

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: Minnesota

FISCAL YEARS: 2021 – 2023
Effective Date: October 1, 2020

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Executive Summary

The Minnesota Statewide Independent Living Council (MNSILC) has a vision that the independent living philosophy is fully integrated into communities and systems throughout Minnesota and that individuals with

disabilities have every opportunity to be self-directed, to live a lifestyle of their choice, free from discrimination and to thrive as members of inclusive and diverse communities.

To achieve the vision, MNSILC will build upon and strengthen Minnesota's independent living network and to support, coordinate and advance the efforts of the Centers for Independent Living (CIL) statewide. The IL Network in Minnesota includes individuals with disabilities, the Minnesota Statewide Independent Living Council (MNSILC), the Centers for Independent Living (CILs), the Designated State Entity (DSE) and State Services for the Blind (SSB).

The IL Network has identified two goals to create awareness about the philosophy of independent living and strengthen CILs. The first goal is that the IL Network will promote and reignite the independent living philosophy and movement so that people with disabilities have opportunities to communicate about independent living. The second goal is that Minnesotans will have access will have awareness of and access to independent living services.

In order to complete the first goal, the IL Network will form a Communication Committee that will create a plan and unified message about the independent living philosophy and movement. Because there are many service providers that say they support independent living, the IL Network feels it is important to educate providers, people with disabilities and elected officials about the philosophy of independent living, including a philosophy of consumer control, peer support self-help, self-determination, equal access, and individual and systems advocacy.

The purpose of the Communication Committee is to generate stories about individuals living, learning, working, and playing as they choose. These stories will include information about the services provided by centers for independent living and be distributed using social media, the MNSILC and CIL websites, print media and other forms of media. Additional material will be created to educate elected officials and community leaders about the fiscal needs of centers to increase services to underserved and unserved populations in the state.

To meet the second goal for Minnesotans to have awareness of and access to independent living services, the IL Network proposes to host an outreach and educational event. The purpose of the event will be to bring staff from centers, professionals from the community, people with disabilities and community leaders together to learn about the history of the independent living movement, services provided by the eight Minnesota centers for independent living and best practices for service delivery. In preparation for the next SPIL, individuals attending the event will be provided an opportunity to share their ideas with the IL Network.

The IL Network will commission a study using the 2020 census to determine the amount of funding necessary to fully fund the Minnesota's eight centers for independent living. The study will be based on geographic area, diversity, and population 14 years and above. Information from the study will be shared with elected officials and others to create an awareness about the needs of people with disabilities and the necessity to increase funding for the CILs.

The CILs will receive Part B funding for general operations to provide services in their respective catchment areas. In FFY 19 (10/1/2018 – 9/30/2019) the eight Minnesota CILs provided services to 6,856 individuals with various disabilities and ethnic backgrounds. The most used services, as reported in the CIL Program

Performance Report, were information and referral, IL skills and life skills training and advocacy/legal service.

MNSILC will use Part B funds to support the outreach efforts of Minnesota State Services for the Blind (SSB) to reach unserved/underserved communities throughout Minnesota. Half to three-quarters of customers working with SSB workforce development counselors have, in addition to vision limitations, multiple disabilities, as do more than half of customers working with SSB senior service counselors.

In 2020, APRIL provided MNSILC an opportunity for a mentorship to begin a youth outreach program. During the 2021-2023 SPIL, the IL Network will continue the work started with the APRIL mentorship program, promote opportunities for youth leadership and develop a youth leadership networking program.

The IL Network was unprepared for the effects of the COVI-19 pandemic. Council members and staff needed quick training on holding and participating in virtual committee and council meetings and holding a public hearing. Providing accessible accommodations for all involved became critical. The IL Network added emergency preparedness to the SPIL in order to identify emergency related materials available, to determine the needs of the CILs and create additional materials, as necessary.

The Outreach Committee will be gathering information about barriers or gaps in services using surveys released through social media and review of consumer surveys conducted by the CILs. Results of surveys will be shared throughout the IL Network to improve awareness about services provided by the CILs and discuss options for closing barriers and gaps.

The third goal of the SPIL is for MNSILC to demonstrate its operational effectiveness and to meet its statutory responsibilities. To be an effective organization all new members will receive orientation. Staff and MNSILC members will be provided opportunities for training through national, state regional and local trainings.

MNSILC will actively recruit individuals statewide and from various ethnic backgrounds. MNSILC will seek individuals with disabilities, parents, advocates, and those knowledgeable about independent living.

Adequate funding will be budgeted to support a part-time coordinator who will assist MNSILC in meeting applicable standards and requirements. The coordinator will assist committees and the council in meeting the goals and objectives of the SPIL.

Section 1: Goals, Objectives and Activities

1.1 Mission:

Mission of the Independent Living Network and the SPIL.

The mission is to build upon and strengthen the Minnesota Statewide Independent Living Network* and to support, coordinate and advance the efforts of Centers for Independent Living statewide.

*The Minnesota Independent Living Network is intended to refer to the entire independent living community including individuals with disabilities, the Minnesota Statewide Independent Living Council (MNSILC), the eight Minnesota Centers for Independent Living (CILs), the Minnesota Department of

Employment and Economic Development/Vocational Rehabilitation Services (DSE) and State Services for the Blind (SSB)

1.2 Goals:

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

Goal # 1: The IL Network will promote and reignite the independent living philosophy and movement so that people with disabilities have opportunities to communicate about independent living.

Goal #2: Minnesotans will have awareness of and access to independent living services.

Goal #3: MNSILC demonstrates its operational effectiveness and meets its statutory responsibilities.

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: The IL Network will promote and reignite the independent living philosophy and movement so that people with disabilities have opportunities to communicate about independent living.

Objective: 1 The IL Network will create and implement a communication plan to disseminate information about the IL philosophy and movement
Purpose 1: To create awareness about the services of the centers for independent living and the philosophy about the independent living movement,
Indicators: 1.1.1 Appoint a communication committee to continue the work of the social media task force and to create a comprehensive communications plan
Timeline: 2021 – 2023
Benchmarks: Year 1: Create a communication plan that includes social media, website, print media and other media as needed. Year 2: Implement the communication plan and create measurements to evaluate the effectiveness of the media plan Year 3: Evaluate and assess the effectiveness of the communication plan and adjust as needed
Geographic Scope: Statewide
Data Collection: Number of postings, visits, likes, shares and follows to social media sites and the website; number of other media events; responses to media activity
Objective 1 continued: The IL Network will create and implement a communication plan to disseminate information about the IL philosophy and movement
Purpose 2: Make use of media opportunities identified in Objective 1.1.1 to share information about the independent living philosophy with the community at large; create awareness for the independent living movement and educate the community about consumer control; promote the 5 core services of CILs.
Indicators 1.1.2 The IL Network has a unified message about independent living
Timeline: 2021-2023
Benchmark Year 1: The IL Network will collaboratively develop a unified message and begin compiling

<p>a list of organizations serving people with disabilities that use the term independent living.</p> <p>Year 2: A unified message is being used by the IL Network</p> <p>Year 3: Finalize the comprehensive list of organizations serving people with disabilities to disseminate information about the IL philosophy and create a feedback loop with collaborative partners</p>
<p>Geographic Scope: Statewide</p>
<p>Data Collection: Identify the number of organizations the IL Network connected with. Use data from the PPRs of the centers and surveys conducted by the IL Network to determine increased awareness about consumer control and the 5 core services of CILs. Track social media and website data.</p>

<p>Objective: 2. The IL Network will plan for, host and evaluate an outreach and educational opportunity about independent living.</p>
<p>Purpose 1: To promote the independent living philosophy and create an opportunity for collaboration among organizations and advocates who work with people with disabilities.</p>
<p>Indicators 1.2.1 The IL Network will hold a statewide outreach and educational opportunity</p>
<p>Timeline: 2021 - 2023</p>
<p>Benchmark</p> <p>Year 1: The IL Network will plan for a statewide outreach and educational opportunity</p> <p>Year 2: The IL Network will allocate resources and host a statewide outreach and education opportunity</p> <p>Year 3: The IL Network will assess and evaluate the effectiveness of the outreach and educational opportunity</p>
<p>Geographic Scope: Statewide</p>
<p>Data Collection: Pre and post surveys will be provided to all participants regarding their understanding of independent living and satisfaction with the event.</p>

GOAL 2 Minnesotans will have awareness of and access to independent living services.

<p>Objective 1: Minnesotans have an increased awareness of independent living services and the needs of people with disabilities.</p>
<p>Purpose 1: Increase awareness statewide regarding the needs of people with disabilities and the services available to them.</p>
<p>Indicators: 2.1.1 Educational materials are created and distributed to the Governor’s office, elected officials, advocacy/education organizations, self-advocates/community organizers, etc. on an annual basis</p>
<p>Timeline 2021-2023</p>
<p>Benchmark</p> <p>Year 1: Create new and update current materials for distribution to the Governor’s office, elected officials, advocacy/education organizations, self-advocates/community organizers, etc.</p> <p>Year 2: Update materials for distribution to the Governor’s office, elected officials, advocacy/education organizations, self-advocates/community organizers, etc.</p> <p>Year 3: Update materials for distribution to the Governor’s office, elected officials, advocacy/education organizations, self-advocates/community organizers, etc.</p>
<p>Geographic Scope: Statewide</p>
<p>Data Collection: Track the number of materials distributed, monitor social media activities</p>

Objective 1 continued: Minnesotans have an increased awareness of independent living services and the needs of people with disabilities.
Purpose 2: To make the governor, elected officials and other community leaders aware of the difficulties people with disabilities face in obtaining services throughout the state and to increase IL Network awareness of additional advocacy opportunities
Indicators 2.1.2 The IL Network will create a committee to identify opportunities to present information to the governor’s office, elected officials and other community leaders about the needs of people with disabilities.
Timeline 2021-2023
Benchmark Year 1: Create the committee, create new materials, and identify and participate in opportunities to promote independent living Year 2: Continue committee activities, create and update materials and increase opportunities to promote and participate in events promoting the independent living philosophy Year 3: Continue committee activities, create and update materials and increase opportunities to promote and participate in events promoting the independent living philosophy
Geographic Scope: Statewide
Data Collection: Record the number of meetings IL Network members have with community leaders; track the number of advocacy events/opportunities IL Network members participate in; track the number of members participating in disability events at the Capitol.

Objective 1 continued: Minnesotans have an increased awareness of independent living services and the needs of people with disabilities.
Purpose 3: To continue the historic agreement to allocate funding for the statewide services SSB provides to unserved/underserved people with disabilities
Indicators 2.1.3 MNSILC allocates funding to State Services for the Blind (SSB) for outreach to unserved/underserved populations on an annual basis
Timeline 2021 - 2023
Benchmark Year 1: MNSILC allocate resources to SSB Year 2: MNSILC allocate resources to SSB Year 3: MNSILC allocate resources to SSB
Geographic Scope: Statewide
Data Collection: Use the information provided by SSB about outreach services

Objective 1 continued: Minnesotans have an increased awareness of independent living services and the needs of people with disabilities.
Purpose 4: To continue the work of the mentorship program with APRIL; engage youth in activities with the IL Network
Indicators 2.1.4 Youth are engaged with the IL Network
Timeline 2021-2023
Benchmark Year 1 Follow up with the APRIL mentorship program to create opportunities for youth involvement with the IL Network. Year 2 Promote opportunities for youth leadership with the IL Network and in the community

Year 3 Develop a youth leadership networking educational opportunity
Geographic Scope Statewide
Data Collection: Measure effectiveness of the training received from APRIL through use of surveys, track the number of youth engaged in the IL Network

Objective 1 continued: Minnesotans have an increased awareness of independent living services and the needs of people with disabilities.
Purpose 5. Emergency preparedness personnel and people with disabilities have access to disability specific planning and preparedness resources
Indicators 2.1.5. Identify and/or implement on-line materials for use by the IL Network and other service providers to educate people with disabilities about being prepared for a disaster.
Timeline 2021-2023
Benchmark
Year 1 Utilize surveys to determine information and needs of people with disabilities pertaining to emergency preparedness
Year 2 Identify emergency related materials that increases consumer knowledge regarding access to available services during and after a disaster
Year 3 Coordinate with the communication committee for distribution of materials
Geographic Scope Statewide
Data Collection: Document the number of surveys completed. Track the number of emergency preparedness materials distributed.

Objective 1 continued: Minnesotans have an increased awareness of independent living services and the needs of people with disabilities.
Purpose 6 Promote independent living participation in local and state emergency planning, preparedness, and response activities.
Indicators: 2.1.6 IL Network builds on or establishes partnerships with state emergency management programs. Increase involvement in state emergency management and provide disability related input.
Timeline 2021-2023
Benchmark
Year 1 Identify current state emergency efforts for people with disabilities; seek IL Network volunteers to partner with current emergency programs; share information
Year 2 Continue partnership efforts and information sharing
Year 3 Continue partnership efforts and information sharing
Geographic Scope Statewide
Data Collection: Track the number of IL Network members involved in state emergency preparedness activities.

Objective 2 The CIL's will have adequate funding to meet the needs of people with disabilities statewide.
Purpose 1: Update the 2015 Funding Formula Study to include people with disabilities of all ages
Indicators 2.2.1 Using the 2020 census, update the IL networking funding study
Timeline 2021-2023
Benchmark

Year 1 Research data collection opportunities regarding people with disabilities in MN
Year 2 Engage a data collection company to gather data and update the 2015 Funding Formula Study.
Year 3 Review data collected in the study and determine next steps
Geographic Scope Statewide
Data Collection: Study has been completed and results have been reviewed, analyzed and shared with appropriate organizations.

Objective 2 continued: The CIL’s will have adequate funding to meet the needs of people with disabilities statewide.
Purpose 2: To gather information about barriers and gaps in services throughout the state.
Indicators 2.2.2 Update CIL consumer satisfaction survey to include questions regarding community needs to identify barriers or gaps in service
Timeline 2021-2023
Benchmark
Year 1 Develop questions for the CILs to include in their annual consumer satisfaction survey, collect survey responses, review survey results and determine potential goals for next SPIL
Year 2 Review and revise questions for the CILs to include in their annual consumer satisfaction survey, collect survey responses, review survey results and determine potential goals for next SPIL
Year 3 Review and revise questions for the CILs to include in their annual consumer satisfaction survey, collect survey responses, review survey results and determine potential goals for next SPIL
Geographic Scope Statewide
Data Collection: Responses have been collected, reviewed and analyzed and gaps or needs have been identified. Record the number of survey responses received annually.

Objective 2 continued: The CILs will have adequate funding to meet the needs of people with disabilities statewide.
Purpose 3: Identify additional sources of revenue for CILs
Indicators 2.2.3 Identify and educate potential funders to assist CILs in securing additional funding
Timeline 2021-2023
Benchmark
Year 1 Identify current and potential funding sources for the CILs
Year 2 The IL Network will collaborate and create materials about the CILs to distribute to potential funders
Year 3 Distribute materials to potential funders and provide letters of support for CILs as needed
Geographic Scope Statewide
Data Collection: Track the number of materials distributed to potential funders; track the number of potential funders available to the CILs

Objective 2 continued: The CILs will have adequate funding to meet the needs of people with disabilities statewide.
Purpose 4: Continue to provide Part B funds to CILs for their general operating

Indicators 2.2.4 MNSILC will allocate Part B resources to CILs for general operations on an annual basis
Timeline 2021-2023
Benchmark Year 1 Provide funding to CILs Year 2 Provide funding to CILs Year 3 Provide funding to CILs
Geographic Scope Statewide
Data Collection: CILs provide SILC and the DSE with Program Performance Reports (PPR) reports for inclusion in the combined annual federal reporting requirements; moneys have been provided per the funding formula

GOAL 3 MNSILC demonstrates its operational effectiveness and meets its statutory responsibilities

Objective 1: MNSILC members have an increased knowledge of disability related issues and the IL Network operations
Purpose 1: To have an effective council, members must be educated about IL Network operations and CIL services
Indicators 3.1.1 All new members will receive orientation prior to attending their first MNSILC meeting
Timeline 2021-2023
Benchmark Year 1: Orientation materials will be reviewed, revised as needed, an orientation for new members will be held annually. Training on new materials will be provided to all members annually Year 2: Orientation materials will be reviewed, revised as needed, an orientation for new members will be held annually. Training on new materials will be provided to all members annually Year 3: Orientation materials will be reviewed, revised as needed, an orientation for new members will be held annually Training on new materials will be provided to all members annually.
Geographic Scope Statewide
Data Collection: Retain an orientation and training record for all members.

Objective 1 continued: MNSILC members have an increased knowledge of disability related issues and the IL Network operations
Purpose 2: To educate council members about national, state, regional and local disability related topics
Indicators 3.1.2 MNSILC members are provided opportunities to participate in national, state, regional and local trainings
Timeline 2021-2023
Benchmark Year 1 MNSILC members and staff attend available national, state, regional and local conferences, webinars and on-line trainings and MNSILC Council training Year 2 MNSILC members and staff attend available national, state, regional and local

conferences, webinars and on-line trainings and MNSILC Council trainings Year 3 MNSILC members and staff attend available national, state, regional and local conferences, webinars and on-line trainings and MNSILC Council trainings
Geographic Scope Statewide
Data Collection: Retain training records for all members

Objective 2: MNSILC complies with applicable standards and indicators
Purpose 1: Improve the lives of people with disabilities and strengthen the IL Network by maintaining or increasing all available funding.
Indicators: 3.2.1 The IL Network will develop, implement, monitor and evaluate the implementation of the SPIL; MNSILC will allocate resources for the development of the SPIL
Timeline 2021-2023
Benchmark Year 1 The IL Network will implement objectives of the SPIL, monitor the completion of objectives and evaluate the effectiveness of meeting the goals Year 2 The IL Network will implement objectives of the SPIL, monitor the completion of objectives and evaluate the effectiveness of meeting the goals. The IL Network will begin preparing for the next SPIL Year 3 The IL Network will implement objectives of the SPIL, monitor the completion of objectives and evaluate the effectiveness of meeting the goal. The IL Network will prepare the next 3-year SPIL.
Geographic Scope Statewide
Data Collection: Completed the objectives of the SPIL and a new SPIL has been created.

Objective 2 continued: MNSILC complies with applicable standards and indicators
Purpose 2: To gather information through public forums and hearings about the needs and gaps in service for inclusion in the next SPIL
Indicators: 3.2.2 MNSILC allocates resources for conducting public forums, hearing and may use other methods of gathering information as part of the development of the SPIL
Timeline 2021-2023
Benchmark Year 1 Questions to gather information about gaps in services will be developed and used in public forums, focus groups, and distribution through the CILs and social media. Year 2 Questions to gather information about gaps in service will be developed and used in public forums, focus groups, and distribution through the CILs and social media. Year 3 A public hearing will be held to gather information and feedback about the draft SPIL
Geographic Scope Statewide
Data Collection: Data collection instruments are being utilized, tabulated and results are reviewed for consideration in the next SPIL.

Objective 2 continued: MNSILC complies with applicable standards and indicators
Purpose 3: To meet federal reporting requirements
Indicators 3.2.3 MNSILC will complete the Program Performance Report (PPR) annually
Timeline 2021-2023
Benchmark Year 1 MNSILC will review SPIL objectives and report on their completion for the PPR

Year 2 MNSILC will review SPIL objectives and report on their completion for the PPR
Year 3 MNSILC will review SPIL objectives and report on their completion for the PPR
Geographic Scope Statewide
Data Collection: The PPR report is completed as specified

Objective: 2 continued: MNSILC complies with applicable standards and indicators
Purpose 4: To prepare and distribute an annual report regarding the scope of services provided by the CILs
Indicators 3.2.4 The IL Network will prepare and distribute an annual report. Resources will be allocated for printing and distribution
Timeline 2021-2023
Benchmark Year 1 The IL Network will determine a theme, gather stories from the CILs, oversee layout for the annual report, and arrange for printing and distribution Year 2 The IL Network will determine a theme, gather stories from the CILs, oversee layout for the annual report, and arrange for printing and distribution Year 3 The IL Network will determine a theme, gather stories from the CILs, oversee layout for the annual report, and arrange for printing and distribution
Geographic Scope Statewide
Data Collection: Information collected is collated into an annual report and the annual report is printed and distributed.

Objective 2 continued: MNSILC complies with applicable standards and indicators
Purpose 5: To recruit council members from a variety of ethnic and cultural backgrounds, from around the state and maintain 51% of the membership representing people with disabilities
Indicators: 3.2.5 The IL Network will actively recruit new members from throughout the state to maintain a functioning council.
Timeline 2021-2023
Benchmark Year 1 MNSILC will prepare press releases and announcements asking for volunteers, vacancies will be posted on the Secretary of State website, applicants will be interviewed, and recommendations will be made to the governor Year 2 MNSILC will prepare press releases and announcements asking for volunteers, vacancies will be posted on the Secretary of State website, applicants will be interviewed, and recommendations will be made to the governor Year 3 MNSILC will prepare press releases and announcements asking for volunteers, vacancies will be posted on the Secretary of State website, applicants will be interviewed, and recommendations will be made to the governor
Geographic Scope Statewide
Data Collection: Records are maintained about all recruitment activities

Objective 3: MNSILC allocates resources for general operating expenses
Purpose 1: Maintain a functioning council
Indicators 3.3.1 Annually MNSILC will provide resources for staff and general operating expenses of MNSILC

Timeline 2021-2023
Benchmark Year 1 Develop an annual budget and create an administrative agreement to support general operations of MNSILC Year 2 Develop an annual budget and create an administrative agreement to support general operations of MNSILC Year 3 Develop an annual budget and create an administrative agreement to support general operations of MNSILC
Geographic Scope Statewide
Data Collection Expenses are tracked. The Finance Committee reviews the budget monthly and reports progress to the full council.

Objective 3 continued: MNSILC allocates resources for general operating expenses
Purpose 2: To provide reimbursement to council members for participation in meetings according to the By-Laws and Policy and Procedures
Indicators 3.3.2 MNSILC provides resources for council and committee meetings
Timeline 2021-2023
Benchmark Year 1 Provide adequate funding for SILC members to participate in meetings (travel, per diem, lodging accommodations, meals), review the need to meet monthly Year 2 Provide adequate funding for SILC members to participate in meetings (travel, per diem, lodging accommodations, meals), review the need to meet monthly Year 3 Provide adequate funding for SILC members to participate in meetings (travel, per diem, lodging accommodations, meals), review the need to meet monthly
Geographic Scope Statewide
Data Collection: Track the monthly financial expenditures.

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.

Committees are responsible for specific goals and objectives in the SPIL. Each committee reports monthly to the full SILC about their progress, the data collected and next steps in completing their objectives. MNSILC reviews the SPIL quarterly to monitor progress and determine what objective needs additional focus.

Timeline	Goals (copy from section 1.2 above)	Objectives (copy from section 1.3 above)	Data to be collected	Data collection method	Organization primarily responsible for data collection (please check as many as apply)

Throughout 3-year period	Goal 1 The IL Network will promote and reignite the independent living philosophy and movement so that people with disabilities will have opportunities to communicate about independent living	Objective 1 The IL Network will create and implement a communication plan to disseminate information about the IL philosophy and movement Indicator 1.1.1 Appoint a communication committee to continue the work of the social media task force and to create a comprehensive communications plan.	At least annually the number of posting, visits, likes, shares and follows to social media sites and the website, number of other media events; responses to media activity.	Documents and records Questions and surveys	✓ CIL ✓ DSE ✓ SILC
Throughout 3-year period	Goal 1 Same as above	Objective 1 continued Indicator 1.1.2 The IL Network will have a unified message about independent living	On an as needed basis, identify the number of organizations receiving information. Annually use data from the centers PPRs and IL Network surveys to determine increased awareness about services of CILs. Annually track social media and website data	Questions and surveys Document and records	✓ CIL ✓ SILC
Throughout 3-year period	Goal 1 Same as above	Objective 2 The IL Network will plan for, host and evaluate an outreach and educational	During the second year of the SPIL, Pre and Post surveys will be provided to all participants regarding their	Interviews Observation Questions and survey	✓ CIL ✓ DSE ✓ SILC

		<p>opportunity about independent living</p> <p>Indicators 1.2.1</p> <p>The IL Network will hold a statewide outreach and educational opportunity.</p>	<p>understanding of independent living and satisfaction with the event.</p>		
<p>Throughout 3-year period</p>	<p>Goal 2</p> <p>Minnesotans will have awareness of and access to independent living services</p>	<p>Objective 1</p> <p>Minnesotans will have an increased awareness of independent living services and the needs of people with disabilities in Minnesota</p> <p>Indicator 2.1.1</p> <p>Educational materials are created and distributed to the Governor's office, elected officials, advocacy/education organization, self-advocates/community organizers, etc. on an annual basis</p>	<p>Annually track the number of materials distributed, monitor social media activities</p>	<p>Documentation and records</p>	<p>✓ CIL</p> <p>✓ DSE</p> <p>✓ SILC</p>
<p>Throughout 3-year period</p>	<p>Goal 2 Same as above</p>	<p>Objective 1</p> <p>Continued</p> <p>Indicator 2.1.2</p> <p>The IL Network will create a committee to identify opportunities to present information to the governor's office, elected officials and community leaders about the needs of</p>	<p>Quarterly record the number of meetings IL Network members have with community leaders; track the number of advocacy events/opportunities IL Network members participate in; track the number of members participating in</p>	<p>Interviews</p> <p>Observations</p> <p>Document and surveys</p> <p>CIL PPR</p>	<p>✓ CIL</p> <p>✓ SILC</p>

		people with disabilities	disability events at the Capitol.		
Throughout 3-year period	Goal 2 Same as above	Objective 1 continued Indicator 2.1.3 MNSILC allocates funding to State Services for the Blind for serving unserved/underserved individuals	Annually obtain information provided by SSB about outreach services	Documents and records	<ul style="list-style-type: none"> ✓ DSE ✓ SILC ✓ SSB
From the 2016-2020 SPIL and Throughout 3-year period	Goal 2 Same as above	Objective 1 continued Indicator 2.1.4 Youth are engaged with the IL Network	Measure effectiveness of training received from APRIL through surveys. Quarterly track number of youth engaged in the IL Network	Interviews Observation Questions and survey Focus Groups CIL PPR	<ul style="list-style-type: none"> ✓ CIL ✓ SILC
Throughout 3-year period	Goal 2 Same as above	Objective 1 continued Indicator 2.1.5 Identify and/or implement on-line materials for use by IL Network and other service providers to educate people with disabilities about being prepared for a disaster	Quarterly document the number of surveys completed. Track the number of emergency preparedness material distributed on an annual basis.	Interviews Questions and surveys Document and records Group meetings CIL PPR	<ul style="list-style-type: none"> ✓ CIL ✓ DSE ✓ SILC
Throughout 3-year period	Goal 2 Same as above	Objective 1 continued Indicator 2.1.6 The IL Network builds on or	Quarterly, track the number of IL Network members involved in state emergency	Interviews Observation	<ul style="list-style-type: none"> ✓ CIL ✓ SILC

		establishes partnerships with state emergency management programs. Increase involvement in state emergency management and provide disability related input.	preparedness activities.	Group meetings	
Throughout 3-year period	Goal 2 Same as above	Objective 2 The CILs will have adequate funding to meet the needs of people with disabilities statewide Indicator 2.2.1 Using the 2020 Census, update the IL Networking funding study	By the end of year 3 the study has been completed and results have been reviewed, analyzed and shared with appropriate organizations.	Questions and survey Documentation and records Query CILs	✓ CIL ✓ DSE ✓ SILC
Throughout 3-year period	Goal 2 same as above	Objective 2 continued Indicator 2.2.2 Update CIL consumer satisfaction survey include questions regarding community needs to identify barriers or gaps in service	Responses have been collected, reviewed and analyzed and gaps or needs have been identified. Record the number of survey responses received annually.	Questions and Survey Documents and Records Query CILs	✓ CIL ✓ SILC
Throughout 3-year period	Goal 2 same as above	Objective 2 continued Indicator 2.2.3 Identify and educate potential funders to assist CILs in securing additional funding.	Semi-annually, track the number of materials distributed to potential funders. Semi-annually, track the number of potential funders	Interviews Questions and survey Documents and records Query CIL's	✓ CIL ✓ SILC

			available to the CILs.		
Throughout 3- year period	Goal 2 same as above	Objective 2 continued Indicator 2.2.4 Continue Part B funding to CILs for general operating	Annually, CILs will provide SILC and the DSE with PPR reports for inclusion in the combined annual federal reporting requirements, moneys have been provided as per the funding formula.	Questions and survey Documentation and records CILs PPR	✓ CIL ✓ DSE ✓ SILC
Throughout 3-year period	Goal 3 MNSILC demonstrates its operational effectiveness and meets its statutory responsibilities.	Objective 1 MNSILC members will have an increased knowledge of disability related issues and the IL Network operations Indicator 3.1.1 All new members will receive orientation prior to attending their first MNSILC meeting	Retain an ongoing record of orientation and training for all members	Interviews Questions and Survey Documents and records	✓ CIL ✓ SILC
Throughout 3-year period	Goal 3 same as above	Objective 1 continued Indicator 3.1.2 MNSILC members are provided opportunities to participate in national, state, regional and local trainings	Retain ongoing training records for all members	Interviews Questions and Survey Documents and records	✓ DSE ✓ SILC
Throughout 3-year period	Goal 3 same as above	Objective 2 MNSILC complies with applicable standards and indicators Indicators: 3.2.1	Completed the objectives of the SPIL and new SPIL has been created by the end of year 3.	Interviews Observation Questions and surveys	✓ CIL ✓ DSE ✓ SILC

		The IL Network will develop, implement, monitor and evaluate the implementation of the SPIL; MNSILC will allocate resources for the development of the SPIL		Documents and records Focus groups	
Throughout 3-year period	Goal 3 same as above	Objective 2 continued Indicator 3.2.2. MNSILC allocates resources for conducting public forums, hearings and may use other methods of gathering information as part of the development of the SPIL	Data collection instruments are being utilized, tabulated and results are reviewed for consideration in the next SPIL.	Interviews Focus groups Questions and surveys	✓ CIL ✓ DSE ✓ SILC
Throughout 3-year period	Goal 3 same as above	Objective 2 continued Indicator 3.2.3 MNSILC will complete annual PPR	The PPR report is completed as specified	Documentation and records	✓ CIL ✓ DSE ✓ SILC
Throughout 3-year period	Goal 3 same as above	Objective 2 continued Indicator 3.2.4 The IL Network will prepare and distribute an annual report. Resources will be allocated for printing and distribution	Beginning in the third quarter of the year, information collected is collated into an annual report and the annual report is printed and distributed by the second quarter of the federal fiscal year.	Interviews Documentation and records	✓ CIL ✓ DSE ✓ SILC
Throughout 3-year period	Goal 3 same as above	Objective 2 continued Indicator 3.2.5 MNSILC will actively recruit new members from	Records are maintained about recruitment activities.	Interviews	✓ CIL ✓ SILC

		throughout the state to maintain a functioning council	Annual meetings will be scheduled with the Governor's Office		
Throughout 3-year period	Goal 3 same as above	Objective 3 MNSILC allocate resources for general operating expenses Indicator 3.3.1 Annually, MNSILC will provide resources for staff and general operating expenses of MNSILC.	Expenses are tracked monthly. The Finance Committee reviews the budget monthly and reports progress to the full council at least quarterly.	Documentation and records	✓ DSE ✓ SILC
Throughout 3-year period	Goal 3 same as above	Objective 3 continued Indicator 3.3.2 MNSILC provides resources for council and committee meetings	Track the monthly financial expenditures.	Documents and records	✓ DSE ✓ SILC

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): 2021					
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)	\$ 89,826	0	\$135,000	\$113,891	0
Chapter 1, Part C	0	0	\$ 1,250,347	0	

Other Federal Funds					
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$ 20,000	0	0	0	
Social Security Reimbursement	0	0	0	0	
Other: CARES ACT	0	0	\$604,297	0	
Non-Federal Funds					
State Funds	0	0	\$3,011,000	0	
Other	0	0	0	0	

Fiscal Year(s): 2022					
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)	\$ 93,326	0	\$135,000	\$110,391	0
Chapter 1, Part C	0	0	\$1,250,347	0	
Other Federal Funds					
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$ 20,000	0	0	0	
Social Security Reimbursement	0	0	0	0	
Other: CARES ACT	0	0	\$ 604,297	0	
Non-Federal Funds					

State Funds	0	0	\$3,011,000	0	
Other	0	0	0	0	

Fiscal Year(s): 2023					
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)	\$ 101,576	0	\$ 135,000	\$102,141	0
Chapter 1, Part C	0	0	\$1,250,347	0	
Other Federal Funds					
Sec. 101(a)(18) of the Act (Innovation and Expansion)	\$ 20,000	0	0	0	
Social Security Reimbursement	0	0	0	0	
Other –	0	0	0	0	
Non-Federal Funds					
State Funds	0	0	\$3,011,000	0	
Other	0	0	0	0	

Description of financial plan narrative.

Sources, uses of and efforts to coordinate funding

All Chapter I, Title VII Parts B and C funds awarded under the contract by the DSE shall be utilized for the direct provision of independent living services to consumers, the general operation of the centers and/or for the enhancement, expansion or initiation of independent living services, which includes MNSILC operating expenses, contracts to centers, as well as the CILs and outreach activities offered by SSB.

State General Operating and Federal Title VII Part C funds shall continue to be awarded only to those eligible Centers meeting the standards and assurances established in Section 725 of the Rehabilitation Act as amended and Minnesota Statute 268.01 (Sub 8).

In determining funding levels for any Center, only Title VII Part C and State IL funds shall be considered under this SPIL. Specific dollar amounts for State and Federal funds are reflected in the resource plan. The methodology for distribution and service provision is explained further in the Network Plan.

The DSE and SSB provide, as an in-kind service, access to meeting rooms on an as needed basis and any print materials needed by members of MNSILC in alternate formats. These formats include, but are not limited to: Braille, CD ROM, computer disk or audio tape. The DSE also provides, as an in-kind service, staff support to the SILC, technical assistance, website hosting/updating, and other assistance as necessary. The amount of funding is reflected in the resource plan and provided in support of the MNSILC resource plan.

The IL Network collaborated on this SPIL including the development of the Resource Plan. The amounts indicated have been deemed necessary, appropriate and in compliance with the intent of the Rehabilitation Act of 1973 as amended.

General operating expenses incurred by MNSILC include: staff salary and related expenses, supplies and communication costs, travel for staff and MNSILC council members for training, accommodations requested by council members and as necessary at public hearings, council member per diem and travel for meetings, and meeting space when needed.

IL Services provides funding to the eight centers for independent living for general operating.

Other SPIL activities include an funding to State Services for the Blind (SSB), planning, developing and delivering an educational opportunity statewide, updating the 2014 funding study for the centers for independent living, follow-up and creating opportunities for youth leadership, developing emergency preparedness materials and contacts, and creating communication materials.

In the first year of the SPIL, MNSILC will allocate Part B resources:

- for general operations of MNSILC (\$89,826) including staff, council travel, supplies, communications costs, conducting surveys, hosting discussion groups about the effectiveness of the SPIL, creating two new committees, creating and printing an annual report and other communication materials.
- for equal distribution to the eight centers for independent living for general operating (\$135,000)
- Other SPIL Activities:
 - State to Services for the Blind (\$56,337) for IL services to unserved and underserved population, including minority groups and urban and rural populations.
 - to begin planning a statewide networking and educational opportunity to be held in the second year, preparing to update the 2014 funding study requested by the centers, follow-up with the APRIL mentoring program in creating opportunities for youth to engage in the IL Network, identifying resources for emergency preparedness, and create partnerships with state emergency management programs (\$57,554)

In the second year of the SPIL, MNSILC will allocate Part B resources:

- for general operations of MNSILC (\$93,326) including staff, council travel, supplies, communications costs, conducting surveys, hosting discussion groups to gather information about the effectiveness of the current SPIL and begin creating the next SPIL.
- for equal distribution to the eight centers for independent living for general operating (\$135,000)
- Other SPIL Activities:
 - to State to Services for the Blind (\$56,837) to support IL Network SPIL objectives for IL services to unserved and underserved population, including minority groups and urban and rural populations.
 - to host a statewide networking and educational opportunity, update the 2014 funding study requested by the centers, promote youth engagement, gather information for emergency preparedness, and continue partnerships with state emergency management programs (\$53,554)

In the third year of the SPIL, MNSILC will allocate Part B resources:

- for general operations of MNSILC (\$101,576) including staff, council travel, supplies, communications costs, conducting surveys, hosting discussion groups to gather information about the effectiveness of the SPIL and to create the next SPIL.
- equally to the eight centers for independent living for general operating (\$ 135,000)
- Other SPIL Activities:
 - to State to Services for the Blind (\$57,337) to support IL Network SPIL Objectives for IL services to unserved and underserved population, including minority groups and urban and rural populations.
 - to evaluate the statewide outreach and educational opportunity and determine continuing in the future, review the updated funding study and determine next steps for sharing information, develop a youth leadership networking opportunity, distribute information created by the communications committee, and continue partnership efforts with state emergency management programs. (\$44,804)

MNSILC allocates reasonable and necessary funding for projects to spend the annual budgeted amount. However, should there be unexpended funds, MNSILC will review the approved SPIL and will allocate funds in support of the already established goals, objectives and activities.

Distribution of funds

	Federal Part B Funds	Federal Part C Dollars	State Funding	Federal CARES Act Funding	Current Funding Total
Access North	\$ 16,875	\$156,293	\$375,877	\$151,074.25	\$700,119.25
Freedom Resources	\$ 16,875	\$156,294	\$375,877	\$151,074.25	\$700,120.25
Independent Lifestyles Inc	\$ 16,875	\$156,293	\$375,877	\$151,074.25	\$700,119.25
MCIL	\$ 16,875	\$156,293	\$377,462	\$151,074.25	\$701,704.25

SEMCIL	\$ 16,875	\$156,293	\$378,276	\$151,074.25	\$702,518.25
SMILES	\$ 16,875	\$156,293	\$375,877	\$151,074.25	\$700,119.25
SWCIL	\$ 16,875	\$156,294	\$375,877	\$151,074.25	\$700,120.25
OPTIONS	\$ 16,875	\$156,294	\$375,877	\$151,074.25	\$700,120.25
Total	\$135,000	\$1,250,347	\$3,011,000	\$1,208,594	\$5,604,941

CARES Act

Minnesota received \$1,208,594 from the Federal Aid, Relief, and Economic Security (CARES) Act. Funding was distributed equally among the 8 centers for independent living in Minnesota per the funding formula.

Use of CARES Act Funding

Each of the eight Minnesota CILs is developing a comprehensive plan in accordance with federal guidelines to best use CARES Act funds in their catchment area.

Section 2: Scope, Extent, and Arrangements of Services

2.1 Services

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

Table 2.1A: 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)
Core Independent Living Services, as follows:			
- Information and referral	x	X	CILs
- IL skills training	x	x	CILs
- Peer counseling	x	x	CILs
- Individual and systems advocacy	x	x	CILs
- 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 			
Counseling services, including psychological, psychotherapeutic, and related services	x	x	CILs
Services related to securing housing or shelter, including services related to community group living, and supportive of the purposes of this Act and of the titles of this Act, and adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by, individuals with disabilities) Note: CILs are not allowed to own or operate housing.	x	x	CILs
Rehabilitation technology	x	x	CILs
Mobility training	x	x	CILs
Services and training for individuals with cognitive and sensory disabilities, including life skills training, and interpreter and reader services	x	x	CILs
Personal assistance services, including attendant care and the training of personnel providing such services		x	CILs
Surveys, directories, and other activities to identify appropriate housing, recreation opportunities, and accessible transportation, and other support services	x	x	CILs MNSILC*
Consumer information programs on rehabilitation and IL 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	x	x	CILs MNSILC*

Table 2.1A: 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)
Education and training necessary for living in the community and participating in community activities	x	x	CILs MNSILC
Supported living	x	x	CILs
Transportation, including referral and assistance for such transportation	x	x	CILs
Physical rehabilitation	x	x	CILs
Therapeutic treatment	x	x	CILs
Provision of needed prostheses and other appliances and devices	x	x	CILs
Individual and group social and recreational services	x	x	CILs
Training to develop skills specifically designed for youths who are individuals with significant disabilities to promote self-awareness and esteem, develop advocacy and self-empowerment skills, and explore career options	x	x	CILs MNSILC*
Services for children	x	x	CILs
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			
Appropriate preventive services to decrease the need of individuals with significant disabilities for similar services in the future	x	x	CILs
Community awareness programs to enhance the understanding and integration into society of individuals with disabilities.	x	x	CILs MNSILC*
Such other services as may be necessary and not inconsistent with the Act	x	x	CILs, State Services for the Blind MNSILC*
*MNSILC does not provide direct services to individuals with disabilities but works collaboratively with the CILs in these areas.			

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.

Definitions of “unserved” and “underserved” for outreach

Minnesota has a diverse minority population. In addition to Native Americans, Blacks or African Americans, Hispanic or Latino, Minnesota has immigrants from Southeast Asia (Hmong, Laos, Vietnam), Africa (Somalia, Sudan, Ethiopia), and other European and Asian Countries. Language and culture are barriers for individuals where English is a second language. Some communities report 80 or more different languages spoken.

Underserved areas of Minnesota:

The Centers are maximizing the limited resources available to them. The 87 counties in Minnesota have been assigned to the eight centers for independent living. Due to insufficient funding to fully support the independent living program in Minnesota, there are counties within the catchment areas that may not receive all the five core services. Some disparities between counties may be due diverse populations who historically have received less services, benefits and who experience disparities in major life/health/economic/housing/education-related categories and therefore people with disabilities either don't receive services (unserved) or receive limited services (underserved).

The IL Network has determined these counties are underserved: Anoka, Beltrami, Big Stone, Carlton, Carver, Chippewa, Chisago, Clearwater, Cook, Dakota, Dodge, Douglas, Fillmore, Freeborn, Goodhue, Hennepin, Houston, Hubbard, Jackson, Kandiyohi, Kittson, Koochiching, Lac qui Parle, Lake, Lake of the Woods, Le Sueur, Lincoln, Mahnomon, Marshall, McLeod, Meeker, Mille Lacs, Morrison, Mower, Murray, Norman, Olmsted, Pennington, Pipestone, Polk, Ramsey, Red Lake, Renville, Rice, Roseau, Scott, Sibley, Steele, Swift, Todd, Traverse, Wabasha, Waseca, Washington, Watonwan, and Winona,

Unserved counties in Minnesota

Due to insufficient funding to support independent living services these counties are identified as unserved: Hennepin, Isanti, Kanabec and Ramsey. In the case of Hennepin and Ramsey counties there are 92 different languages spoken. Individuals are presumed unserved due to language, cultural or ethnic barriers and individuals not being aware of services.

Target Populations and/or geographic areas

Populations of people underserved or unserved may include:

- Seniors with disabilities
- Veterans with disabilities
- Youth with disabilities
- Specific disability diagnosis
- People with disabilities who identify as LGBTQ
- People with disabilities in unserved/underserved populations
- People in all geographic locations across the State

Unserved and underserved demographics are determined by using the CIL Program Performance Review (PPR) in comparison with information from the State Demographers Office.

Outreach Activities and methods to be conducted and who will conduct each

The working relationship that has been established between the IL Network and the 121 Projects of the Red Lake Nation and the White Earth Reservation shall be maintained and enhanced. The SILC, DSE, SSB and respective CILs and the State's 121 Project leaders shall continue to seek new ways to provide services with the recognition that the team approach provides the greatest means to an end, irrespective of differing cultures and geographical distances. The IL Network shall continue to collaborate with American Indian leaders and agencies and will encourage strong, collaborative relationships with CILs in the same geographical area as tribal communities throughout Minnesota.

Each CIL provides services to at least one minority population in its service area and has established a collaborative relationship with at least one community partner working with targeted minority populations in that same geographic location. Each CIL will continue to provide services, build on these collaborative partnerships and/or will develop services tailored to other minority populations in its catchment area.

Under this SPIL, the IL Network will continue to identify innovative approaches to outreach with targeted populations and in rural, urban and suburban areas. In addition, the IL Network will provide, upon request, all informational materials in alternative formats and languages.

The IL Network will collaborate and contribute to these outreach efforts identified in the goals:

- Distribution of appropriate materials developed by the IL Network.
- Establishment of a committee to create and distribute a unified message to educate federal, state and local elected officials and other service providers.
- Continuing ongoing training opportunities for members of the IL Network.
- Focus MNSILC recruitment activities to better represent the diversity of Minnesota.
- Exploring and developing a plan for increased outreach/communication with youth.
- The IL Network will continue to work on planning for statewide coverage through the CILs.
- Through the communication committee, develop a plan for and implementation of increased ways to communicate information statewide.

2.3 Coordination

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

The IL Network will facilitate communications, coordinate activities and cooperate with other agencies and groups through inclusion, networking and information dissemination. One center director selected by the Center directors shall be a voting member of MNSILC. Ex-officio MNSILC members may include representatives from the Minnesota Governor's Council on Developmental Disabilities, the State Council on Disability, State Services for the Blind, Vocational Rehabilitation Services, the Department of Human Services and other public or private agencies serving people with disabilities.

In-service training from various community-based and governmental service providers shall be scheduled during both regular MNSILC meetings and out state MNSILC training meetings.

In addition, MNSILC shall continue to select members to serve as MNSILC's representative on various councils including, but not limited to the State Rehabilitation Council General, State Rehabilitation Council for the Blind, the Olmstead Implementation Council and other organizations working with people with disabilities as deemed appropriate.

Coordination and cooperation between the IL Network and other organizations:

To avoid unnecessary duplication and to advance independent living services statewide, the IL Network will collaborate with state, local, and various service providers through scheduled meetings, focus groups and a review of data collected. The DSE and Minnesota CILs regularly share information and coordinate activities related to the following services:

- Special Education
- Employment/transition services
- Vocational Education
- Developmental Disabilities Services
- Public Health
- Mental Health
- Housing
- Transportation
- Veterans Services
- State Emergency Preparedness Management Programs

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 (e.g., Part B, Part C, state funds, etc.) and oversight entity.

The State of Minnesota has eight centers for independent living. Each center receives Part C, Part B, state funds and other funds. The eight centers provide services in all 87 counties. Counties are assigned to a CIL based on a geographic area where core services are provided. A map is available upon request. The catchment area of CILs in Minnesota is agreed upon by the centers for independent living, the DSE and MNSILC. Access North, Options, Freedom Resources, SEMCIL and SMILES operate satellite offices in their catchment areas.

Chart of Centers in the Minnesota IL Network:

Legal Name/Population*/Address	Counties in the Catchment Area	Oversight Process	Oversight Entity	SPIL Signatory	Source of Funds
Access North: Center for Independent Living of Northeastern Minnesota; (pop. 449,816); 1309 East 40 th Street, Hibbing, MN 55746	Aitkin, Carlton, Cass, Cook, Crow Wing, Itasca, Koochiching, Lake, Pine, St. Louis.	DSE has signed contract with each CIL. The DSE requires documentation of expenses and monthly progress reports on activities. The DSE does on-site reviews once every 3 years.	DSE	yes	Part C Funds Part B Funds State General Revenue Other Federal Funds CARES Act Other

		<p>DSE determines oversight process.</p> <p>CIL submits CIL PPR to DSE</p> <p>DSE submits PPR to ACL</p>	DSE and ACL/OILP		
<p>ILICIL: Independent Lifestyles Inc. A Center for Independent Living; (pop. 669,892);</p> <p>215 North Benton Drive, Sauk Rapids, MN 56379</p>	<p>Benton, Chisago, Isanti, Kanabec, Kandiyohi, Meeker, Mille Lacs, Morrison, Sherburne, Stearns, Wright</p>	<p>DSE has signed contract with each CIL.</p> <p>The DSE requires documentation of expenses and monthly progress reports on activities. The DSE does on-site reviews once every 3 years</p> <p>DSE determines oversight process.</p> <p>CIL submits CIL PPR to DSE</p> <p>DSE submits PPR to ACL</p>	DSE	yes	<p>Part C Funds</p> <p>Part B Funds</p> <p>State General Revenue</p> <p>Other Federal Funds</p> <p>CARES Act</p> <p>Other</p>
<p>SMILES: Southern Minnesota Independent Living Enterprises and Services; (pop. 269,883)</p> <p>709 S Front Street, Suite 7 Mankato, MN 56001</p>	<p>Blue Earth, Brown, Faribault, Le Sueur, Martin, McLeod, Nicollet, Sibley, Waseca, Watonwan.</p>	<p>DSE has signed contract with each CIL.</p> <p>The DSE requires documentation of expenses and monthly progress reports on activities.</p> <p>The DSE does on-site reviews once every 3 years</p> <p>DSE determines oversight process.</p>	DSE	yes	<p>Part C Funds</p> <p>Part B Funds</p> <p>State General Revenue</p> <p>Other Federal Funds</p> <p>CARES Act</p> <p>Other</p>

		<p>CIL submits CIL PPR to DSE</p> <p>DSE submits PPR to ACL</p>	DSE and ACL/OILP		
<p>Freedom: Freedom Resource Center for Independent Living; (pop.269,830);</p> <p>2701 9th Ave S, Suite H, Fargo, ND 58103</p>	<p>Becker, Clay, Douglas, Grant, Ottertail, Pope, Stevens, Todd, Traverse, Wadena, Wilkin.</p>	<p>DSE has signed contract with each CIL.</p> <p>The DSE requires documentation of expenses and monthly progress reports on activities.</p> <p>The DSE does on-site reviews once every 3 years.</p> <p>DSE determines oversight process.</p> <p>CIL submits CIL PPR to DSE</p> <p>DSE submits PPR to ACL</p>	<p>DSE</p> <p>DSE and ACL/OILP</p>	yes	<p>Part C Funds</p> <p>Part B Funds</p> <p>State General Revenue</p> <p>Other Federal Funds</p> <p>CARES Act</p> <p>Other</p>
<p>Options: Options Interstate Resource Center for Independent Living; (pop. 171,695);</p> <p>318 3rd St NW, East Grand Forks, ND 56721</p>	<p>Beltrami, Clearwater, Hubbard, Kittson, Lake of the Woods, Mahnomen, Marshall, Norman, Pennington, Polk, Red Lake, Roseau.</p>	<p>DSE has signed contract with each CIL.</p> <p>The DSE requires documentation of expenses and monthly progress reports on activities.</p> <p>The DSE does on-site reviews once every 3 years</p> <p>DSE determines oversight process.</p> <p>CIL submits CIL PPR to DSE</p>	<p>DSE</p> <p>DSE and ACL/OILP</p>	yes	<p>Part C Funds</p> <p>Part B Funds</p> <p>State General Revenue</p> <p>Other Federal Funds</p> <p>CARES Act</p> <p>Other</p>

		DSE submits PPR to ACL			
<p>SWCIL: Southwestern Center for Independent Living; (pop. 174,191);</p> <p>109 S 5th St, Suite 700 Marshall, MN 56258</p>	<p>Big Stone, Chippewa, Cottonwood, Jackson, Lac Qui Parle, Lincoln, Lyon, Murray, Nobles, Pipestone, Redwood, Renville, Rock, Swift, Yellow Medicine.</p>	<p>DSE has signed contract with each CIL.</p> <p>The DSE requires documentation of expenses and monthly progress reports on activities.</p> <p>The DSE does on-site reviews once every 3 years.</p> <p>DSE determines oversight process.</p> <p>CIL submits CIL PPR to DSE</p> <p>DSE submits PPR to ACL</p>	<p>DSE</p> <p>DSE and ACL/OILP</p>	<p>yes</p>	<p>Part C Funds Part B Funds State General Revenue Other Federal Funds CARES Act Other</p>
<p>SEMCIL: Southeastern Minnesota Center for Independent Living; (pop. 511,231)</p> <p>2200 2nd St SW, Rochester, MN 55902</p>	<p>Dodge, Fillmore, Freeborn, Goodhue, Houston, Mower, Olmsted, Rice, Steele, Wabasha, Winona.</p>	<p>DSE has signed contract with each CIL.</p> <p>The DSE requires documentation of expenses and monthly progress reports on activities.</p> <p>The DSE does on-site reviews once every 3 years.</p> <p>DSE determines oversight process.</p> <p>CIL submits CIL PPR to DSE</p> <p>DSE submits PPR to ACL</p>	<p>DSE</p> <p>DSE and ACL/OILP</p>	<p>yes</p>	<p>Part C Funds Part B Funds State General Revenue Other Federal Funds CARES Act Other</p>

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.

Current Part C funding:

Federal Title VII Part C funds shall continue to be awarded only to those eligible Centers meeting the standards and assurances established in Section 725 of the Rehabilitation Act as amended. Part C funds are distributed equally among the 8 centers for independent living. (See chart below) The DSE oversees the disbursement and expenditure of funds.

Current Part B funding:

Annually, the SILC allocates Part B funds for equal distribution to the centers for general operating expenses. At the request of MNSILC, the DSE generates the contractual agreements with the centers and disburses funds monthly based on invoices generated by the centers.

Current State Funding:

State General Operating funds are awarded to the eight centers for independent living according to Minnesota Statute 268.01 Subd 8. The DSE oversees the disbursement and expenditure of funds.

Proposed efforts to increase State Funding:

Since Minnesota's Network Plan created eight centers to serve the entire geographic area of Minnesota, the IL Network is working on realizing a goal of each center reaching its funding goal as defined through its formula funding analysis (C. J. McKinney and Patricia Yeager, 2015). To that end the first goal of the IL Network was for each of eight Centers located within the state to be equally funded through a step-up process until all eight Centers had equal funding. This goal has been achieved.

The second goal would be to provide equal increases to all eight centers until each center reaches the funding level as defined through the funding formula analysis. Since each Center, based on population of people with disabilities and geographic area, have different funding levels defined through the funding analysis each will be increased equally until each reaches their defined level. Once all have reached the funding level as defined in the formula, increases will be based on inflationary factors and changes in population as the funding formula is adjusted or revised based on best practice at that time.

The IL Network will commission an updated funding study to include youth age 14 and up with disabilities based on data from the 2020 census. The IL Network will discuss what additional information is needed in the study to revise the minimum amount of funding required for a center for independent living including disability and diversity.

Current funding including funding formula goal:

The table below shows current funding levels for Federal Part C funds, Part B funds, and State funds. Total current funding totals indicate that each center is above the minimum (500,000) suggested for a center. The Funding Formula Goal represents additional state or other funds for each center based on the funding formula analysis mentioned above.

Current Funding Table with Funding Formula Goal

Center Name	Federal Part C Dollars	Federal Part B Funds	State Funding	Total Current Funding Total	Proposed Funding Formula Goal
Access North	\$156,293	\$16,875	\$375,877	\$549,045	\$2,349,889
Freedom	\$156,294	\$16,875	\$375,877	\$549,046	\$2,193,067
Independent Lifestyles Inc.	\$156,293	\$16,875	\$375,877	\$549,045	\$2,580,967
MCIL	\$156,293	\$16,875	\$377,462	\$550,630	\$2,313,640
SEMCIL	\$156,293	\$16,875	\$378,276	\$551,444	\$2,193,840
SMILES	\$156,293	\$16,875	\$375,877	\$549,045	\$1,967,634
SWCIL	\$156,294	\$16,875	\$375,877	\$549,046	\$2,649,916
OPTIONS	\$156,294	\$16,875	\$375,877	\$549,046	\$2,334,344
Total	\$1,250,347	\$ 135,000	\$3,011,000	\$4,396,347	\$18,583,297

Minimum funding level for a Center and formula/plan for distribution of funds to bring each Center to the minimum. Exceptions must be explained with sufficient detail.

Historically minimum funding levels were to ensure no centers were initiated without adequate funding of \$500,000 using Part C and state funds. Each of the eight centers for independent living in Minnesota have achieved minimum level of support. (See the chart above)

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

It is the utmost priority to maintain services to people with disabilities residing within the State. If for any reason, a center is not able to provide independent living services in their designated area, the following procedures to maintain coverage will be implemented.

The agreed upon methodology is that those CILs that border the unserved counties in proximity to the removed or closed center will amend their service area to include all the unserved counties within the State. This approach is the most cost-effective methodology in providing services to these Counties. The DSE and ACL would be apprised of the change and if necessary, an amendment to the SPIL would be requested. Part C and State Funds would be distributed based on the revised population formula. Part B funds would be distributed equally among the remaining centers.

If it is not feasible for the remaining centers to absorb the unserved counties, the next step in the process would be to inform the DSE and ACL of the center’s circumstances affecting the change of eligibility for further funding and MNSILC’s plan to implement a Continuance of Coverage Plan. Discuss what regulations are applicable to the remaining Part C Funds and the future Part C funds that would be allocated to serve the designated territory served by the Center in question.

Set up a sub-committee made up of representatives of the DSE, MNSILC and at least one center director to identify the reason for the loss of a center, whether mismanagement, loss of stable funding, change of mission, or other circumstance that may have a bearing on whether the center can go through re-organization or a new center has to be started. Accomplish this through face to face meetings with any remaining board members or staff. Itemize the equipment and supplies compared to inventory lists, purchase orders and

possible leans against the center. Delineate those items purchased with Federal and/or State funds in order to insure its availability for the future center.

Develop a mechanism where the closest existing center can provide temporary services utilizing the remaining Part C, Part B and State funds until a new center is able to deliver services. If it is determined that a new center needs to be started, encourage those persons with disabilities within the area to initiate the processes needed to make application for funds in accordance with the SPIL and in collaboration with the ACL, the IL Network, and DSE.

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

It would be the goal of the IL Network that no center would be more adversely affected than another if funding is cut. Any reductions in Part C funding would be shared in an equally and proportionate manner as possible to mitigate the adverse impact on an individual. Reductions in State funding shall be shared by the percentage rate of the cut. Reductions in Part B funding shall be shared equally among the centers.

Restoration of funds

Reductions in funding (State and Part C) experienced by the centers will be restored to the highest historic funding level of each center. If additional funding is not at the level needed to replace all prior funding reeducations, funds will be restored in equal amounts for Part C and by the same percentage used to cut the funds for state funding.

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

MNSILC has defined the IL Network to include the entire State's land mass being served by its eight Part C funded Centers for Independent Living. Because of this there would be no expansion or adjustments to the IL Network unless it would be due to a center dissolving or due to adverse findings at which time the mechanisms outlined in this section would be followed to initiate a new center to serve the designated area in question. No new center would be created that would diminish the service areas of another center. As additional stable sources of funding become available, centers are encouraged to utilize satellite offices to expand their services into underserved geographic areas within their catchment areas.

The IL Network and the DSE have evaluated the logic related to starting new CILs, should additional resources be made available. Based on the geographic location and sparse population of the historic unserved counties it was determined that it would not be cost effective to initiate new CILs. The counties, in any combination, do not represent a large enough area to support a standalone CIL as the population would be too small and/or the counties not concentrated to a single area, resulting in a service delivery approach that would not be cost effective.

Plan for one-time funding and/or temporary changes to Center service areas and/or funding levels.

All funds designated for the provision of independent living services through a Center for Independent Living for a multi-year period whether Part B, or State allocated funds will be dispersed in the same manner as non-COLA Part C Funds except in the case of one-time funding. In instances where one-time funding is appropriated or funds designed to raise the centers capacity to serve an unserved or underserved group with an anticipated end date, each center will receive allocations based on a methodology agreed upon at the time of the award by the IL Network and the DSE. Funding goals of the allocation will be used to help delineate the disbursement method whether equal, through a combination of geography and population or by population in relation to the overall goal in exchange for the funding.

Should Social Security Reimbursement funds be made available to CILs, the allocation methodology will be agreed upon at the time of the award by CIL's and DSE.

Definition of served, underserved and unserved

In 2015 Minnesota's State Council for Independent Living commissioned an analysis of the money needed to fully fund its eight Centers for Independent Living. Based on that report it was found that Minnesota's Centers were underfunded by an estimated 77% of what would be needed to serve adults with disabilities which includes seniors with disabilities. The analysis at the time did not include youth with disabilities. Because of this it could be said that no area in the State could be referred to as fully served. Based on geography, the State on a whole is underserved until each Center is fully funded.

The Centers self-identified these counties as being underserved:

CIL	Underserved Counties
Access North	Cook, Lake, Koochiching, Carlton
Freedom Resources	Traverse, Douglas, Todd
Independent Lifestyles Inc.	Meeker, Mille Lacs, Morrison, Wright, Kandiyohi, Isanti, Kanabec, Chisago
MCIL	Anoka, Hennepin, Ramsey, Dakota
SEMCIL	Dodge, Fillmore, Goodhue, Olmstead, Rice, Steele, Wabasha
SMILES	McLeod, Sibley, Le Sueur, Watonwan, Waseca.
SWCIL	Big Stone, Chippewa, Jackson, Lac Qui Parle, Lincoln, Murray, Pipestone, Renville, and Swift Counties.
OPTIONS	Beltrami, Clearwater, Hubbard, Kittson, Lake of the Woods, Mahnomen, Marshall, Norman, Pennington, Polk, Red Lake, Roseau

In addition to geography, Minnesota has a diverse population including Native Americans, Blacks or African Americans, Hispanic or Latino, Southeast Asian (Hmong, Laos, Vietnam), African (Somalia, Sudan Ethiopia), and other European and Asian immigrants who could be considered underserved or unserved populations due to language and culture barriers for individuals with disabilities.

CARES ACT

Minnesota received \$1,208,594 from the Federal Coronavirus Aid, Relief, and Economic Security Act (CARES). Funding was distributed equally among the 8 centers for independent living in Minnesota per the funding formula. See the chart below.

Lead Agency	Funding Type	Grant Amount	Proposed Use of Funds
Access North CIL	Federal CARES	\$151,074.25	Access North will be expanding our assistive technology lending library to aid in communication support, environmental control and accessibility throughout the home.

			<p>Our goal is to support social connections and to support people to remain in their community home and avoid congregate placements.</p> <p>Focus will also be on the provision of remote services, classes and support groups.</p>
FREEDOM CIL	Federal CARES	\$151,074.25	<p>Freedom Resources intends to use CARES Act funds to continue operational activities and expenses related to COVID-19. These may include but not limited to technology, supplies, services, and program activities as allowable under the CARES Act, and other expenses pertaining to COVID-19 as allowable.</p>
Independent Lifestyles CIL	Federal CARES	\$151,074.25	<p>ILICIL will provide basic necessities by providing food and product care packages for consumers and partner with food shelves to ensure sustainability</p> <p>Enhance and provide technology and the ability to work from home for staff and connect with consumers via technology; use technology to decrease isolation for consumers and create videos to enhance learning for consumers.</p> <p>Provide Independent Living wellness and reintegration retreats for consumers</p> <p>Develop a Health Care Equity Campaign by raising community awareness of the rights and needs of people with disabilities regarding healthcare equity and how rights are impacted during COVID 19.</p>
Metropolitan CIL	Federal CARES	\$151,074.25	<p>Project Goal 1: COVID-19 Related Supplies</p> <p>Objective: Metropolitan Center for Independent Living (MCIL) will purchase goods and services that advance the safety and health of both staff and consumers in the delivery of direct services and</p>

			<p>activities intended to address COVID-19 related needs.</p> <p>Strategies: MCIL will purchase supplies such as masks, gloves, and hand sanitizer. These supplies will be distributed to consumers of Personal Assistant Services (PAS), Direct Service Professionals who serve PAS consumers, other consumers and MCIL staff who are receiving and delivering services intended to address COVID-19 related needs, and the disability community of the Twin Cities metro-area.</p> <p>Project Goal 2: Salaries and Technology</p> <p>Objective: MCIL will provide salaries and technology for MCIL staff providing allowable CARES Act CIL program activities.</p> <p>Strategies: MCIL staff are encouraged to use technology to enable and support the provisions of services to consumers, including remote service delivery assisted by laptops, cellphones, and telecommunication tools. Services provided by staff include: service coordination during and after the COVID-19 pandemic, activities that assist individuals with disabilities who are at risk of needing to live in institutional settings to remain in their independent homes and communities of their choosing, services that address the shortages of accessible and affordable housing, addressing food insecurity, and ensuring health equity in medical settings.</p>
<p>OPTIONS CIL</p>	<p>Federal CARES</p>	<p>\$151,074.25</p>	<p>Monitor the adverse effects of COVID-19 to insure the CIL is reactive to need.</p> <p>Increase the number of venues where consumers can develop peer interactions through social media, technological solutions, and phone connectivity.</p> <p>Increase the knowledge of our service area members of the services and state of</p>

			<p>the art scientific knowledge involved in the fight against COVID-19.</p> <p>Garner and distribute those supplies shown to assist in reducing or monitoring the spread of COVID-19 among people with disabilities who are unable to afford or have no access to such.</p> <p>Identify and assist people with disabilities out of institutional care and from entering institutional care, a location which is shown to have the highest ratio of deaths related to COVID-19.</p>
SEMCIL	Federal CARES	\$151,074.25	<p>SEMCIL will utilize the resources associated with the CARES Act funding to purchase and disperse technology such as phone, tablets, and other appropriate communication devices to ensure that people with disabilities throughout the catchment area have access to loved ones, services, and other necessary resources via virtual platforms.</p> <p>SEMCIL will partner with assistive living organizations, group homes, and individuals to ensure that people have the technology that they need. The technology will be provided through a lending relationship with the person and will remain the property of SEMCIL as the intent is not to permanently provide the technology for people.</p> <p>SEMCIL will also use a pool of the resource to provide critical supplies to people with disabilities that cannot afford them due to COVID-19. Whether food, housing, or transportation related, unique situations will arise that SEMCIL is eager to assist with. We will have an application and review process for these dollars, with careful attention paid to regulatory requirements of the CARES Act.</p>

			<p>The initial application will have the bulk of the budget focus on supplies as the timeline for the funding is long and the needs of people will evolve as the pandemic continues. SEMCIL will continue to analyze and respond to the needs of people with disabilities in Southeastern MN.</p>
SMILES CIL	Federal CARES	\$151,074.25	<p>SMILES will provide as many core services remotely to consumers during COVID-19 by purchasing technology for staff and consumers.</p> <p>Keep staff and consumers healthy and minimize risk during COVID-19 Pandemic by providing necessary Personal protection equipment.</p> <p>Provide Education on staying healthy, educate and advocate for health equity for people with disabilities.</p> <p>Partner locally to provide supplies and provisions.</p>
SWCIL	Federal CARES	\$151,074.25	<p>SWCIL has proposed to:</p> <p>Identify needs of the disability community created by the COVID-19 pandemic;</p> <p>Address needs identified in community needs assessments, to include issue areas such as procurement or delivery of personal care necessities or life sustaining food for consumers who are unable to self-procure these items, connecting with others during Stay at Home Orders, social distancing, or self-isolation measures, meeting assistive technology needs, accessing healthcare; securing safe housing; and other life sustaining or independent living needs changing or arising due to the COVID-19 pandemic;</p> <p>Increase the Center’s capacity to serve individuals remotely and to safely serve</p>

			<p>individuals in-person during and after the COVID-19 pandemic.</p> <p>Offer and provide IL services and activities that support people with disabilities with maintaining or establishing community-based living during and after the COVID-19 pandemic.</p>
TOTALS		\$1,208,594.00	

as of 04 21 2020

Section 4: Designated State Entity

Minnesota Department of Employment and Economic Development/Vocational Rehabilitation Services (DSE) will serve as the entity in **Minnesota** 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.

FROM THE INSTRUCTIONS: Describe the processes, policies, and procedures to be followed by the DSE in the awarding of grants of Part B funds including:

- *Process for soliciting proposals:* The DSE adheres to the funding priorities and activities established by the MNSILC and as approved in the three-year State Plan for Independent Living. The DSE follows the established State rules, guidelines and procurement laws as it relates to request for proposals from the public, for all solicitations when using Part B funds.
- *Development of format for proposals:* The DSE collaborates with the MNSILC to develop the format for solicitations, including the purpose, scope, scoring criteria, as well as including MNSILC members in the review and scoring process of all Part B proposals.

- Process for reviewing proposals and who reviewers will be: As the DSE and State agency responsible for receiving and distributing Part B funds, the DSE follows the established State rules and procedures as it relates to request for proposals from the public, for all solicitations of Part B funds. The DSE works closely with MNSILC to choose appropriate individuals to be part of the review team for all Part B solicitations, as approved in the SPIL.

Process for evaluating performance and compliance of grantees (The above must also specify any differences for continuation funding vs. new awards.)

DEED/VRS monitors contract performance by the following three methods:

1. Contract activity and status are reported on a monthly basis. The review includes Financial Status and Program Progress Reports, written explanations of deviations from the contract's approved goals and objectives, and a report of changes in timelines or resource allocation.
2. Consumer service data are reviewed, including data from the Annual PPR/704 Part II reports and written or verbal input from consumers.
3. Annual contract reviews are completed, including a fiscal reconciliation audit of any grant exceeding \$50,000 and on-site compliance reviews of Centers for Independent Living. Each Center receiving Federal and State IL funds undergoes an on-site compliance review every three years. Those Centers not scheduled for an on-site compliance review during any year undergo an on-site monitoring by DEED/VRS IL Section staff.

The policies, practices and procedures for the award of contracts under Section 723 will continue as stated above. The Annual Performance Report (704, Part II) shall be utilized as the continuation application for Centers. In addition, DEED/VRS shall continue to compile and evaluate Centers' IL data on an annual basis, and provide recommendations, as appropriate, for improving IL service-delivery and IL program cost-effectiveness.

In conducting such on-site reviews, the DSE shall utilize the HHS-ACL current review instrument and will follow the on-site review procedures.

The DSE does not recognize any differences for continuation funding vs. new awards.

4.3 Oversight Process for Part B Funds

The oversight process to be followed by the DSE.

FROM INSTRUCTIONS: Describe the oversight process for:

- Part C (alone or in combination with Part B or other funds) oversight by ACL/OILP
 - Part B (when no Part C is received) oversight by DSE
 - Other funds included in 1.4 Financial Plan
 - 723 States
- NOTE: Pursuant to 45 CFR 1329.15(c)(4), the DSE may not include any conditions or requirements in the SILC's Resource Plan that may compromise the independence of the SILC.

The policies, practices and procedures for the award of contracts under Section 723 will continue as stated above. The Annual Performance Report (704, Part II) shall be utilized as the continuation application for Centers. In addition, DEED/VRS shall continue to compile and evaluate Centers' IL data on an annual basis, and provide recommendations, as appropriate, for improving IL service-delivery and IL program cost-effectiveness.

In conducting such on-site reviews, DEED/VRS shall utilize the HHS-ACL current review instrument and will follow the on-site review procedures established under 45CFR 366.38 (A), (B), (C), and (D).

The DSE does not include any conditions or requirements in MNSILC's Resource Plan that may compromise the independence of MNSILC.

4.4 Administration and Staffing

Administrative and staffing support provided by the DSE.

The Minnesota Department of Employment and Economic Development/Vocational Rehabilitation Services will continue to be the DSE for the Minnesota Statewide Independent Living Council. The principle staff assigned to the DSE is the Independent Living Specialist. The Independent Living Specialist has key responsibilities for the State and Federal (Parts B and C) independent living grant activities. Responsibilities for management oversight of the independent living activities reside with the Director of Vocational Rehabilitation Services. Staff from the DEED/VRS Administrative Services section also contributes to the administrative support of the DEED/VRS independent living activity (Parts B and C). Fiscal services staff set up state and federal accounts for grants, review financial reports, and participate in State monitoring and Federal on-site compliance reviews. The MNSILC website (mnsilc.org) is supported, at the request of the MNSILC, by the DSE at no cost. VRS Communications staff updates the MNSILC website with material provided by MNSILC and ensures content is accessible.

Explain how the DSE will demonstrate that not more than 5% of Part B appropriation (including state match) will be used on administrative costs.

The DSE uses I&E funds and program income funds to carry out administration responsibilities to the SILC. DEED/VRS does not use Part B funds for the administration of fiscal or programmatic responsibilities associated with the MNSILC Part B or C programs.

When DSE employees serve as staff to the SILC, describe how the SILC will hire, fire and supervise such staff.

MNSILC does not employ DSE staff to conduct MNSILC operations. There is an agreement in place with the DSE regarding the duties and tasks requested by MNSILC.

Describe how the DSE will assure that such staff will not be assigned to other project/activities that would create a conflict of interest with their SIL responsibilities

The DSE provides staff assigned to MNSILC projects that are completed upon the request of the SILC and do not create a conflict of interest with MNSILC or their state related job duties.

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**

4.6 722 vs. 723 State

Check one:

- 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.

Describe the order of priorities for allocating funds, how agreement of the SILC and CILs was secured and difference (if any) from the priorities in the regulations

The SILC and CIL's determined Minnesota's proposed order of priorities:

- (a) In accordance with a State's allotment and to the extent funds are available, the order of priorities for allocating funds among centers within a State is as follows:
 - (2) Existing centers, as described in 45 CFR 1329.21, that comply with the standards and assurances in section 725(b) and (c) of the Act and subparts F and G of this part first receive the level of funding each center received in the previous year.
 - (3) Existing centers that meet the requirements of paragraph (a)(1) of this section then receive a cost-of-living increase in accordance with procedures consistent with section 721(c)(3) of the Act. (b) If, after meeting the priorities in paragraphs (a)(1) and (2) of this section.
 - (4) Unexpended funds from the fiscal year will be shared in support of existing SPIL goals or equally among existing centers that meet the requirements of paragraph (a)(1) of this section.

5.1 Establishment of SILC

How the SILC is established, and SILC autonomy is assured.

Established:

The Minnesota Statewide Independent Living Council was created by Minnesota Statute 268A.02 Subd.2. The Minnesota Statewide Independent Living Council is an independent entity of state government and is not part of, or subordinate to any state agency. In 2018 MNSILC researched becoming a non-profit organization and determined not to become a non-profit.

Autonomy:

The MNSILC is established exclusively to fulfill the applicable provisions of the Rehabilitation Act of 1973, as amended.

The Minnesota Statewide Independent Living Council (MNSILC) is an independent entity of state government and is not part of or subordinate to any state agency.

The DSE administers grant funds for MNSILC operations. Operations for MNSILC are autonomous from the DSE. The MNSILC Finance Committee prepares an annual budget that is approved and monitored by the full council on a monthly basis and is shared with 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.

Sources and Amounts of Funding:

MNSILC budgets for resources necessary and sufficient to ensure the capacity of the SILC to fulfill at the duties and authorities of Section 705(C) of the Act. Minnesota Part B appropriation is \$338,717 annually. The DSE provides I & E funds for accounting, communication and program staff and technical assistance as necessary.

Staff/Administrative support:

MNSILC employs the Coordinator position at three quarter time (30 hours per week). The Coordinator is supervised and evaluated by MNSILC's Chair. Supervision is ongoing and formal evaluation occurs at least once a year. In addition, MNSILC members provide leadership on committees in carrying out their work.

In-Kind:

The DSE and SSB provide, as an in-kind service, any print materials needed by members of MNSILC in alternate formats and access to meeting room space at no cost on an as needed basis. Alternative formats include, but are not limited to: Braille, CD ROM, computer disk or audio tape. The DSE also provides, as an in-kind service, staff support to MNSILC, technical assistance, website hosting/updating, and other assistance as requested by MNSILC. The amount of funding is reflected in the resource plan and provided in support of the SILC resource plan.

MNSILC, Centers for Independent Living, the DSE and SSB have collaborated on this SPIL including the development of the Resource Plan. The amounts indicated have been deemed necessary, appropriate and in compliance with the intent of the Rehabilitation Act of 1973, as amended.

Process used to develop the Resource Plan.

The 2021 - 2023 SPIL Resource Plan was developed in conjunction with the SILC, CIL's, SSB and the DSE based on a review of past and present expenditures and future projections of funding. We believe that the funding sources and levels of funding contained in the SPIL are realistic at this time. Sources of revenue in the Resource Plan include Part B funds and I&E funds.

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

MNSILC is responsible for the development and ongoing review of the annual budget for all resources allocated, as described in the resource plan. MNSILC assures that all expenditures are in accordance with the resource plan in the approved SPIL. The annual budget is approved during a regularly scheduled

meeting. The MNSILC Finance Committee provides a financial report of expenditures at each council meeting. In addition, the DSE records and processes all deposits and expenditures and provides necessary reports to federal and state entities.

All financial transactions and record-keeping are consistent with applicable federal and state policies, regulations and fiscal and accounting requirements. MNSILC and the DSE make available all required reports and provide access to records, for the purpose of conducting audits, examinations and compliance reviews.

No conditions or requirements are included in the resource plan that may compromise the independence of the MNSILC.

Annually Title VII Part B funds shall be reserved for the MNSILC by the DSE to support the 705(C) duties and authorities of the MNSILC, including the general operations of the MNSILC.

This amount includes, but not limited to, the following activities:

- Regular meetings of MNSILC and committee meetings as needed
- Forums and hearings annually and as necessary.
- Educational/Training of MNSILC Members.
- Provision of reasonable accommodations.
- MNSILC Coordinator and staffing costs.
- Minutes/Note taker costs.
- Provision of outreach to unserved/underserved populations (SSB).
- MNSILC Communications, including annual report, social media and other publications.
- Coordinate and collaborate with other entities in the State.

MNSILC allocates reasonable and necessary funding for projects to spend the annual budgeted amount. However, should there be unexpended funds, MNSILC will review the approved SPIL and will allocate funds in support of the already established goals, objectives and activities.

Justification if more than 30% of the Part B appropriation is to be used for the SILC Resource Plan. Throughout the 3-year period of the SPIL, MNSILC utilizes less than 30% for the recourse plan for operations. (See table 1.5 Financial Plan)

5.3 Maintenance of SILC

How State will maintain SILC over the course of the SPIL.¹

Recruitment and Appointments:

Individuals interested in serving on the council apply with the Minnesota Secretary of State office. MNSILC receives notices of applications from the Secretary of State Office and interviews applicants to determine their knowledge about independent living, skills they would bring to the council and their commitment to participating in meetings. The MNSILC Chair and Coordinator meet with the Governor's staff to present Outreach Committee recommendations for individuals to serve on the council.

Recommendations to the Governor include, but are not limited to:

- Personal qualifications: representation from a center, parent or guardian, advocates, persons with a disability, representative of business or specific skills

- Statewide representation
- Disability, ethnic and cultural diversity
- Mandated representation to meet Section 705(b) of the Act

The Governor’s staff does a comprehensive background check on recommended applications. When making appointments the Governor determines the length of the appointment or reappointment. Members are appointed for up to 3 years and can be reappointed for one additional 3-year term, per MNSILC By-Laws. MNSILC presents recommendations to the Governor’s office in the fall for appointments to be made in February.

Staffing

MNSILC employs the Coordinator position at three quarter time (30 hours per week) The Coordinator serves as the primary staff support to the council. The Coordinator’s activities are monitored by the SILC Chair. The MNSILC Executive Committee provides oversight to and evaluation of the Coordinator.

The Council elects members of the Executive Committee. Executive Committee members take an active leadership role in MNSILC operations. Each officer provides guidance to MNSILC by chairing a committee. There are seven Executive Committee positions: Chair, Vice Chair, Treasurer, Secretary, Member at Large/Parliamentarian, and Ex Officio representatives from the DSE and SSB. Voting members of MNSILC elect officers in September. Newly elected officers assume their duties in October. Election of officers are staggered: The Vice-Chair and Treasurer are elected in odd fiscal years; the Chair, Secretary and Member-at-Large are elected in even fiscal years. (MNSILC By-Laws)

MNSILC has an established position description with minimum education/ experience requirements. Position vacancies are posted in the State Register and other location. Candidates for positions are interviewed by members of the Executive Committee. Candidates are invited to attend a council meeting before a position is offered to a candidate.

MNSILC Operations

MNSILC is autonomous from any state agency and operates and conducts its required duties and granted authorities by following:

- MNSILC Bylaws
- MNSILC Policies and Procedures
- Personnel Policies
- Federal duties, authorities and limitation (Section 705(c)1; Section 705(c)2); Section 705(c)3)

Section 6: Legal Basis and Certifications See attached PDF document for signatures

6.1 Designated State Entity (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 Mn Department of Employment and Economic Development (DEED)/Vocational Rehabilitation Services (VRS).

Authorized representative of the DSE Dee Torgerson Title Director, Vocational Rehabilitation Services.

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 _____
Minnesota_____.

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:

Access North, Center for Independent Living
Independent Lifestyles Center for Independent Living (ILICIL)
SMILES Southern Minnesota Independent Living Enterprises and Services
Freedom Resource Center for Independent Living
MCIL -Metropolitan Center for Independent Living
Options Interstate Resource Center for Independent Living
SEMCIL – Southeast Minnesota Center for Independent Living
SWCIL – Southwestern Center for Independent Living

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

Dee Torgerson acting on behalf of the DSE Minnesota DEED/VRS located at
1st National Bank Building #E220, 332 Minnesota Street, St Paul, MN 55101-1351 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;¹
- 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.¹

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.¹

Dee Torgerson, Director, Vocational Rehabilitation Services

 Name and Title of DSE director/authorized representative

Dee Torgerson

 Signature

12/23/2020

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

8.1 Assurances

Anita Olson acting on behalf of the SILC Minnesota Statewide Independent Living Council located at 14295 390th Street SE, Fertile MN 56540; mnsilc.chair@gmail.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;¹
- (3) The SILC terms of appointment adhere to the Act;¹
- (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.¹
- (6) The SILC shall ensure all program activities are accessible to people with disabilities;
- (7) The State Plan shall provide assurances that the designated State entity, any other agency, office, or entity of the State will not interfere with operations of the SILC, except as provided by law and regulation and;
- (8) The SILC actively consults with unserved and underserved populations in urban and rural areas that include, indigenous populations as appropriate for State Plan development as described in Sec. 713(b)(7) the Act regarding Authorized Uses of Funds.¹

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:

Anita Olson
Name of SILC chairperson

Anita Olson 12/22/2020
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 Minnesota Statewide Independent Living Center 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, 2020 (year)

Anita Olson 12/22/2020
SIGNATURE OF SILC CHAIRPERSON DATE

Anita Olson
NAME OF SILC CHAIRPERSON

Access North Center for Independent Living
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

Donald Brunette 12/18/2020
SIGNATURE OF CIL DIRECTOR DATE

Donald Brunette
NAME OF CIL DIRECTOR

Independent Lifestyles Center for Independent Living
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

Cara Ruff
NAME OF CIL DIRECTOR

SMILES – Southern Minnesota Independent Living Enterprises and Services
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

Bonnie Danberry 12/16/2020
SIGNATURE OF CIL DIRECTOR DATE

Bonnie Danberry
NAME OF CIL DIRECTOR

Freedom Resource Center for Independent Living
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

SIGNATURE OF CIL DIRECTOR DATE

Angie Bosch
NAME OF ACTING CIL DIRECTOR

MCIL – Metropolitan Center for Independent Living
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

Jesse Bethke Gomez 12/16/2020
SIGNATURE OF CIL DIRECTOR DATE

Jesse Bethke Gomez
NAME OF CIL DIRECTOR

Options Interstate Resource Center for Independent Living
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

Randy Sorensen 12/16/2020
SIGNATURE OF CIL DIRECTOR DATE

Randy Sorensen
NAME OF CIL DIRECTOR

SEMCIL – Southeaster Minnesota Center for Independent Living
NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

Jacob Schuller

12/16/2020

SIGNATURE OF CIL DIRECTOR

DATE

Jacob Schuller

NAME OF CIL DIRECTOR

SWCIL – Southwestern Center for Independent Living

NAME OF CENTER FOR INDEPENDENT LIVING (CIL)

Melissa Doherty

12/16/2020

SIGNATURE OF CIL DIRECTOR

DATE

Melissa Doherty

NAME OF CIL DIRECTOR