

Dave Sanders
 Name of SILC Chair
 Dave Sanders
 Electronic Signature
 05/31/2024
 Date

I understand that this constitutes a legal signature

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 West Virginia Statewide Independent Living Council and the centers for independent living in the state agree with and intend to fully implement this SPIL's content. These signatures also indicate that this SPIL is complete and ready for submission to the Independent Living Administration, Administration for Community Living, U.S. Department of Health and Human Services. The effective date of this SPIL is 10/01/2024

SILC SIGNATURE SECTION

Dave Sanders
 Name of SILC Chair
 Dave Sanders
 Electronic Signature
 05/21/2024
 Date
 I understand that this constitutes a legal signature

CIL SIGNATURE SECTION

Mountain State Centers for Independent Living, Inc.
 Name of Center for Independent Living
 Angela Adams
 Name of CIL Director
 Electronic Signature
 05/31/2024
 Date

Appalachian Center for Independent Living, Inc.
 Name of Center for Independent Living
 Meredith Pride
 Name of CIL Director
 Meredith Pride
 Electronic Signature
 06/05/2024
 Date

LiveAbility
Name of Center for Independent Living
Annetta Johnson
Name of CIL Director
Annetta Johnson
Electronic Signature
05/31/2024
Date