

Independent Living Research Utilization



We create opportunities for independence for people with disabilities through research, education, and consultation



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SPIL Training and Technical Assistance Monthly Series

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What you will learn

- SPIL drafting and implementation roles.
- Input into the content of the SPIL.
- Section-by-section review of SPIL components.

About the State Plan

Who develops the SPIL? CILs and the SILC

§ 1329.17 (d) The State plan must be jointly—
(1) Developed by the *chairperson of the SILC*, and the *directors of the CILs*, after receiving public input from individuals with disabilities and other stakeholders throughout the State; and

About the State Plan

Who Signs/Approves the SPIL?

- Chairperson of the SILC, acting on behalf of and at the direction of the SILC;
- The director of the DSE; and
- Not less than 51 percent of the directors of the CILs in the State.

About the State Plan

How is the SPIL important? Who uses it?

- **Ensures consumer control of statewide funding and policy**
 - People with disabilities are making the decisions about funding, program focus, outreach plans, expansion of the network.
 - People with disabilities run the CILs and the SILC—and the CILs and the SILC are the SPIL decision-makers and authors.
 - DSE must follow what is in the SPIL.

About the State Plan

How is the SPIL important? Who uses it?

- **The SPIL Sets the Focus of IL for the State**
 - Each CIL is responsive to its community needs and adjusts its programs accordingly. The SPIL is an opportunity to look at big-picture trends and needs of people with disabilities statewide. SPILs have their own missions, goals, and objectives.
 - How is the SPIL integrated into the work plans of the CILs? Or is it?

About the State Plan

How is the SPIL important? Who uses it?

- The SPIL Ensures Network Agreement on:
 - Which state agency will receive and disseminate federal IL funds
 - Uses of federal IL funds (Part B)
 - Authorities of the SILC and how the SILC is funded
 - What the CIL network looks like, and how will it react to funding changes
 - What network gaps exist, and what outreach plans will be deployed to address them
 - How the SPIL will be monitored and evaluated

Public input into development of SPIL

(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:

What This Means:

- The regulations lay out the following five requirements the SILC must follow to get public input on the development of the SPIL.
- The requirements are listed a) through e).

**[Indicators](#) provide greater detail.

Public input into development of SPIL, cont'd.

- a. Adequate documentation of the 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 without the state, and the process for how the information collected is considered.

What This Means:

At a minimum, the SILC must have a written process and document:

- The SPIL development process
- How information is collected and used in SPIL development
- How input is gathered from the CILs
- How input is gathered from people with disabilities

Public input into development of SPIL, cont'd.

- b. All meetings regarding State Plan development and review are open to the public and provide advance notice of such meetings in accordance with existing State and federal laws and 45 CFR 1329.17(f)(2)(i)-(ii).

What This Means:

- The SILC must allow the public to attend all meetings on SPIL development.
- The SILC must provide advance notice of the meetings.
- The SILC must follow the federal regulations on these two items.

Public input into development of SPIL, cont'd.

- c. Meetings seeking public input regarding the State Plan provide advance notice of such meetings in accordance with existing State and federal laws, and 45 CFR 1329.17(f)(2)(i)

What This Means:

- When the SILC has a SPIL meeting where they ask for input from the public, certain rules must be followed.
- The SILC must follow both federal and state rules to provide advance notice of these meetings.

Public input into development of SPIL, cont'd.

- 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.

Public input into development of SPIL, cont'd.

- e. Materials available electronically must be 508 compliant and, upon request, available in alternative and accessible format including other commonly spoken languages.

What This Means:

**508 Compliance refers to Sec. 508 of the Rehab Act, which requires information produced electronically to be fully accessible to people with disabilities.

Resources:

Check out <https://www.section508.gov> for further guidance

Sections of the SPIL

- Executive Summary
 - Brief summary of the contents of the SPIL.
 - Introduction of the work in the SPIL

Section 1: Goals, Objectives, and Activities

- Defines the mission of the SPIL
- Identifies the Goals of the SPIL
- Describes the Objectives and activities that the IL Network will be working towards over the timeline of the SPIL
- Identifies how the evaluation of the SPIL will be done
- Identifies the financial resources that are known to support the work of the IL Network and the SPIL

Section 2: Scope, Extent, and Arrangement of Services

- Identifies the services that will be delivered across the state by the CILs
- Defines the outreach that will be completed to unserved and underserved populations.
- Identifies the coordination with other programs and organizations

Section 3: Network of Centers

- Identifies all current CILs, funding sources, and oversight entities
- Describe the plans for the expansion and potential adjustment of the network
- Discussed how funds are distributed
- Addresses what happens if a CIL closes

Section 4: Designated State Entity

- Lists the responsibilities of the DSE
- Describes the process for distribution and granting of funds
- Describes the oversight process
- Lists the administrative and staffing support

Section 5: Statewide Independent Living Council

- Describes how the SILC is established and autonomy is ensured
- Addresses how the SILC resources plan is developed
- Describes how the SILC will be maintained over the course of the Plan

Section 6: Legal Basis and Certifications

- Identifies the DSE agency
- Identifies the SILC
- Identifies all CILs eligible to sign the Plan
- Affirms that the entities have the legal ability to participate and carryout the Plan

Section 7: DSE Assurances

- Lists all the Assurances the DSE agrees to follow
- DSE Director signs agreeing to the assurances and to fulfill the role of DSE

Section 8: SILC Assurances and Indicators

- Lists all the assurances and indicators of minimum compliance that the SILC agrees to follow
- Identifies the SILC chairperson to sign the SPIL
- SILC Chairperson signs agreeing to the assurances and indicators

Section 9: Signatures

- The SILC Chairperson signs agreeing to the content of the Plan.
- The CILs sign agreeing to the content of the plan
- At a minimum 51% of CIL directors must sign the Plan

Roles



DSE	SILC	CILs
1. Serve as the “grantee” for Part B \$.	1. Develop the SPIL.	1. Provide the Core IL Services.
2. Account to SILC for \$ and disbursement \$ per SPIL.	2. Monitor, review, & evaluate the implementation of the SPIL.	2. Provide other IL services consistent with Federal and State Law.
3. Provide administrative support for IL Program.	3. Meet regularly – open meetings.	3. Comply with CIL Standards, Assurances & Indicators.
4. Keep records. Complete PPR report with the SILC	4. Submit reports including SPIL fulfillment portion of PPR report Part I.	4. Develop SPIL with SILC.
5. Submit required reports/information.	5. Coordinate activities with other entities.	5. Implement SPIL.
6. Retain not more than 5% of Part B for DSE administrative costs. The DSE cannot hold funds.	6. Conduct Authorities as described in the law and outlined in SPIL, including advocacy and resource development.	6. Conduct Resource Development activities.
7. Sign the SPIL agreeing to serve as the DSE.	7. Shall NOT provide or manage IL services.	7. More than 50% of CIL Directors must sign the SPIL to approve content.
	8. Sign the SPIL to approve content.	25

For on-going technical assistance, contact:

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Resources

- [The Rehabilitation Act:](#)
- [Independent Living Regulations:](#)
- [State Plan for Independent Living Instructions and Instrument:](#)
- [SILC Indicators:](#)

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