

## 2015 NY SPIL FORMULATION PROCESS

### **1. Activate and engage Needs Assessment Committee (NAC) (February-October)**

- Develop key questions.
- Examine existing data and create surveys to help answer questions.
- Work groups identify and complete tasks to summarize sections and key findings.
- Data available by mid-September. Draft report by early-October. Final report by mid-October.

### **2. SPIL Committee develops SPIL formulation materials (March-July)**

- Create facilitation outline.
- Develop public hearing notice including various methods for SPIL input: written input (via web, email, fax, or letter), public hearings, facilitated session at events, focus groups at centers. Add current SPIL objectives and overview of SPIL process.

### **3. Schedule and plan for public input (March-August)**

- Confirm locations for public hearings.
- Search, monitor, apply and register for breakout sessions at events.
- Create email with attachment to encourage centers to hold focus groups.
- Create posting for NYSILC website for the public input process to encourage feedback.
- Distribute communications/messaging to promote input.

### **4. Facilitate SPIL public input per schedule (September-October)**

- Hold public hearings and facilitated sessions. Monitor email, fax, and mail for comments and focus group feedback.
- Collect comments in electronic format (convert comments not originally received in electronic format).

### **5. SPIL Committee uses priorities to meet and reach consensus on key elements of SPIL (November-December)**

- Summarize comments received during public input process (November).
- Secure a temporary worker to summarize input and tabulate results, highlighting priority feedback from public input with needs assessment priorities (November).
- SPIL Committee meets weekly to reach consensus on key elements of SPIL (December).

### **6. Draft SPIL (January)**

- Work on standard sections of draft SPIL in advance (October-December).
- Fully develop “key elements” and other sections that require updates.
- Involve the assistance of NYSILC consultants in the process per their specialty areas (SPIL evaluator, technical writers, and bookkeeper).

### **7. Receive and review public comments on draft SPIL (February)**

- Post draft SPIL on NYSILC website with message seeking comments by end of month deadline. A message will go out to email lists and social networks to encourage feedback on the draft SPIL (early-February).
- Host a webinar event supported by conference call to review the draft SPIL to interested parties (mid-February).
  - The event will also be held at an accessible location in Albany for those who chose to attend in person.

- A notice and materials will be sent out in advance of the meeting. Captioning and other access will be provided upon request for the webinar event.
- The communication will encourage CILs to host the webinar at their centers to encourage feedback.
- A one-week reminder will be sent back out to email lists and social networks to encourage feedback on the draft SPIL before the end of month deadline.
- Comments will be reviewed and tabulated for priorities and trends. Final adjustments will be made in track changes to the draft SPIL based on the feedback and reviewed by the SPIL Committee. (late-February).

**8. Federal CIL Directors participate in a face-to-face meeting supported by a conference call to vote on draft SPIL (mid-March)**

- Agenda and draft SPIL sent to Federal CIL Directors in advance.
- Federal CIL Directors of the twenty-four (24) recognized federally funded CILs identified in SPIL Section 3.1 complying with 725 regulations are eligible to vote on the draft SPIL. They will follow a process to review and vote on sections and the entire draft SPIL. (See “2015 Federal CIL Director Voting Process for NY SPIL”).

**9. Council review and approval of draft SPIL (mid-April)**

- Per council protocol, full council meeting packet, including agenda and draft SPIL, will be sent in advance.
- A representative group of Federal CIL Directors will attend the SILC full council meeting to promote communication and understanding. All are welcome.

**10. Technical review of SPIL conducted by council technical writers and DSE (late April to May)**

**11. NYSILC Chair signs on behalf of SILC, Federal CIL Directors sign a form (TBD), and DSE signs affirming their administrative duties (June)\***

**12. Final draft SPIL uploaded to the Administration for Community Living (ACL) by July 1<sup>st</sup>**

If the partners involved in SPIL formulation and development reach an impasse during steps 5-12, refer to the “2015 Arbitration Process to Mediate the Draft SPIL in New York.”

\* If the final regulations identify the requirement, the process will need to accommodate for a Regents review and approval of the draft SPIL.

NEW YORK STATE INDEPENDENT LIVING COUNCIL, INC. (NYSILC)  
DEVELOPMENT OF THE THREE-YEAR STATE PLAN FOR INDEPENDENT LIVING (SPIL)  
YEARS 2017, 2018, and 2019

**PUBLIC NOTICE**

Title VII of the Rehabilitation Act of 1973, as amended, provides the authority for the New York State Independent Living Council, Inc. (NYSILC) and the network of Federally-Funded Centers for Independent Living (CILs) to seek public input on priority needs related to disability issues to guide the development of the next three-year State Plan for Independent Living (SPIL). The State Plan is supported by the currently identified Designated State Units (DSU's) - the New York State Education Department/Office of Adult Career and Continuing Education Services - Vocational Rehabilitation (ACCES - VR) and the New York State Office of Children and Family Services - New York State Commission for the Blind (NYSCB). The SPIL is a plan designed to improve Independent Living (IL) services for individuals with disabilities in New York State. The IL State Plan also helps to identify the needs and priorities of consumers, providers, and other stakeholders involved in the CIL network to highlight and identify common strategies. Ultimately, the State Plan is a tool that directs the use of Federal IL funding.

**Public Hearings**

The New York State Independent Living Council is committed to providing full access for people with disabilities. Public hearings are open to the entire community. All hearings will be held in locations accessible to people with disabilities. Materials will be provided in alternative formats. American Sign Language (ASL) interpreting, CART and Assistive Listening Devices will be provided. Other accommodations (such as tactile interpreting) will be available upon request.

This is a scent free event. Fragrance and chemicals can be access barriers. To help make this event accessible to participants for whom chemicals or fragrances are an access barrier, we request that you come fragrance free. Please refrain from wearing any scented products or washing with them. This includes clothing that has been laundered with fragranced detergent or fabric softening products. Additionally, please completely air out any dry-cleaned clothing before wearing it to the event. Smoke can also be an access barrier. It is essential that we maintain a smoke-free environment. Please refrain from smoking near any doorways or paths of travel.

- Date: **October 7, 2015**  
Time: **3:00-5:00 PM**  
Location: **Center for Disability Rights (CDR), 497 State Street, Rochester NY, 14608**
- Date: **October 14, 2015**  
Time: **3:00-5:00 PM**  
Location: **Center for Independence of the Disabled, New York (CIDNY) Queens, 80-02 Kew Gardens Road #107, Kew Gardens, NY 11415**
- Date: **October 21, 2015**  
Time: **3:00-5:00 PM**  
Location: **Southern Tier Independence Center (STIC), 135 East Frederick Street, Binghamton, NY 13904**
- Date: **October 28, 2015**  
Time: **2:00-4:00 PM**  
Location: **North Country Center for Independence (NCCI), 102 Sharron Avenue, Plattsburgh, NY 12901**

### Facilitated Sessions at Public Events

Facilitated sessions at public events require registration and participation per event guidelines. Focus groups will also be encouraged at various CILs in the statewide network that choose to participate.

- Date: **September 16, 2015**  
Time: **3:30-4:45 PM**  
Location: **New York Association on Independent Living (NYAIL) Statewide IL Conference**, Troy Hilton Garden Inn, Troy, NY, 12180
- Date: **October 26-27, 2015**  
Time: **(TBD)**  
Location: **CDPAANYS Annual Conference**, Hilton Garden Inn, Troy, NY 12180
- Date: **October 30, 2015**  
Time: **(TBA)**  
Location: **Self-Advocacy Association of NYS Annual Conference**, Albany Marriott, Wolf Road, Albany, NY 12205

**Written comments** are can be submitted to NYSILC before 5:00 PM on Friday, October 30, 2015. Comments can be sent via mail to NYSILC, 111 Washington Avenue, Suite 101, Albany, NY 12210, faxed to (518) 427-1139, or e-mailed to [bradw@nysilc.org](mailto:bradw@nysilc.org). Comments can also be sent by visiting the NYSILC website at [www.nysilc.org](http://www.nysilc.org). Click and follow the menu options provided on the home page for "SPIL Comments."

For additional information, contact NYSILC at (518) 427-1060 (Voice & TTY) or at 1 (877) 397-4126 (Toll free voice for New York State only).

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SPIL Facilitation Outline

**1. General Questions:**

- *What counties in New York State are most in need of additional Independent Living (IL) services?*
- *What unserved or underserved ethnic, minority and disability populations or groups are most in need of IL services? What type of outreach should be done to connect to these populations/groups? What has worked in your community?*
- *What do you believe are the most challenging issues you face day to day?*
- *What are the most important unmet service needs for New Yorkers with disabilities that live or want to live independently in the community?*
- *What do you believe are the most important needs your local Center for Independent Living (CIL) must address in order to improve or expand its services?*
- *What do you believe are the most significant barriers faced by your local CIL?*

**2. Use of Title VII, Part B Funds:** In New York State, Part B funds are utilized for the Statewide Independent Living Council (SILC) resource plan, grant opportunities, demonstration projects, training, and an IL focused program through the New York State Commission for the Blind (NYSCB). Approximately \$1.1 million is available on an annual basis. An attached list identifies current SPIL objectives.

- *What projects do you believe should be prioritized with the resources available?*
- *What do you feel are the top technical assistance and training needs of the IL network?*
- *What are the best ways to increase public awareness and visibility for CILs and IL?*

**3. Network Related Questions:**

- *Which state agency or agencies are prepared to be the Designated State Entity (DSE) effective October 1, 2016? Is there a state agency better prepared to be the DSE (or a potential DSE) in the future?*
- *Do you have any suggestions to strengthen and improve the cooperation, coordination, and working relationships of partners within the IL network?*
- *The current State Plan identifies a minimum funding level of \$300,000 to start a new CIL. Is this amount still appropriate?*
- *The current State Plan identifies the need to address future one-time federal allocations like the American Recovery and Reinvestment Act (ARRA) on a project basis without expanding the number of CILs in the network. This is a proactive strategy to protect against the use of the Part C funding base as a source for new CILs after temporary funding expires. Do you agree or disagree with this position?*

**4. Open Comments:**

Additional comments related to the SPIL can be sent via mail to NYSILC, 111 Washington Avenue, Suite 101, Albany, NY 12210, faxed to (518) 427-1139, or e-mailed to [bradw@nysilc.org](mailto:bradw@nysilc.org). Comments can also be sent by visiting the NYSILC website at [www.nysilc.org](http://www.nysilc.org). Click and follow the menu options provided on the home page for "SPIL Comments."

## Current SPIL (FFY 2014-2016) Objectives:

### New objectives developed in 2014-2016 plan:

Objective 1: In order to effectively coordinate, monitor, and evaluate the SPIL, NYSILC will strengthen its operations and capability. (All three years)

Objective 2: New Yorkers with disabilities will be active and will organize to promote disability rights working with priorities communicated by NYSILC to address issues identified by the statewide needs assessment through the support of a Statewide Systems Advocacy Network (SSAN) and statewide coordinator. (All three years)

Objective 3: Increase the attendance and involvement of attendees from the IL network, including affiliated stakeholders, by providing support for a statewide Independent Living training conference. (Year two only)

Objective 4: For eligible individuals who are legally blind, increase improved access at home or in the community and/or independence in their own lives, by supporting CBVH to provide IL Fee-For-Services (FFS) and increase the number of CILs or SCILs in the network providing CBVH FFS. (All three years)

Objective 5: Improve the capacity of the IL network to address priority unserved and underserved populations from the statewide needs assessment by providing eight \$25,000 capacity building self-sustaining grant opportunities that can be evaluated by the council, disseminated and documented for replication and the benefit of the statewide network. (Three years starting in year two)

### Objectives included in the 2014-2016 plan, carried over from previous plan 2011-2013:

Objective 6: Support a statewide non-partisan Disability Voter Rights Network (heretofore referred to as the Network) for voters with disabilities to promote voter registration, voter education and use of the new accessible voting systems. (Ends during year two)

Objective 7: Support direct consulting services and coaching to the statewide network of centers. (Ends during year two)

Objective 8: Objective 8: Provide four \$30,000 capacity building grant opportunities in a competitive Request For Proposal (RFP) to Centers for Independent Living (CILs) and Service Centers for Independent Living (SCILs). **COMPLETED YEAR ONE**

Objective 9: Designate funds for the purposes of developing technical specifications and establishing a database to compile, analyze, and interpret data from the statewide network. (All three years)

Objective 10: Provide one two-year demonstration grant opportunity for deaf-blind Support Service Providers (SSPs) through a Center for Independent Living (CILs) or Service Center for Independent Living (SCILs). (Ends during year two)