

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:

FISCAL YEARS:

Effective Date: October 1, 2025-Sept 30, 2027

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Executive Summary

The mission, goals, objectives, and action steps of the Utah 3-year Statewide Plan for Independent Living (SPIL) for 2025 – 2027 are defined in Section 1 of the State Plan. The mission of the Utah IL Network, and the SPIL, is people with disabilities have full access to community life, according to their individual choice, abilities, and circumstances.

The SPIL contains four goals to achieve progress toward the mission:

- People with disabilities receive effective and quality IL services leading to greater independence.
- People in Utah are aware of the issue's disability presents and the value of full participation in society.
- Youth with disabilities are participating in their communities
- Utah Public Policy reflects supports needed for people with disabilities to participate in their homes and communities

The SPIL contains objectives and action steps directed towards the achievement of these goals. The Utah Independent Living network is comprised of the six Centers for Independent Living (CIL), the Utah Statewide Independent Living Council (USILC) and the Department of Workforce Services (DWS). The Utah IL Network utilizes CIL staff, SILC members and SILC staff to work on action steps.

Section 2 includes the scope of services provided, outreach related to unserved and underserved populations, coordination of services and cooperation among programs and organizations to support inclusive community living.

Section 3 is a detailed explanation of expansion of the network, minimum funding levels for CILs, and distribution of funds.

Section 4 represents the Department of Workforce Services's (DSE) response to their administrative responsibilities related to the SPIL.

Section 5 includes the Statewide Independent Living Council's (SILC) establishment, autonomy, resource plan, appointment process, and staffing.

Section 6 provides legal certifications for the identified entities involved with authorities and responsibilities of the SPIL.

Section 7 identifies the DSE assurances and expresses the administrative role and responsibilities of the DSE.

Section 8 provides the SILC Assurances and Indicators of minimum compliance, detailing the functions, authorities, and requirements for operating as a SILC.

Section 1: Goals, Objectives, and Activities

1.1 Mission:

Mission of the Independent Living Network and the SPIL.

People with disabilities have full access to community life, according to their individual choice, abilities, and circumstances.

1.2 Goals:

Goals of the IL Network for the three-year period of the plan.

Goal 1: People with disabilities across the state receive effective and quality IL services leading to greater independence.

Goal 2: People across Utah are aware of the issues disability presents and the value of full participation in society.

Goal 3: Youth with disabilities are participating in their communities.

Goal 4: Utah Public Policy reflects supports needed for people with disabilities to participate in their homes and communities.

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: People with disabilities across the state receive effective and quality IL services leading to greater independence.

Objective 1.1: Utah's six CILs will provide IL services statewide to a minimum of 20 percent new individuals annually. Reviewed annually each December throughout this 3-year plan.

Indicator 1.1: The CIL's PPR reports, compiled by the DSE/USILC each year, will be used to measure at least 20 percent of individuals served on a statewide basis are new consumers. This will be determined by comparing the number of Consumer Information File that are opened for new individuals, to the total number of Consumer Information File recorded on the PPR Report

Potential Activities:

The CILs will provide outreach and IL services in their individual regions based on community and individual needs and available resources.

Objective 1.2 The CILs will provide IL services statewide for people with significant disabilities on an annual basis to facilitate achievement of their independent living goals. Reviewed annually each December throughout this 3-year plan.

Indicator 1.2: 70 percent of closed consumers, on an annual basis, will be closed due to completed goals.

Potential Activities:

The six CILs will provide, at a minimum, the five basic core services required by law. Utah CILs will provide services in a manner consistent with the local community needs. Services to achieve individual independent living goals are:

Information and referral: All six CILs have well established programs to provide information and referral to individuals requesting such for disability issues and services. These services include local, statewide, and national information.

Peer Support: CILs have programs where staff, volunteers, or others with disabilities serve as role models to consumers based on their individual needs.

Independent Living Skills Training: Each CIL has programs to provide the training needed for individual consumers to achieve or increase their level of independence.

Individual and Systems Advocacy: In addition to community and state level advocacy, all CILs provide individual advocacy programs to meet their consumer's needs (as defined in 34 CFR 364.4).

Transition: CILs provide services that facilitate transition from nursing homes and other institutions to the community, aid those at risk of entering institutions, and facilitate transition of youth to postsecondary life.

Additional Services:

Assistive Technology: Each Center provides assistive technology services that include evaluation, acquiring or loaning equipment, and training and follow up services. Level and scope of AT services provided in each Center depends upon availability of community-based services and state funding.

These services will be measured through outcomes identified in the contract between the Utah Department of Workforce Services and the CILs and as documented in the PPR on an annual basis

Goal 2: People across Utah are aware of the issue's disability presents and the value of full participation in society.

Objective 2.1 Through statewide outreach provided by the IL Network, people in Utah will increase their awareness of disability and disability issues on an annual basis. Reviewed annually each December throughout this 3-year plan.

Indicator 2.1: The IL Network will survey people with disabilities annually about their awareness of disability issues.

Potential Activities:

The IL Network will provide information on disability issues to individuals, a variety of community organizations and agencies, and through increased use of social media.

Objective 2.2 People with disabilities throughout the state will have opportunities to participate in community activities. Reviewed annually each December throughout this 3-year plan.

Indicator 2.2: CILs will survey consumers annually about their opportunities to participate in community activities.

Potential Activities:

The CILs will provide specific services and activities as directed by consumer needs. USILC will support the CILs and community activities promoting the participation of people with disabilities.

Objective 2.3 Develop strategies statewide to enhance accessible and affordable housing and transportation options. Reviewed annually each December throughout this 3-year plan.

Indicator 2.3: USILC and each CILs will attend local housing and transportation committees and report on activities annually.

Potential Activities:

Identify and participate in current housing and transportation planning activities, to increase awareness and provide education regarding the needs of individuals with disabilities.

Objective 2.4 The IL network will make connections in the community to increase mental health awareness and educate consumers and staff on how to find qualified professionals.

Indicator 2.4: CILs will seek out training for staff to better support consumers in finding qualified mental health professionals.

Potential activities

Coordinators keep a list of qualified therapists and treatment options in center service areas. Each center create a safety plan for staff in the event of a consumer in crisis.

Identify and participate in mental health initiatives throughout the state, to increase awareness of mental health barriers to access services.

Goal 3: Youth with disabilities are participating in their communities

Objective 3.1 The IL Network will coordinate existing youth (ages 5-24) programs and services across the state for youth with disabilities to transition to adulthood. Reviewed annually each December throughout this 3-year plan.

Indicator 3.1: Increase youth services by 10%.

Potential Activities:

The IL Network will work to establish funding for CIL's to provide services for transitioning.

The CIL's with funding will provide life skills training, advocacy, education, independent living services, peer support, etc.

The IL Network will provide outreach, awareness, training for benefits planning, post-secondary education opportunities and increase awareness about: educational, vocational, and career opportunities.

USILC will support the CILs with technical assistance (as requested) on developing youth activities that are designed to meet local needs to increase participation of youth. CILs will continue reaching out to existing groups of young adults with disabilities providing IL services based on local and individual needs

Objective 3.2 USILC will maintain a Youth Leadership Committee (YLC) to provide input to the IL network to better meet the needs of youth with disabilities. Reviewed annually each December throughout this 3-year plan.

Indicator 3.2: USILC Youth Leadership Committee will have statewide representation with a minimum of 4 quarterly meetings annually.

Potential Activities:

USILC will maintain the YLC consisting of youth members from across the state.

USILC and the CILs will encourage youth to become involved in the planning of additional activities/services.

Objective 3.3 USILC in cooperation with the CILs, will support the growth of youth leadership training initiatives statewide. Reviewed annually each December throughout this 3-year plan.

Indicators 3.3: USILC will provide a minimum of 3 annual leadership trainings for youth with disabilities.

Potential Activities:

USILC, along with the rest of the IL Network will support an increase to the number of

youths with disabilities, who receive formal advocacy and leadership training including:

- semi-annual youth leadership training
- annual youth leadership conference
- on-going alumni support

USILC with assistance of the CIL's will work to develop leadership opportunities for youth in the community.

USILC will provide legislative training to youth with disabilities.

Goal 4: Utah Public Policy reflects supports needed for people with disabilities to participate in their homes and communities.

Objective 4.1 The IL Network will coordinate legislative, local and systems advocacy efforts and assist individuals in learning effective advocacy. Reviewed annually each December throughout this 3-year plan.

Indicator 4.1: The IL Network will provide at least 3 advocacy trainings statewide annually for individuals with disabilities to learn effective advocacy.

Potential Activities:

The IL Network will offer training for people with disabilities to learn advocacy skills to be more comfortable in speaking for themselves on individual and systems advocacy topics.

The IL Network will educate State policy makers and Legislators to ensure they are aware of the needs and issues of people with disabilities. To encourage inclusive public policies, members of the IL Network will collaborate with statewide disability organizations to provide information, reflective of the supports needed by individuals with disabilities.

No State or Federal funds will be used for lobbying for public funding.

The IL Network will work to provide

- Voting rights education.
- Candidate nights.
- Pre legislative Trainings
- Legislative forums
- Education to youth on the history of IL

The IL Network will review Federal and State laws that impact IL service delivery and educate policymakers as appropriate.

Increase funding for services and supports (including AT

1.4 Evaluation

Methods and processes the SILC will use to evaluate the effectiveness of the SPIL including timelines and evaluation of satisfaction of individuals with disabilities.

Timeline	Goals	Objectives	Data to be collected	Data collection method	Evaluation	Organization primarily responsible for data collection (please check as many as apply)
<i>Reviewed annually each December throughout 3-year period</i>	Goal 1: People with disabilities across the state receive effective and quality IL services leading to greater independence.	<p>Objective 1.1: Statewide, Utah’s six CILs will provide IL services to a minimum of 20 percent new individuals.</p> <p>Potential Activities:</p> <p>The CILs will provide outreach and IL services in their individual regions based on community and individual needs and available resources.</p> <p>The CIL’s PPRs, compiled by the DSE/USILC each year, will be used to measure at least 20 percent of</p>	<i>New Consumers at each CIL</i>	<i>CILSuite via CIL’s in PPR</i>	20% new	o <i>CILs</i>

		<p>individuals served on a statewide basis are new consumers. This will be determined by comparing the number of Consumer Information File that are opened for new individuals, to the total number of Consumer Information File recorded on the PPR.</p>				
<p><i>Reviewed annually each December throughout 3-year period</i></p>	<p>Goal 1: People with disabilities receive effective and quality IL services leading to greater independence.</p>	<p>Objective 1.2 The CILs will provide IL services across the entire state for people with significant disabilities that facilitate achievement of their independent living goals.</p> <p>Potential Activities:</p> <p>The six CILs will provide, at a minimum, the five basic core services required by law. Utah CILs will provide services in a manner consistent with the local community needs. Services to achieve individual independent living goals are:</p> <p>Information and referral: All six CILs have well established programs to provide information and referral to individuals requesting such for disability issues</p>	<p><i>PPR</i></p>	<p><i>CILSuite, class tracking, and PPR</i></p>	<p><i>70 percent of closed consumers, on an annual basis, will be closed due to completed goals</i></p>	<p>o <i>CILs</i></p>

and services. These services include local, statewide, and national information.

Peer Support: CILs have programs where staff, volunteers, or others with disabilities serve as role models to consumers based on their individual needs.

Independent Living Skills Training: Each CIL has programs to provide the training needed for individual consumers to achieve or increase their level of independence.

Individual and Systems Advocacy: In addition to community and state level advocacy, all CILs provide individual advocacy programs to meet their consumer's needs (as defined in 34 CFR 364.4).

Transition: CILs provide services that facilitate transition from nursing homes and other institutions to the community, aid those at risk of entering institutions, and facilitate transition of youth to postsecondary life.

Additional Services:

		<p>Assistive Technology: Each Center provides assistive technology services that include evaluation, acquiring or loaning equipment, and training and follow up services. Level and scope of AT services provided in each Center depends upon availability of community-based services and state funding.</p> <p>These services will be measured through outcomes identified in the contract between the DSE and the CILs and as documented in the PPR on an annual basis.</p>				
<p><i>Reviewed annually each December throughout 3-year period</i></p>	<p>Goal 2: People in Utah are aware of the issue's disability presents and the value of full participation in society.</p>	<p>Objective 2.1 Through outreach provided by the IL Network, people across Utah will increase their awareness of disability and disability issues.</p> <p>Potential Activities:</p> <p>The IL Network will provide information on disability issues to individuals, a variety of community organizations and agencies, and through increased use of social media.</p>	<p><i>IL Network will track outreach activities</i></p>	<p><i>CILSuite, outreach reports, and PPR</i></p>	<p><i>Survey of random sample of individuals annually.</i></p>	<ul style="list-style-type: none"> o <i>CILs</i> o <i>DSE</i> o <i>USILC</i>

<p><i>Reviewed annually each December throughout 3-year period</i></p>	<p>Goal 2: People in Utah are aware of the issue’s disability presents and the value of full participation in society.</p>	<p>Objective 2.2 People with disabilities have opportunities to participate in community activities.</p> <p>Potential Activities:</p> <p>The CILs will provide specific services and activities as directed by consumer needs. The IL Network will support community activities promoting the participation of people with disabilities.</p>	<p><i>IL Network will track community activities</i></p>	<p><i>CILSuite, outreach reports, and PPR</i></p>	<p><i>Survey of random sample of people with disabilities annually.</i></p>	<ul style="list-style-type: none"> o <i>CILs</i> o <i>USILC</i>
<p><i>Reviewed annually each December throughout 3-year period</i></p>	<p>Goal 2: People in Utah are aware of the issue’s disability presents and the value of full participation in society.</p>	<p>Objective 2.3 Develop strategies to enhance accessible and affordable housing and transportation options.</p> <p>Potential Activities:</p> <p>Identify and participate in current housing and transportation planning activities, to increase awareness and provide education regarding the needs of individuals with disabilities.</p>	<p>Number of accessible affordable housing, monitor waiting lists, evaluate future needs for accessible affordable housing. Track the numbers of transportation options for people with disabilities, evaluates the satisfaction of</p>	<p><i>Survey of random sample of individuals with disabilities. CILSuite, class tracking, and PPR. General community reports.</i></p>	<p><i>USILC and each CILs will attend local housing and transportation committees and report on activities annually.</i></p>	<ul style="list-style-type: none"> o <i>CILs</i> o <i>USILC</i>

			transportation options for people with disabilities, and identify future needs for transportation for people with disabilities. IL Network will track housing and transportation services, goals, outreach, education and awareness activities.			
<i>Reviewed annually each December throughout 3 year period</i>	Goal 2: People in Utah are aware of the issue's disability presents and the value of full participation in society.	Objective 2.4 The IL network will make connections in the community to increase mental health awareness and educate consumers and staff on how to find qualified professionals. Potential activities Coordinators keep a list of qualified therapists and treatment options in center	Will seek out training for staff to better support consumers in finding qualified mental health professionals.	<i>PPR</i>	<i>PPR</i>	CILS SILC

		<p>service areas. Each center create a safety plan for staff in the event of a consumer in crisis.</p> <p>Identify and participate in mental health initiatives throughout the state, to increase awareness of mental health barriers to access services.</p>				
<p><i>Reviewed annually each December throughout 3-year period</i></p>	<p>Goal 3: Youth with disabilities are participating in their communities.</p>	<p>Objective 3.1 IL Network will coordinate to develop programs and services for youth with disabilities to transition to adulthood.</p> <p>Potential Activities:</p> <p>IL Network will work to establish funding for CIL's to provide services for transition.</p> <p>CIL's with funding will provide life skills training, advocacy, education, independent living services, peer support, etc.</p> <p>IL Network will provide outreach, awareness, training for benefits planning, post-secondary education</p>	<p><i>IL Network will track activities, goals, services, outcomes, supports, resources, gaps in services and opportunities for youth to successfully transition to adulthood.</i></p>	<p><i>CILSuite, committee reports, community activities, and PPR</i></p>	<p><i>Increase youth services by 10%</i></p>	<ul style="list-style-type: none"> o CILs o USILC

		<p>opportunities and increase awareness about: educational, vocational, and career opportunities.</p> <p>USILC will support the CILs with technical assistance (as requested) on developing youth activities that are designed to meet local needs to increase participation of youth. CILs will continue reaching out to existing groups of young adults with disabilities providing IL services based on local and individual needs.</p>				
<p><i>Reviewed annually each December throughout 3-year period</i></p>	<p>Goal 3: Youth with disabilities are participating in their communities.</p>	<p>Objective 3.2 USILC will maintain a Youth Leadership Council (YLC) to provide input to the IL network to better meet the needs of youth with disabilities.</p> <p>Potential Activities:</p> <p>USILC will maintain the YLC consisting of youth members of the IL Network. A member of the YLC will serve on USILC as a liaison. USILC will encourage youth to become involved in the planning of additional activities/services.</p>	<p>USILC YLC committee notes, activities, and progress.</p>	<p>USILC YLC committee reports</p>	<p><i>USILC Youth Leadership Committee will have statewide representation with a minimum of 4 quarterly meetings annually.</i></p>	<p>o <i>USILC</i></p>

<p><i>Reviewed annually each December throughout 3-year period</i></p>	<p>Goal 3: Youth with disabilities are participating in their communities.</p>	<p>Objective 3.3 USILC in cooperation with the IL Network, will support the growth of Youth Leadership training initiatives across the state.</p> <p>Potential Activities:</p> <p>The IL Network will support an increase to the number of youths with disabilities, who receive formal advocacy and leadership training including:</p> <ul style="list-style-type: none"> · semi-annual youth leadership training · annual youth leadership conference · on-going alumni support <p>Explore additional funding resources to expand the youth leadership conference.</p> <p>USILC with assistance of the CIL’s will work to develop leadership opportunities for youth in the community.</p> <p>USILC will provide legislative training to youth with disabilities.</p>	<p>USILC YLC committee notes, activities, and progress.</p>	<p>USILC YLC committee reports</p>	<p><i>USILC will provide a minimum of 3 annual leadership trainings for youth with disabilities.</i></p>	<p><i>USILC</i></p>
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<p><i>Reviewed annually each December throughout 3-year period</i></p>	<p>Goal 4: Utah Public Policy reflects supports needed for people with disabilities to participate in their homes and communities.</p>	<p>Objective 4.1 The IL Network will assist individuals in learning effective advocacy.</p> <p>Potential Activities:</p> <p>The IL Network will offer training for people with disabilities to learn advocacy skills to be more comfortable in speaking for themselves on individual and systems advocacy topics.</p> <p>The IL Network will educate State policy makers and Legislators to ensure they are aware of the needs and issues of people with disabilities. To encourage inclusive public policies, members of the IL Network will collaborate with statewide disability organizations to provide information, reflective of the supports needed by individuals with disabilities.</p> <p>No State or Federal funds will be used for lobbying for public funding.</p> <p>The IL Network will work to provide</p>	<p><i>IL Network will track activities</i></p>	<p><i>CILSuite, committee reports, and PPR</i></p>	<p><i>The IL Network will provide at least 3 advocacy trainings statewide annually for individuals with disabilities to learn effective advocacy.</i></p>	<ul style="list-style-type: none"> o <i>CILs</i> o <i>USILC</i>
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- Voting rights education.
- Candidate nights.
- Pre legislative Trainings
- Legislative forums
- Education to youth on the history of IL

The IL Network will review Federal and State laws that impact IL service delivery and educate policymakers as appropriate.

Increase funding for services and supports (including AT).

1.5 Financial Plan

Sources, uses of, and efforts to coordinate funding to be used to accomplish the 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					
Sources	Projected Funding Amounts and Uses				
	SILC Resource Plan	IL Services	General CIL Operations	Other SPIL Activities	Retained by DSE for Administrative costs (applies only to Part B funding)
Title VII Funds					
Chapter 1, Part B (including state match)		\$252,000	\$148,000		
Options for Independence		\$47,177.55	\$27,707.45		
Roads To Independence		\$19,655.37	\$11,543.63		
Utah Independent Living Center		\$58,824.36	\$34,547.64		
Ability 1 st Utah		\$21,854.27	\$12,834.93		
Active Re-Entry		\$52,875.27	\$31,312.62		
RRCI		\$51,613.38	\$30,312.62		
Chapter 1, Part C		\$642,717.24	\$331,096.76		
Other Federal Funds					
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$172,513				
Social Security Reimbursement					
Other					
Non-Federal Funds					
State Funds	\$25,000	\$3,077,163.81	\$1,807,223.19		
Other					

Description of financial plan narrative.

The Utah Department of Workforce Services (DWS) has developed a coordinated plan to meet the needs of IL consumers and comply with Federal requirements. All federal Part B funds in the amount of \$400,000 are divided among the six CIL's using an agreed upon formula to provide IL services and general CIL operations through contracts with DWS. Innovation and Expansion (Sec. 110 I&E) funds of \$172,513 and state funds of \$25,000 are contracted to USILC to fulfill its statutory duties and SPIL activities. Additional state funds (beyond match listed earlier) totaling \$3,700,423 go to the six centers. Part C funds of \$973,814 are used by the six CIL's for IL services and general CIL operations.

Federal funding used to provide IL services and support general CIL operations consists of \$400,000 (includes state match) of Part B funding, contracted through DWS as pass-through. Part C funding consists of \$973,814 contracted through ACL, directly to the Centers to support general operations and services. Innovation and Expansion (Sec. 110 I&E) funds of \$172,513 and \$25,000 of state funds are contracted as pass-through to USILC. Contracts with DWS are monitored by the DWS staff. The USOR's Specialized Services Program Coordinator provides support and direction as required. Fiscal services and support are provided by the Department of Workforce Services fiscal unit.

As required under Title VII, Section 364.4(b)(i) of the Rehabilitation Act, USILC, CILs and DWS have developed and approved for inclusion in the Utah SPIL a resource plan for the provision of resources, including staff and personnel necessary to carry out the functions of the SILC.

The method or process by which this plan was developed includes community input from six focus groups, negotiations between USILC, CILs and DWS, review and approval by USILC and the fiscal sub-committee, and the Department of Workforce Services for the administration of the Vocational Rehabilitation and Independent Living programs.

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 statewideness.

Check the appropriate boxes in the SPIL Instrument table indicating the types of IL services to be provided to meet the objectives identified in section 1.3 of this SPIL, and whether the services will be provided by the CILs or by the DSE (directly and/or through contract or grant) or other entity.

NOTE: When the SPIL is input in the approved federal reporting system (e.g., ACL Reporting), any services not marked will be eliminated in the final printable document.

Independent living services	Provided using Part B (check to indicate yes)	Provided using other funds (check to indicate yes; do not list the other funds)	Entity that provides (specify CIL, DSE, or the other entity)
<p>Core Independent Living Services, as required:</p> <ul style="list-style-type: none"> – Information and referral – IL skills training – Peer counseling – Individual and systems advocacy – Transition services including: <ul style="list-style-type: none"> • Transition from nursing homes & other institutions • Diversion from institutions • Transition of youth (who were eligible for an IEP) to post-secondary life 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>CIL</p> <p>CIL</p> <p>CIL</p> <p>CIL</p> <p>CIL</p> <p>CIL</p>
<p>Counseling services, including psychological, psychotherapeutic, and related services</p>	<p>Yes</p>	<p>Yes</p>	<p>CIL</p>
<p>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</p>	<p>Yes</p>	<p>Yes</p>	<p>CIL</p>

<p>this Act, and adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by, individuals with disabilities)</p> <p>Note: CILs are not allowed to own or operate housing.</p>			
Rehabilitation technology	Yes	Yes	CIL
Mobility training	Yes	Yes	CIL
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	Yes	Yes	CIL
Personal assistance services, including attendant care and the training of personnel providing such services	Yes	Yes	CIL
Surveys, directories and other activities to identify appropriate housing, recreation opportunities, and accessible transportation, and other support services	Yes	Yes	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	Yes	Yes	CIL and SILC

Education and training necessary for living in the community and participating in community activities	Yes	Yes	CIL and SILC
Supported living Note: CILs are not allowed to own or operate housing.	No	No	Other entities
Transportation, including referral and assistance for such transportation and training in the use of public transportation vehicles and systems	Yes	Yes	CIL
Physical rehabilitation	No	No	Other entities
Therapeutic treatment	Yes	Yes	CIL
Provision of needed prostheses and other appliances and devices	Yes	Yes	CIL
Individual and group social and recreational services	Yes	Yes	CIL
Training to develop skills specifically designed for youths who are individuals with disabilities to promote self-awareness and esteem, develop advocacy and self-empowerment skills, and explore career options	Yes	Yes	CIL
Services for children	Yes	Yes	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	Yes	Yes	CIL
Appropriate preventive services to decrease the need of individuals with disabilities for similar services in the future	Yes	Yes	CIL
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities	Yes	Yes	CIL
Such other services as may be necessary and not inconsistent with the Act			

2.2 Outreach

Identify steps to be taken regarding statewide outreach to populations that are unserved or underserved by programs that are funded under Title VII, including minority groups and urban and rural populations.

The IL Network has identified and continues to address outreach to unserved and underserved populations. These include minority groups, urban and rural populations, people living in nursing homes or other institutions, youth, seniors, and other groups identified by specific Centers. Each of Utah’s six CILs has established programs to outreach to underserved populations and areas. The six CILs are responsible for serving specific areas of the State leaving no area of the State unserved. CILs report that in their area there is still a significant number of individuals with disabilities who are underserved. This is primarily due to the lack of community resources, transportation, funding, and staff time. The IL Network will continue to identify underserved populations and provide outreach, awareness, and support the outreach plans of each CIL. In fact, census data estimates show that CILs serve less than two percent of individuals with disabilities residing in Utah. This SPIL does not designate specific geographic regions of the state as underserved but rather focuses on underserved populations.

2.3 Coordination

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

Services to IL consumers within the IL Network are provided only by CIL's in Utah through contracts with DWS. The six CIL Executive Directors work together as members of the Association of Independent Living in Utah (AILU). Representatives from DWS and USILC regularly attend the AILU monthly meetings. USILC has a member that is an appointed member of the State Rehabilitation Council.

Members of the IL Network frequently attend and/or serve on disability related councils and Boards. Some examples are: Utah Developmental Disabilities Council, Utah Assistive Technology Program, Legislative Coalition for People with Disabilities, Utah Housing Coalition, local Transportation Coordinating Councils and other relevant organizations. Collaboration promotes expansion of relationships and connections to decision-makers who can eliminate barriers to independent living, leverages funding and decreases the possibility of duplicated services.

This legislatively mandated Council consists of the directors of Utah's major disability agencies and organizations and has the ability to implement policy change. The SILC promotes inclusion of all CILs in USILC activities. USILC will actively include CIL's and the DSE staff in USILC committee activities to collaborate in the achievement of SPIL objectives. USILC and its committees are continuously involved in collaboration and networking with all of the CILs as outlined.

The IL Network Working Relationships – the following provides a list of agencies and councils that the IL Network has a working relationships with in the past three years. This list is not inclusive of every entity that the IL Network may work with during the reporting period

- Utah Division of Services for People with Disabilities
- DWS Utah State Office of Rehabilitation which includes: Vocational Rehabilitation (VR) and the State Rehabilitation Council; Utah Center for Applied technology (UCAT); Division of Services for the Blind and visually impaired (DSBVI)
- Council on Employment of People with Disabilities
- Utah Council of the Blind
- Utah Assistive Technology Program
- Utah Developmental Disabilities Council
- National Council on Independent Living (NCIL)
- Association of Programs of Rural Independent Living (APRIL)
- National Association of Statewide Independent Living Councils (NASILC)

- Utah Department of Health
- Utah Department of Human Services
- Area Agencies on Aging (AAA)
- Utah Traumatic Brain Injury Fund
- Utah Home and Community Based Services (Waiver Programs)
- United Way
- Utah Transit Association
- Statewide Food banks
- All Shelters programs throughout the state
- All Housing Authorities
- All County Health Departments throughout the state
- All County Human Services agencies

2.4 IL Networks Emergency Preparedness and Disaster Response Services

The IL Network is playing a pivotal role in addressing the often-daunting challenges individuals with disabilities and their families face during and following a disaster or other emergencies. ACL recognizes the enormous importance of CILs providing inclusive emergency preparedness and disaster response services to the lives, health, and independence of individuals with disabilities and their families. Moreover, a key element of effective emergency preparedness is to take action and put steps in place that are essential to responding to disaster before it strikes. The following Policy/Procedure is the IL Networks guidance to assist in emergency preparedness and disaster response efforts in Utah.

As all CILs receive Part C and Part B funding in Utah it's important to emphasize that CILs provide both independent living (IL) core services and additional independent living services that can be critical to assisting individuals with disabilities to maintain their health, independence and well-being during these times.

In times like these, it is important to assist all areas that are affected by an emergency and/or disaster. The IL Network will work together and develop strategies to best cover the needs of people with disabilities, CILs and staff affected by an emergency and/or disaster. The IL network in Utah meets regularly throughout the year and maintains strong ties to one another. Utah CIL's have established a MOU that is signed by all the Executive Directors to allow each other to provide services and support in any service area of the state. The MOU also allows a CIL to share their resources (funding, supplies, services, staff, etc.) in an emergency and/or disaster situation. If a CIL(s) is to share their resources with another CIL(s) an agreement will be

established to outline these resources that will be shared with the IL Network and ILA Project Officers.

CILs will provide IL services to individuals with disabilities who have been affected by a disaster or emergency who live within their designated service area and who have evacuated into their service area. CILs will meet as needed to coordinate, collaborate, and support each other in times like these.

Consumer files and services are reported by the CIL providing these services and supports.

Centers for Independent Living (CILs) and Statewide Independent Living Councils (SILCs) are increasingly playing a pivotal role in addressing the often daunting challenges individuals with disabilities and their families face during and following a disaster or other emergency. Administration for Community Living (ACL) recognizes the enormous importance of CILs providing inclusive emergency preparedness and disaster response services to the lives, health and independence of individuals with disabilities and their families. In an effort to provide effective emergency preparedness services to people with disabilities in Utah, the Utah IL Network has developed this MOA to outline the critical steps that are essential to responding to a disaster.

DISASTER SERVICE PROVISION UNDER TITLE VII

A CIL that receives Part C federal funding can provide IL services to individuals with disabilities living inside its service area at any time, including during and after a disaster or emergency situations. CILs provide both a set of core services and often additional independent living services that can be critical to assisting individuals with disabilities to maintain their health, independence and well-being during these times.

During disasters such as earthquakes, severe weather or an epidemic/pandemic, people with disabilities will require a surge of needs related to the event. These events will likely impact areas of the State differently. The IL Network will respond in various ways to assist with the needs. If the area affected is not covered by a CIL, one or more CILs in the general vicinity is certainly allowed and encouraged by ACL, to provide services to individuals with disabilities affected. Other considerations may include:

- Provide federal and/or state funding to other CILs so they can continue to provide the most critical needs of those effected by the disaster
- Require an accounting of how the funding was utilized
- Require demographic data (when possible) for the consumers who benefitted
- Require general data (when possible) related to the requirements outlined in the PPR
- Assign staff to another CIL, and pay assigned staff from the originating CIL
- Provide and share assistive technology
- Provide the use of Center owned vehicles to another CIL
- Provide computers or other technology in the event a CIL is not able to access theirs
- Provide space if a CIL is not able to access their building(s)

In an area affected by a disaster where a CIL is already providing services, but requires the assistance of another CIL, ACL and DWS expects the CIL seeking to provide disaster

response services, to collaborate with the existing CIL serving the area. ACL also strongly encourages the SILC, the Statewide CIL network, the DSE and others to work together to plan, prepare and respond to disasters and emergencies in as inclusive and effective a manner as possible. When possible, a simple written agreement will be drafted for each CIL or IL Network member providing services or funding to another CIL.

Given the need to provide services quickly in a disaster, a CIL does not need prior permission from ACL and/or DWS before providing IL services.

However, ACL and/or DWS may reach out and request a brief explanation as to how services will be provided by the one or more CILs that work in an affected area as well as signatures from the CILs providing services. The explanation should include information and documentation adequate to allow the Director of the Independent Living Administration, officials at DWS or others to understand the importance of the CILs involvement and service provision.

ACL will allow CILs to provide Part C funded independent living services to individuals during and after disasters in communities located outside their approved service area for as long as the need exists as determined by the Director in consultation with the CIL(s) and SILC(s) in the affected area(s).

Ongoing communication among all parties will enable ACL/ILA and DWS to assist the Utah IL Network and CILs with carrying out their important work.

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.

There are six Centers for Independent Living in the Utah IL federally funded network. The current CIL network is identified in the chart below. The geographic areas/counties served as listed have been long-established over several SPIL cycles. Any variance that occurs between what is listed and what ACL, the IL Network, wants to clarify for an IL catchment area should be backed by documentation and brought to the attention of the IL Network. The new information will be submitted to ACL for review and approval and incorporated into the SPIL at the next possible opportunity.

Legal name	Satellite's	Counties served	Oversight process	Over sight entity	Current sources of funding	SPIL Signatory (yes/no)
UTAH INDEPENDENT LIVING CENTER (UILC)	Tooele Satellite provides all core services	Salt Lake, Summit, and Tooele Counties	DSE works with CILs to determine oversight process outlined in contracts, which involves CIL submitting PPR, and midyear reports to DSE for part B and state funding. ACL determine oversight process for CIL's for Part C which involves submitting PPR.	DSE/ ACL	Part B, Part C, State General Revenue, Other Federal, CARES Act, Other	yes

ABILITY 1st UTAH	Ephraim Satellite provides all core services	Serving: Utah, Wasatch, Juab, and Sanpete Counties	DSE works with CILs to determine oversight process outlined in contracts, which involves CIL submitting PPR, and midyear reports to DSE for part B and state funding. ACL determine oversight process for CIL's for Part C which involves submitting PPR.	DSE/ ACL	Part B, Part C, State General Revenue, Other Federal, CARES Act, Other	yes
RRCI	Iron/Garfield Satellite Beaver Satellite Millard Satellite Sevier/Wayne /Piute Satellite Hurricane Satellite Satellites provide all core services	Serving: Millard, Sevier, Beaver, Piute, Wayne, Iron, Garfield, Washingt on, and Kane Counties	DSE works with CILs to determine oversight process outlined in contracts, which involves CIL submitting PPR, and midyear reports to DSE for part B and state funding. ACL determine oversight process for CIL's for Part C which involves submitting PPR.	DSE/ ACL	Part B, Part C, State General Revenue, Other Federal, CARES Act, Other	yes

OPTIONS FOR INDEPENDENCE	Box Elder Satellite provides all core services	Serving: Box Elder, Cache, and Rich Counties	DSE works with CILs to determine oversight process outlined in contracts, which involves CIL submitting PPR, and midyear reports to DSE for part B and state funding. ACL determine oversight process for CIL's for Part C which involves submitting PPR.	DSE/ACL	Part B, Part C, State General Revenue, Other Federal, CARES Act, Other	yes
ROADS TO INDEPENDENCE	NONE	Serving: Morgan, Weber, and Davis Counties	DSE works with CILs to determine oversight process outlined in contracts, which involves CIL submitting PPR, and midyear reports to DSE for part B and state funding. ACL determine oversight process for CIL's for Part C which involves submitting PPR.	DSE/ACL	Part B, Part C, State General Revenue, Other Federal, CARES Act, Other	yes
ACTIVE RE-ENTRY	Uintah Basin Satellite Moab Satellite Satellites provide all core services	Serving: Daggett, Duchesne, Uintah, Carbon, Emery, Grand, and San Juan Counties	DSE works with CILs to determine oversight process outlined in contracts, which involves CIL submitting PPR, and midyear reports to DSE for part B and state funding. ACL determine oversight process for CIL's for Part C which involves submitting PPR.	DSE/ACL	Part B, Part C, State General Revenue, Other Federal, CARES Act, Other	yes

Criteria to be established as a CIL and included in the CIL network: To be a CIL an organization needs to be consumer-controlled, community-based, cross-disability, nonresidential, private nonprofit agency that provides IL services. At a minimum, centers funded by either Part B, Part C or both and are required to provide the following IL core services:

- Information and referral;
- IL skills training;
- Peer counseling;
- Individual and systems advocacy; and
- Services that facilitate transition from nursing homes and other institutions to the community, provide assistance to those at risk of entering institutions, and facilitate transition of youth to postsecondary life.

CILs must meet the following standards:

- Promotion of the IL philosophy;
- Provision of IL services on a cross-disability basis;
- Support for the development and achievement of IL goals chosen by the consumer;
- Efforts to increase the availability of quality community options for IL;
- Provision of IL core services and, as appropriate, a combination of any other IL service;
- Building community capacity to meet the needs of individuals with significant disabilities; and
- Resource development activities to secure other funding sources.

The CIL's, SILC, & DSE make up the IL network in our state. Our state deals with statewide issues as a team, which allows us to maintain a statewide network & to advocate & collaborate on the SPIL. The CIL network meets on a regular monthly basis through the Association of Independent Living of Utah. This provide all state plan partners in the IL network with the opportunity to determine the need for the expansion of IL services statewide. The federal CIL directors in the state comply with the regulations.

All CILs that receive federal Part C funds are eligible to sign the SPIL

The IL network will ensure necessary training for CIL boards and Center Directors to maintain effective governance of centers. This is in an effort to make board function and responsibilities clear to maintain accountability of center director and to ensure proper financial oversight of center funds.

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 statewideness of Network.

The minimum funding level to establish a new CIL and proportionately deliver the 5 core services, and fully comply with federal law (and sustain it) with Title VII, Part C Funds is \$570,000 annually. This base funding amount was determined recently through information received from a survey conducted by the Association for Rural Independent Living in addressing the base funding standard project, which outlines that the base amount set in 1990 of \$250,000 is severely inadequate. To bring this amount to the 21st century, this amount had to increase to allow the IL network the base funding necessary to build the capacity of existing CILs and/or expand statewide by establishing branch offices and/or satellites of existing CILs.

Expansion: The plan for further expansion of the network, is to build on the existing CILs through branch office or satellite creation versus development of a new CIL. All the state's 29 counties are included in the service area of the six CILs. This does not mean that all individuals needing IL services receive them. The Network does not have sufficient resources to meet the extensive needs. Should the need arise to change service areas or the funding formula, the IL network would, in consultation with its community partners, develop an agreed upon proposal and request a SPIL amendment.

The IL Network continues to address outreach to underserved populations. These include minority groups, urban and rural populations, people living in nursing homes, youth, seniors, and other groups identified by specific Center. Each of CILs has established programs to outreach to underserved populations and areas.

The policy of the IL Network is to work to increase the capacity of the Centers to provide outreach to the underserved populations in their regions. Any new increases and or decreases in funding is based on an established formula (adopted 1998). The funding formula is as follows.

Funding Formula: 50% evenly distributed + 30% State population + 20% geographic area, unless otherwise agreed upon by the IL Network.

If IL funding (State or Federal) were lost from relinquishment or termination for IL Services, CILs and USILC's resources and regions would be evaluated, and when needed redistribute service areas amongst the existing network, while looking to transfer grants to the CIL's acquiring the additional service area. This would create a negative impact on all consumers, both of the old and new service areas. Combining additional consumers and existing consumers within multiple service areas would result in less services being provided overall, creating additional underserved populations.

Emergency Clause: In the event that any center cannot provide services due to programmatic challenges or closure, adjustments within the network will be made to help consumers in these unserved areas. This can include adjustments of center service areas agreed upon by active centers as well as distribution of resources to accommodate the needs of those areas.

Part C Funding

In the event a Title VII Part C funded Center should close or forfeit/lose funding, the Utah 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,
- ☐ Issuing a new competition for a new grant in a similar region with possible additions or reductions of counties based on the award amount,
- ☐ A redistribution of funds to existing Centers that follows the distribution as established by this Plan.

The Utah IL Network believes the opportunity to provide the Administration for Community Living input in this decision increases consumer control and upholds the Independent Living Philosophy and the intent of this Plan.

Part B/State Funds

In the event a Title VII Part B/State funded Center should close or forfeit/lose funding, the Utah IL Network will formally submit to Opportunities for Utahns 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,
- ☐ Issuing a new competition for a new grant in a similar region with possible additions or reductions of counties based on the award amount,
- ☐ A redistribution of funds to existing Centers that follows the distribution as established by this Plan.

The Utah IL Network believes the opportunity to provide Opportunities for Utahns with Disabilities with input in this decision increases consumer control and upholds the Independent Living Philosophy and the intent of this Plan.

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

As noted in section 2.2 this SPIL does not designate specific geographic regions of the state as unserved but rather focuses on underserved populations (see section 2.2 for further definition of Underserved, Unserved and Served).

Section 4: Department of Workforce Services

The Department of Workforce Services will serve as the entity in Utah 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. (*Sec. 704(c)*)

4.1 DSE Responsibilities

- (1) receive, account for, and disburse funds received by the State under this chapter based on the plan;
- (2) 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;

- (3) keep such records and afford such access to such records as the Administrator finds to be necessary with respect to the programs;
- (4) submit such additional information or provide such assurances as the Administrator may require with respect to the programs; and
- (5) 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 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.

The Department of Workforce Services (DWS) has developed a coordinated plan to meet the needs of IL consumers and comply with Federal requirements. All federal Part B funds in the amount of \$400,000 are divided among the six CIL's using an agreed upon formula to provide IL services and general CIL operations through contracts with DWS. In the event additional funds become available they are distributed according to the agreed upon formula. If a new CIL were to be established and approved as a designated CIL that CIL would receive a portion of funding based on the agreed upon formula. However, that new CIL would only receive a portion of Part B funding and any new state funding received after the establishment of the new CIL (rather than a portion of ongoing state funds). Center Directors may request to override the formula for part of funds received if they submit signed consensus to the fact. Any new CIL could be awarded a contract without engaging in a standard procurement process if Utah State Purchasing determines in writing that there is only one source for the procurement item as has been determined with other CILs.

Process for soliciting:

The Department of Workforce Services awards contracts to Utah's Centers for Independent Living based on sole source procurement pursuant to the Utah Procurement Code under subsection 63G-6a-802 (1) (a).

Development of format for proposals:

Award of contracts without engaging in a standard procurement process is appropriate if State Purchasing determines in writing that: there is only one source for the procurement item; transitional costs are a significant consideration in selecting a procurement item; or the award of a contract is under circumstances, described in rules adopted by the applicable rulemaking authority, that make awarding the contract through a standard procurement process impractical and not in the best interest of the procurement unit.

In accordance with title VII chapter 1, part C of the Rehabilitation Act, contractors must show that they are consumer controlled, community based, and have the ability to provide the core Independent Living services to eligible individuals including:

- 1-Information and referral;
- 2- IL Skills training;
- 3- Peer counseling;
- 4- Individual and systems advocacy;

5- Services that facilitate transition from nursing homes and other institutions to the community, provide assistance to those at risk of entering institutions and facilitate transition of youth to postsecondary life.

Process for reviewing proposals and reviewers:

DWS collects applications from IL Centers in Utah who meet the minimum requirements to receive federal IL funding.

DWS submits a “Notice of Intent to Award a Contract without Engaging in a Standard Procurement Process Request Form” to Utah State Purchasing along with an established Scope of Work for services and identification of the eligible CILs in Utah to receive funding based on a review of their qualifications by DWS. In this form DWS requests permission to award contracts without competition. Utah State Purchasing then must determine, in writing, that:

- there is only one source for the procurement item;
- transitional costs are a significant consideration in selecting a procurement item; or the award of a contract is under circumstances, described in rules adopted by the applicable rulemaking authority, that make awarding the contract through a standard procurement process impractical and not in the best interest of the procurement unit.

The Division of Purchasing subsequently publishes the notice of intent to award these contracts pursuant to the Utah Procurement Code to determine if there are other interested and qualified vendors who meet the specifications of the notice besides those submitted by DWS. If, after the public notice period has passed, the Division of Purchasing determines that there are other interested and qualified vendors that meet the specifications of the notice, the Division of Purchasing will not award a contract pursuant to the notice.

If, after the public notice period has passed, no valid challenges have been received, then the Division of Purchasing may give permission for DWS to award a contract(s) to the identified vendor(s) without competition.

4.3 Oversight Process for Part B Funds

The oversight process to be followed by the DSE.

DWS contracts require that CILs practice sound fiscal management. CILs must maintain for the purposes of this contract an accounting system of procedures and practices that conforms to Generally Accepted Accounting Principles (GAAP), as required by DWS, and to any other accounting requirements USOR may require.

The Utah Department of Workforce Services (DWS) has developed a coordinated plan to meet the needs of IL consumers and comply with Federal requirements. All federal Part B funds in the amount of \$400,000 are divided among the six CIL’s using an agreed upon formula to provide IL services and general CIL operations through contracts with DWS.

Process for evaluating performance and compliance of grantees:

DWS is responsible for distributing funds pursuant to CFR 1329.10. Toward this end, annual audits must be completed according to the audit requirements established in the Office of

Management and Budget (OMB) Part 200 of the Uniform Administrative Requirements and those audits must be provided to DWS. The annual financial report must include, at a minimum, a statement of the revenues and expenditures as well as a copy of any audit reports or findings. CILs must provide or allow the DWS designated staff inspection of financial statements and documentation including journal entries and other relevant financial records. The annual financial audit must be conducted in accordance with the audit requirements established in the Statement on Auditing Standards (SAS) No. 99, Management Antifraud Programs and Controls. CILs must implement all DWS audit recommendations. Fiscal monitoring of each CIL is conducted on a monthly basis to review expenditures.

In addition to fiscal monitoring, DWS conducts annual onsite contract monitoring at each of Utah's six CILs. Contract monitoring includes a comprehensive casefile review and validation of data reported in the annual PPR. A random sample of CSRs representing the five core IL services is reviewed for compliance with the standards and assurances in section 725(b) and (c) of the Act and the grant terms and conditions.

DWS also conducts a desk audit to verify compliance with contractual requirements including annual background checks and code of conduct. The desk audit includes a review of internal policies and procedures to ensure CIL staff members receive annual performance monitoring and access to salary increases when funds are available. In addition to the annual contract monitoring, the Centers submit a mid-year audit report, which is discussed at the time of annual contract monitoring visits.

4.4 Administration and Staffing

Administrative and staffing support provided by the DSE.

The Utah Department of Workforce Services, provides administration and staffing to promote the Independent Living Network in the state of Utah in accordance with 45 CFR 364.4; 45 CFR 364.22 (b).

The DSE employs one FTE IL Coordinator and one half time Executive Secretary to support the Part B program. The DWS Specialized Services Coordinator assists with management oversight and technical support. The IL Coordinator takes the lead on all monitoring activities, completes required reports, and coordinates activities with DWS centralized fiscal unit. The DSE provides additional technical assistance, liaison work, fiscal support, and consultation through DWS administration and DWS centralized fiscal management at their respective levels. Currently the DSE does not spend any Part B appropriation for administrative costs and does not intend to do so. All Part B funds are allocated to CILs through contracts. The DSE understands, however, that if it were to decide to use Part B funds for administrative costs that the amount used for administrative costs could not exceed 5% of the Part B appropriation.

DSE/SILC Staffing:

The SILC staff are not hired, fired or supervised by DSE staff, and they are not co-located with the DSE, this does not create a conflict of interest for staffing. The day-to-day SILC operations are under the purview of the Statewide Independent Living Council Board in accordance with the Rehabilitation Act of 1973 and as described in section 5.2 of this document.

The DSE will abide by SILC determination of whether the SILC want to utilize DSE staff; 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. 796(e)(3));

4.5 State Imposed Requirements

State-imposed requirements contained in the provisions of this SPIL including: (45 CFR 1329.17(g))

- State law, regulation, rule, or policy relating to the DSE’s administration or operation of IL programs
- 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

DWS does not impose any rules or guidelines outside the scope of what is required to comply with 45 CFR 1329; therefore this is not applicable.

4.6 722 vs. 723 State

Check one:

- X 722 (if checked, will move to Section 5)
 _____ 723 (if checked, will move to Section 4.7)

4.7 723 States

Order of priorities for allocating funds amounts to Centers, agreed upon by the SILC and Centers, and any differences from 45 CFR 1329.21 & 1329.22.

How state policies, practices, and procedures governing the awarding of grants to Centers and oversight of the Centers are consistent with 45 CFR 1329.5, 1329.6, & 1329.22.

Section 5: Statewide Independent Living Council (SILC)

5.1 Establishment of SILC

How the SILC is established and SILC autonomy is assured.

USILC is a 501(c)(3) nonprofit organization that was incorporated in 1995 following the revisions to the Rehabilitation Act of 1973, as amended in 1992. It is an autonomous body with control of its finances for which the DSE is the fiduciary agent. The SILC is awarded a budget amount by contract from the DSE but creates its own organizational budget and line item allocations and makes its own decisions about expenditures. USILC has two employees and contracts with its own bookkeeper to manage its own books. The Executive Director of USILC makes decisions concerning everyday operational expenses. USILC submits reimbursement request monthly and annually the DSE does a contract review. DSE contract requirements are

created using the goals within the SPIL. The council, with input from USILC staff and the public makes decisions concerning organizational and program direction. The DSE has a nonvoting representative on the council and there are no voting members that are employees of other state agencies. The placement of the SILC is not within the State's organizational structure and is located outside of State government. We lease our own office space from another local nonprofit, further distancing ourselves from the DSE.

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.

USILC is funded by Federal Innovation and Expansion funds of \$172,513 and \$25,000 of State funds a year contracted through DWS for 5 years to meet SPIL requirements.

Policies and procedures are in place for expenditure of funds and use of resources. Fiscal oversight and compliance reviews are conducted annually by the DSE. Financial Statements with Independent Accountant's Compilation Report and Additional Information is conducted annually by an external auditor.

Under contract with DSE, existing resources are identified to be used in the implementation and monitoring of the State Plan. The budget is approved and monitored by the Council.

Process used to develop the Resource Plan.

USILC and the DSE reviewed previous SPILs and historical funding to the SILC. It was determined that the contracted amount per year for 5 years would be \$197,513.

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

USILC submits monthly reimbursements. The DSE reviews the reimbursement for allowable expenses and approves the reimbursement and sends the disbursement within 30 days of submittal.

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 SILC over the course of the SPIL.

The process of appointing an individual to serve as a voting member to the USILC is as follows: The Council's Nomination/Membership Committee screens potential candidates and presents their recommendations for appointment to the Council for nomination consideration. The voting membership of the Council votes to approve or disapprove the candidates.

Approved candidates are then submitted to the Governor or Governor Appointee for consideration, those approved by the Governor or Appointee are appointed as members to the

USILC.

The Chair of the Nomination/Membership Committee is responsible to ensure that the nomination process and membership requirements as stated in the Bylaws and Federal regulations are adhered to. This includes making certain that the membership consists of at least 51% individuals with disabilities and are not employed by a State agency or CIL; and that a majority of the voting membership are individuals with disabilities and not employed by any State agency or Center.

In order to carry out the goals and objectives of the Council identified in the SPIL over each of the next three years, resources have been identified to fund the following positions.

(a) Executive Director: 1 FTE: This position is hired and evaluated annually by the Executive Committee and reports to the Council Chair. This position supervises the USILC Coordinator and oversees the activities identified in the SPIL. This position is responsible for overseeing all contracts and fiscal activities of the Council.

(b) Program Coordinator: 1 FTE: This position reports to the Executive Director. The Coordinator is responsible for all programs, activities and fiscal responsibilities of the office. In addition, the position is responsible for the functional operation of the Council including scheduling meetings, meeting preparations, and documentation.

Section 6: Legal Basis and Certifications

6.1 Utah Department of Workforce Services (DSE)

The state entity/agency designated to receive and distribute funding, as directed by the SPIL, under Title VII, Part B of the Act is the Utah State Office of Rehabilitation under the Utah Department of Workforce Services (DWS).

Authorized representative of the DSE Sarah Brenna, Director of the Utah State Office of Rehabilitation or her designee.

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 ___ Utah 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:

_____ Options for Independence _____
_____ Roads To Independence _____
_____ Utah Independent Living Center _____
_____ Ability 1st Utah _____
_____ Active ReEntry _____
_____ RRCI _____

6.4 Authorizations

6.4.a. The SILC is authorized to submit the SPIL to the Independent Living Administration, Administration for Community Living. Yes (Yes/No)

6.4.b. The SILC and CILs may legally carryout each provision of the SPIL. Yes (Yes/No)

6.4.c. State/DSE operation and administration of the program is authorized by the SPIL.
Yes (Yes/No)

Section 7: DSE Assurances

Sarah Brenna, or her designee acting on behalf of the DSE the Utah State Office of Rehabilitation under the Utah Department of Workforce Services (DWS) located at 140 East 300 South, Salt Lake City, Utah 84111, 801-535-3881 sbrenna@utah.gov_45 CFR 1329.11 assures that:

- 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).

The signature below indicates this entity/agency’s agreement to: serve as the DSE and fulfill all the responsibilities in Sec. 704(c) of the Act; affirm the State will comply with the aforementioned assurances during the three-year period of this SPIL; and develop, with the SILC, and ensure that the SILC resource plan is necessary and sufficient (in compliance with section 8, indicator (6) below) for the SILC to fulfill its statutory duties and authorities under Sec. 705(c) of the Act, consistent with the approved SPIL.

Sarah Brenna, Director, Utah Department of Workforce Services
 Name and Title of DSE director/authorized representative

Signature	Date
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Electronic signature may be used for the purposes of submission, but hard copy of signature must be kept on file by the SILC.

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

8.1 Assurances

Julie Beckstead acting on behalf of the Utah Statewide Independent Living Council
located at 423 W 800 S STE A101, Salt Lake City, Utah 84101. 801-463-1592
Jpbeckstead@yahoo.com_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;
 - a. The SILC must inform the DSE if it chooses to utilize DSE staff;
 - b. 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 Utah Department of Workforce Services, 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.

Section 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 timeline for advance notice to the public for SILC “Executive Session” meetings, that are closed to the public, that follow applicable federal and State laws;
 - 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;

1. 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;
 - ii. Funds for innovation and expansion activities under Sec. 101(a)(18) of the Act, 29 U.S.C. Sec. 721(a)(18), as applicable;
 - iii. 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.

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

Julie Beckstead
 Name of SILC chairperson

 Signature Date

Electronic signature may be used for the purposes of submission, but hard copy of signature must be kept on file by the SILC.

Section 9: 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 Utah 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 October 1, 2025 (year)

SIGNATURE OF SILC CHAIRPERSON

DATE

Julie Beckstead

NAME OF SILC CHAIRPERSON

Options for Independence

NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR

DATE

Cheryl Atwood

NAME OF CIL DIRECTOR

Roads To Independence

NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR

DATE

Andy Curry

NAME OF CIL DIRECTOR

Utah Independent Living Center

NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR

DATE

Kim Meichle- Interim

NAME OF CIL DIRECTOR

Ability 1st Utah

NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR

DATE

Sandra M. Curcio

NAME OF CIL DIRECTOR

Active ReEntry

NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

Terri Yelonek
NAME OF CIL DIRECTOR

RRCI
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

Hayden Johnson
NAME OF CIL DIRECTOR

Electronic signatures may be used for the purposes of submission, but hard copy of signature must be kept on file by the SILC.