

# ACF

## Administration for Children and Families

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Administration on Children, Youth and Families

1. Log No. ADD-IM-01-2

2. Issuance Date: MAY 10 2001

3. Originating Office: Administration on Developmental Disabilities

4. Key Word: Five-Year State Plan

5. Key Word:

TO: Chairs, State Councils on Developmental Disabilities  
Council Directors, State Councils on Developmental Disabilities

SUBJECT: State Councils on Developmental Disabilities, Five-Year State  
Plan Format (No. 0980-0162) Has Been Revised.


### LEGAL AND RELATED REFERENCES:

The Developmental Disabilities Assistance and Bill of Rights Act of  
2000 (42 U.S.C. 15001, et seq.) P.L. 106-402 Final Rule, 45 CFR  
Part 1386.

DISCUSSION: The Five-Year State Plan format has been revised (see attached  
format). This revised format will now be the format required for  
submission by State Councils on Developmental Disabilities. This  
revised State Plan format is currently in the Office on Management  
and Budget (OMB) clearance process, and is expected to be  
approved. Each State Council on Developmental Disabilities should  
be prepared to use this revised format in conjunction with electronic  
data submission (EDS). Please be aware that while the data  
collected under EDS will be the same as in this Five-Year State

Plan format, the appearance of the EDS format may not be precisely the same. Additional information on electronic submission of the Five-Year State Plan will be sent out under separate cover.

INQUIRES TO: Raymond Sanchez, Director  
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Sue Swenson  
Commissioner  
Administration on Developmental Disabilities

ATTACHMENT: State Developmental Disabilities Council Five-Year State Plan  
Form (OMB No.0980-0162)

## **INFORMATION MEMORANDUM**

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Council Directors, State Councils on Developmental Disabilities

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## STATE PLAN PACKET INFORMATION

ADD is pleased to send you (via email and in hard copy format) this packet containing a variety of information that will be helpful in preparing the Five Year State Plan required by the DD Act of 2000. Much of this information has been generated through your responses to our information requests, and your suggestions and recommendations at the December Stewardship meeting in Washington and in the Regional conference calls. Your participation in the process has been invaluable.

The packet is divided in to two sections as follows:

### Section 1

- **Information Memorandum**
- **Five-Year State Plan Format**

This is the format that has been submitted for OMB approval. Please note that this may look somewhat different in the EDS but is a reasonable facsimile.

### Section 2

- **State Plan Quick Notes**  
Ten quick facts on the DD Act, and State Plan timelines and format
- **State Plan Format: Section Notes & Guidelines**  
Information on changes in the SECTIONS and guidelines for reporting
- **Outcome Measures Conversion Charts**  
The evolution of the outcome measures from the initial measures to the current ones
- **Assurances**  
State Plan assurances from the DD Act of 2000.
- **Consumer Satisfaction Survey information** – PPR reporting information and sample survey

The Five Year State Plan EDS format will be available on or about May 21. Locked-in Three Year State Plan EDS forms will be available on or about May 21 for cutting and copying narrative sections to the new Five Year State Plan.

The Five Year State Plan features the following EDS improvements:

- Increased functionality and user-friendliness
- Modified budget and membership pages
- Automatic totals displayed on screen
- Tabular/spreadsheet format for staff and membership information pages. Tabular format allows 15 individuals' data on one page for staff and membership information. (Previous format required 1-2 page(s) for each person's information.)

Please pass this information on to staff members who are responsible for State Plan preparation. If you have any questions please call Mary Beth Greene at 202/690-6028.

Thank you for your patience, participation and support.

## STATE PLAN QUICK NOTES

1. State plans due August 15, 2001 are for five year and cover the time period October 1, 2001 – September 30, 2006.
2. Not less than 60% of Council membership must be representatives of individuals with developmental disabilities. Councils are asked to include a plan for compliance in their State Plan if they cannot meet the membership requirements by August 15, 2001.
3. Councils must have public input into development of state plan.
4. The Comprehensive Review and Analysis must include information on waiting lists, adequacy of current and future resources, and ICF(MR)s and HCBW, and rehabilitation technology.
5. Councils must now have a goal to establish or strengthen a program to fund a self-advocacy group, provide leadership training opportunities to individuals with developmental disabilities, and support individuals with developmental disabilities in leadership positions.
6. Not less than 70% of Councils funds are for activities related to goals.
7. The State plan must assure that Councils will participate in the planning, design or redesign and monitoring of State quality assurance systems that affect individuals with developmental disabilities.
8. Consumer satisfaction of Council supported or conducted activities will be reported on in the Program Performance Report (PPR) beginning in FY2002.
9. PPRs for FY2001 will be the same format as last year (FY2000). New PPR formats will be used beginning in FY2002.
10. There are nine Areas of Emphasis. They are: Employment (EM), Education and Early Intervention (ED), Housing (HO), Health (HE), Child Care (CH), Recreation (RE), Transportation (TR), Quality Assurance (QA), and Formal/Informal Community Supports (CS). The Areas of Emphasis replace the Federal Priority Areas and Life Domain Areas.

## **STATE PLAN FORMAT: SECTION NOTES & GUIDELINES**

### **SECTION I: COUNCIL IDENTIFICATION**

#### ***Changes in format***

A line has been added for Contact Person and a Phone Number for that person.

The line for Council chairperson appointment date is eliminated because that information is in the membership chart.

The Council Membership and Staff information is now in a chart format. This should simplify input of the information and make printing less bulky.

#### ***Corresponding changes in the Act***

Not less than 60% of the membership must be representatives of individuals with developmental disabilities.

Higher education representative is no longer required.

Representation from Title V of Social Security Act is now required.

Please provide a plan for compliance if the Council cannot fulfill the new requirements of the Act by the August 15, 2001 due date of the State Plan. Councils are expected to be in compliance by the next plan update - August 15, 2002.

### **SECTION II: DESIGNATED STATE AGENCY**

There are no substantial changes in this section.

### **SECTION III: COMPREHENSIVE REVIEW AND ANALYSIS**

There are two new parts in this section, Part D - Comprehensive Review and Analysis - and Part E - Waiting Lists. Part G - Rationale for Goal Selection replaces Section IV - Selection of Priorities

1. **Part D. Community Services and Opportunities** - "Provide a summary of the extent to which community services and opportunities related to the areas of emphasis directly benefit individuals with developmental disabilities. Include information on assistive technology/services and rehabilitation technology, current resources and projected availability of future resources to fund services, and health care and other supports and services received in ICF(MR)s and through Home and Community Based Waivers."

**(Note - you may already have provided this information in another area of this SECTION III. If so, it is not necessary to repeat.)**

#### ***Discussion***

The ICF(MR) and HCBW information requested provides Councils an opportunity to evaluate those services in your state. Many Councils have been involved with states efforts to reduce the numbers of people living in large, congregate residences and in turn developing the capacity of the community to provide the necessary supports and services. **While the P&As focus on protecting the rights of the individual, Councils, as indirect service entities, are well suited to analyzing and acting on data trends for policy purposes.** Given that there are 6,700 ICF(MRs) nationwide, Council monitoring of each and every one would be time intensive and

duplicative of current monitoring efforts. The monitoring of each ICF(MR) is less the issue for Councils than the service system makeup and the balance of resources among various types of services and supports.

### **Resources**

What is available to Councils to provide them the necessary information they need to review the ICF(MR) and home and community based waiver systems?

### **ICF(MR)**

Each ICF(MR) is surveyed and reviewed annually by HCFA through a Form 2567. There are eight "conditions of participation" that are evaluated to determine whether or not an ICF(MR) will retain certification. Those eight conditions are:

- Client protection
- Active treatment
- Client behaviors and Facility practices
- Health care services
- Physical environment
- Governing body
- Facilities staffing
- Behavior management

One stage of the Form 2567 is called a Fundamental survey which looks at the first four areas – client protection, active treatment, client behaviors and facility practices, and health care services. These areas focus on outcomes for individuals with developmental disabilities.

### **Home and Community Based Waivers**

- Annually, states with waiver programs submit Form 372 which includes the number of individuals served under the waiver, the services received, and the dollar amounts of services. In addition to the waiver services the form provides information on other services and on the health and welfare of individuals being served.
- State waiver programs are reviewed prior to expiration. A report is generated by the regional office of HCFA indicating overall findings of the waiver program.
- States submit an application when applying for waiver. This application contains information relative to the state waiver services.

Councils will need to receive the reports of the ICF(MR)s and HCBW in their state and analyze them for trend information. A Council's analysis might lead to policy recommendations to improve the services and supports to individuals with developmental disabilities who live in ICF(MR)s and who receive services through HCBW.

The National Association of State Medicaid Directors website –  
<http://medicaid.aphsa.org/links.htm#states> - contains information on the individual State Medicaid Web Sites.

**Please remember that Councils are to provide summary information.**

2. **Part E - Waiting lists** - Please report the numbers of individuals with developmental disabilities on waiting lists for services

***Discussion***

Although many states maintain "waiting lists" there are no national standards for information to include in the lists, or for who maintains the list, or how it is generated. Some states maintain lists by services needed, some by disability type, some by number of services requested. States may maintain their lists by agency, some are maintained by the University Center, and in one case maintained by the Council.

***State Plan Reporting***

The DD Act of 2000 requires Councils to report on "the number of individuals with developmental disabilities on waiting lists for services." In the State Plan, Councils will simply report the list(s) name and numbers and provide a brief analysis. If a state does not have a waiting list there would be no number to report. However, this does not necessarily mean that all individuals with developmental disabilities are getting the services they need. Also, there may be issues of eligibility and community capacity that Councils currently analyze in their State Plans. Raising these issues relative to waiting lists is a responsibility of the Councils that demonstrates their **unique role of examiner and evaluator of the service delivery system.**

For states that maintain them, waiting lists are a component of the service delivery system. If a waiting list is sufficiently broken down to give the number of individuals with developmental disabilities needing services that number would be reported. If the list does not provide a breakdown by disability group then the whole number would be reported. A Council's discussion of the waiting list would include the numbers as well as what the numbers mean and don't mean.

In describing the makeup of the list consider the following questions:

- Does the waiting list reflect all people with developmental disabilities who need services?
- Are there eligibility issues with the waiting list?
- What services does the waiting list(s) include?
- Does the waiting list tell us anything about aging caregivers?
- Is there a priority ranking within the waiting list?
- Does our state have a waiting list initiative?
- If yes, is the Council involved with the initiative?
- Have dollars been leveraged to reduce the waiting list?

The Waiting List information reported in the State Plan and PPR is intended for information purposes relative to the reporting mandate in the Act. It is not required that Councils have a goal, objective or outcome measure relative to the waiting list. **Waiting List Outcome measures have been removed from the Areas of Emphasis. If Councils do have a goal relative to a waiting list it is recommended that it be reported in the 'other' category of the corresponding Area of Emphasis. For instance, a Section 8 Housing list initiative would be reported in Housing. If a wait list goal is more generic it would be reported in the Cross Cutting area.**



3. **Part G - Rationale for Goal Selection** - "Provide a rationale for goals related to advocacy, capacity building, and systemic change to be undertaken by the Council."

Part G replaces Section IV - Selection of Priorities

A 10,000 character space is now available to present the rationale. Previously, the section was broken down into priority areas and domains. The new Part G is consistent with the language of the Act.

## **SECTION IV: AREAS OF EMPHASIS AND PERFORMANCE TARGETS**

### ***Strategies***

The DD Act of 2000 now requires the State Plan to include "strategies to be used in achieving each goal." State Council strategies are defined in the Act and are included with each goal in a checklist style in the State Plan format. These strategies are:

Outreach

Training

Technical Assistance

Supporting and Educating Communities

Interagency Collaboration and Coordination

Coordination with Related Councils, Committees and Programs

Barrier Elimination, Systems Design and Redesign

Coalition Development and Citizen Participation

Informing Policymakers

Demonstration of New Approaches to Services and Supports

Other Activities

### ***Areas of Emphasis***

The Areas of Emphasis have replaced the Life Domain Areas and Federal Priority Areas. They Areas of Emphasis are as follows:

Employment (EM)

Education and Early Intervention (ED)

Housing (HO)

Health (HE)

Child Care (CH)

Recreation (RE)

Transportation (TR)

Quality Assurance (QA)

Formal/Informal Community Supports (CS)

Cross Cutting (CC)

### ***Discussion and State Plan Reporting***

The Outcome Measures in the areas of Employment, Education and Early Intervention, Housing and Health are the same as before. New Outcome Measures have been developed for the new Areas of Emphasis. Self-determination and Community Inclusion are no longer separate areas.

Most Self-determination activities should be reported in the Quality Assurance area where leadership training, self-advocacy and self-determination are specifically defined as quality assurance activities.

The majority of the goals and objectives in the Community Inclusion category included transportation, recreation, faith communities, accommodations, public awareness and educating policymakers, quality assurance, child care, self-advocacy, personal assistance services, and aging. **Transportation, recreation, quality assurance, and child care are now individual Areas of Emphasis. Any goals, objectives, outcome measures, etc. related to these areas that were previously reported in Community Inclusion (or reported in any other Life Domain area) would be transferred to the appropriate new Area of Emphasis.** Also, some goals and objectives that were reported in Community Inclusion in previous State Plans should be reported in more appropriate Areas of Emphasis. For example, the following goals were included in Community Inclusion: "more children in inclusive classrooms" (should be in Education), "increase available housing" (should be in Housing), and "increase community health care services" (should be in Health).

Other items reported in Community Inclusion, for instance personal assistance services, faith communities, and accommodations, would now be reported in the new Formal and Informal Community Supports Area of Emphasis.

#### ***Interagency coordination and systems integration***

The definition of Quality Assurance Activities includes "**activities related to interagency coordination and systems integration** that result in improved and enhanced services, supports, and other assistance that contribute to and protect the self-determination, independence, productivity, and integration and inclusion in all facets of community life, of individuals with developmental disabilities." Interagency coordination and collaboration are important fundamental Council activities. In order to reflect this the following outcome measure is added:

QA10 Number of entities participating in partnerships or coalitions created or sustained as a result of Council efforts

**PLEASE REVIEW THE ENCLOSED CONVERSION CHARTS. THESE CHARTS SHOW HOW OUTCOME MEASURES FROM 'LIFE DOMAINS' WILL NOW BE CARRIED OVER INTO THE 'AREAS OF EMPHASIS' IN THE NEW FIVE-YEAR STATE PLAN FORMAT.**

#### ***Cross Cutting***

**The Cross Cutting area now has space for goals and objectives that specifically address the outcome measures in this area.**

## **SECTION V: ASSURANCES**

A copy of the assurances, taken from the law, is enclosed. Please note there are some changes as follows:

1. not less than 70% of funds will be expended for activities related to the goals (previously 65%)
2. not more than 20% of such funds will be allocated to the designated state agency for service demonstrations by such agency (previously 25%)
3. under PROGRAM ACCESSIBILITY STANDARDS new language specifically addresses meeting accessibility requirements of the Americans with Disabilities Act, section 508 of the Rehabilitation Act, and the Fair Housing Act.
4. STATE QUALITY ASSURANCE - The plan shall provide assurances that the Council will participate in the planning, design or redesign, and monitoring of State quality assurance systems that affect individuals with developmental disabilities.

## **SECTION VI: PROJECTED COUNCIL BUDGET**

The State Plan budget has been changed to be consistent with the PPR budget format and with the DD Act in terms of the new Areas of Emphasis.

## **SECTION VII: PUBLIC INPUT AND REVIEW**

"The plan shall be based on public input. The Council shall make the plan available for public review and comment, after providing appropriate and sufficient notice in accessible formats of the opportunity for such review and comment. The Council shall revise the plan to take into account and respond to significant comments."

Previously the plan had to be made available for public review and comment. Councils must now get public input into the development of the plan. If your Five-Year State Plan includes goals and objectives that have not been through a public input process please develop and discuss a plan/timeline for ensuring public input into the plan, including how you will take into account and respond to significant comments. For the future, public input must be solicited before making significant changes to the Plan.

## **SECTION VIII: EVALUATION PLAN**

This section has not changed.

**SCDD State Plan-REVISION**  
**Area of Emphasis: Employment**

**Employment (EM)** - People get and keep employment consistent with their interests, abilities and needs.

| <b>State Plan 2001 - Revision</b>  | <b>PPR 2000 - Revised Version</b>  | <b>Previous Versions(PPR/State Plan)</b>  |
|--|--|---|
| <b>EM01.</b> Adults have jobs of their choice through Council efforts      | <b>B1.</b> Adults have jobs of their choice through Council efforts      | <b>B1.</b> Adults have jobs of their choice<br><b>B2.</b> Adults have jobs of their choice because of a Council employment demonstration  |
| <b>EM02.</b> Dollars leveraged for employment programs                     | <b>B2.</b> Dollars leveraged for employment programs                     | <b>B3.</b> Public dollars were leveraged for employment programs<br><b>B5.</b> Private dollars were leveraged for employment<br><b>B6.</b> Dollars were leveraged to expand/replicate short-term Council employment demonstrations  |
| <b>Measure eliminated (See waiting list guidelines)</b>                    | <b>B3.</b> People on waiting list(s) received services/supports          | <b>B4.</b> People on waiting list(s) received services/supports   |
| <b>EM03.</b> Employers provided vocational supports to students on the job | <b>B4.</b> Employers provided vocational supports to students on the job | <b>B7.</b> Employers provided vocational supports to students on the job  |
| <b>EM04.</b> Businesses employers employed adults                          | <b>B5.</b> Businesses employers employed adults                          | <b>B8.</b> Businesses/employers employed adults   |
| <b>EM05.</b> Employment programs/policies created/improved                 | <b>B6.</b> Employment programs/policies created/improved                 | <b>B9.</b> New public employment programs/policies were created<br><b>B10.</b> Current public employment programs/policies were improved<br><b>B11.</b> New private employment programs/policies were created<br><b>B12.</b> Current private employment programs/policies were improved |
| <b>EM06.</b> People facilitated employment                                 | <b>B7.</b> People facilitated employment                                 | <b>B13.</b> People in generic occupations/professions facilitated employment<br><b>B14.</b> People in disability-related occupations/professions facilitated employment   |
| <b>EM07.</b> People trained in employment                                  | <b>B8.</b> People trained in employment                                  | <b>B15.</b> People in generic occupations/professions received in training employment<br><b>B16.</b> People in disability related   |

|  |   |   |
|--|---|---|
|  |   | occupations/professions received training in employment                                       |
| <b>EM08.</b> People active in systems advocacy about<br>Employment<br>Self-advocates<br>Family members<br>Others | <b>B9.</b> People active in systems advocacy about employment                           | <b>B19.</b> People were active systems advocacy about employment                              |
| <b>EM09.</b> People trained in systems advocacy about employment<br>Self-advocates<br>Family members<br>Others   | <b>B10.</b> Self-advocate & family members trained in systems advocacy about employment | <b>B20.</b> Self-advocates & family members were trained in systems advocacy about employment |
| <b>EM10.</b> Other(s)  | <b>B11.</b> Other(s)  | <b>B22.</b> Other   |

**SCDD State Plan - REVISION**  
**Area of Emphasis: Education and Early Intervention**

**EDUCATION and EARLY INTERVENTION (ED)** - Students reach their educational potential and infants and young children reach their developmental potential.

| <b>State Plan 2001-Revision</b>  | <b>PPR 2000 - Revised Version</b>  | <b>Previous Version(PPR/State Plan)</b>  |
|--|--|--|
| <b>ED01.</b> Students have the education and support they need to reach their educational goals through Council efforts        | <b>E1.</b> Students have the education and support they need to reach their educational goals through Council efforts        | <b>E1.</b> Students have the education they need to reach their educational goals<br><b>E3.</b> Students have the education they need to reach their educational goals through a Council demonstration                                     |
| <b>ED02.</b> Infants and young children have the services/support needed to reach developmental goals through Council efforts. | <b>E2.</b> Infants and young children have the services/support needed to reach developmental goals through Council efforts. | <b>E2.</b> Infants and young children have the services/support needed to reach developmental goals through Council efforts.   |
| <b>ED03.</b> Students transitioned from school to community and jobs   | <b>E3.</b> Students transitioned from school to community and jobs   | <b>E4.</b> Students have transitioned from school to community and jobs  |
| <b>ED04.</b> Children transitioned from early intervention and pre-school to inclusive classrooms/schools                      | <b>E4.</b> Children transitioned from early intervention and pre-school to inclusive classrooms/schools                      | <b>E5.</b> Children have transitioned from early intervention and pre-school to inclusive classrooms schools   |
| <b>Measure eliminated (See waiting list guidelines)</b>  | <b>E5.</b> People on waiting lists received services/supports  | <b>E6.</b> People on waiting list(s) received services/supports  |
| <b>ED05.</b> Dollars leveraged for education   | <b>E6.</b> Dollars leveraged for education   | <b>E7.</b> Public dollars were leveraged for education<br><b>E8.</b> Private dollars were leveraged for public education<br><b>E9.</b> Dollars were leveraged to expand/replicate short-term Council demonstrations of inclusive education |
| <b>ED06.</b> Education programs policies created/improved  | <b>E7.</b> Education programs policies created/improved  | <b>E10.</b> New public education programs/policies were created<br><b>E11.</b> Current public education programs/policies were improved  |
|  |  |  |

|  |   |  |
|--|---|--|
| <b>ED07.</b> Post-secondary institutions improved inclusive education  | <b>E8.</b> Post-secondary institutions improved inclusive education       | <b>E12.</b> Post-secondary institutions improved inclusive education   |
| <b>ED08.</b> Schools improved IEP practices  | <b>E9.</b> Schools improved IEP practices                                 | <b>E13.</b> Schools improved IEP practices   |
| <b>ED09.</b> People facilitated inclusive education  | <b>E10.</b> People facilitated inclusive education                        | <b>E14.</b> People in disability related occupations/professions facilitated inclusive education<br><b>E15.</b> People in disability related occupations/professions facilitated inclusive education                       |
| <b>ED10.</b> People trained in inclusive education   | <b>E11.</b> People trained in inclusive education                         | <b>E16.</b> People in non-disability related occupations/professions received training in inclusive education<br><b>E17.</b> People in disability related occupations/professions received training in inclusive education |
| <b>ED11.</b> People involved in systems advocacy about inclusive education<br>Self-advocates<br>Family members<br>Others | <b>E12.</b> People involved in systems advocacy about inclusive education | <b>E20.</b> People were involved in systems advocacy about inclusive education   |
| <b>ED12.</b> Parents trained regarding their child's educational rights  | <b>E13.</b> Parents trained regarding their child's educational rights    | <b>E21.</b> People were trained regarding their child's education rights   |
| <b>ED13.</b> Other(s)  | <b>E14.</b> Other(s)  | <b>E23.</b> Other  |

**SCDD State Plan- REVISION**  
**Area of Emphasis: Housing**

**HOUSING (HO)** - Adults choose where and with whom they live

| <b>State Plan 2001- Revision</b>   | <b>PPR 2000 - Revised Version</b>  | <b>Previous Versions(PPR/State Plan)</b>   |
|--|--|--|
| <b>HO01.</b> Individuals have homes of their choice through Council efforts          | <b>C1.</b> Individuals have homes of their choice through Council efforts          | <b>C1.</b> Individuals have homes of their choice<br><b>C2.</b> Individuals have homes of their choice through a Council demonstration   |
| <b>Measure eliminated (See waiting list guidelines)</b>                              | <b>C2.</b> People on waiting list(s) received services/supports                    | <b>C3.</b> People on waiting list(s) received services/supports  |
| <b>HO02.</b> People moved from congregate settings to homes in the community         | <b>C3.</b> People moved from congregate settings to homes in the community         | <b>C4.</b> People moved from congregate settings to homes in the community   |
| <b>HO03.</b> Dollars leveraged for housing   | <b>C4.</b> Dollars leveraged for housing   | <b>C5.</b> Public dollars were leveraged for housing<br><b>C6.</b> Private dollars were leveraged for housing<br><b>C7.</b> Dollars were leveraged to expand/replicate short-term Council housing demonstration  |
| <b>HO04.</b> Banks make mortgage funds available to enable people to own their homes | <b>C5.</b> Banks made mortgage funds available to enable people to own their homes | <b>C8.</b> Banks made mortgage funds available to enable people to own their homes   |
| <b>HO05.</b> Housing programs policies created/improved                              | <b>C6.</b> Housing programs policies created/improved                              | <b>C9.</b> New public supported housing programs/policies were created<br><b>C10.</b> Current public housing programs/policies were improved<br><b>C11.</b> New private housing/policies were created<br><b>C12.</b> Current private housing programs/policies were improved |
| <b>HO06.</b> Units of affordable, accessible housing made available                  | <b>C7.</b> Units of affordable, accessible housing made available                  | <b>C13.</b> Units of affordable, accessible housing made available   |
| <b>HO07.</b> People facilitated home ownership/rental                                | <b>C8.</b> People facilitated home ownership/rental                                | <b>C14.</b> People in generic occupations/professions facilitated home ownership/rental<br><b>C15.</b> People in disability-related occupations/professions facilitated home ownership/rental  |
| <b>HO08.</b> People received training in housing                                     | <b>C9.</b> People received training in housing                                     | <b>C16.</b> People in generic occupations/professions  |



|   |  |   |
|---|--|---|
|   |  | received training in housing<br>C17. People in disability related<br>occupations/professions received training in housing |
| HO09. People active in systems advocacy about<br>housing<br>Self-advocates<br>Family members<br>Others  | C10. People active in systems advocacy about<br>housing  | C20. People were active in systems advocacy about<br>housing  |
| HO10. People trained in systems advocacy about<br>housing<br>Self-advocates<br>Family members<br>Others | C11. People trained in systems advocacy about<br>housing | C21. People were trained in systems advocacy<br>about<br>housing  |
| HO11. Other(s)  | C12. Other(s)  | C23. Other  |

**SCDD State Plan- REVISION**  
**Area of Emphasis: Health**

**HEALTH (HE)** - People are healthy and benefits from the full range of needed health services

| <b>State Plan 2001- Revision</b>  | <b>PPR 2000- Revised Version</b>                                      | <b>Previous Versions(PPR/State Plan)</b>   |
|---|---|--|
| <b>HE01.</b> People have needed health services through Council efforts | <b>D1.</b> People have needed health services through Council efforts | <b>D1.</b> People have needed health services<br><b>D2.</b> People have needed health services because of Council demonstration  |
| <b>Measure eliminated (See waiting list guidelines)</b>                 | <b>D2.</b> People on waiting lists received services/supports         | <b>D3.</b> People on waiting lists received services/supports  |
| <b>HE02.</b> Dollars leveraged for health services                      | <b>D3.</b> Dollars leveraged for health services                      | <b>D4.</b> Public dollars were leveraged for health services<br><b>D5.</b> Private dollars were leveraged for health services<br><b>D6.</b> Dollars were leveraged to expand/replicate short-term Council demonstrations of health services<br><b>D7.</b> Public dollars were leveraged for prevention   |
| <b>HE03.</b> Health care programs/policies created/improved             | <b>D4.</b> Health care programs/policies created/improved             | <b>D8.</b> New public health care programs/policies were Created<br><b>D9.</b> Current public health care programs/policies were improved<br><b>D10.</b> New private health care programs/policies were created<br><b>D11.</b> Current private health care programs/policies were improved<br><b>D12.</b> Prevention programs/policies were created/improved |
| <b>HE04.</b> People improved health services                            | <b>D5.</b> People improved health services                            | <b>D13.</b> People in generic occupations/professions improved health services<br><b>D14.</b> Medical training courses improved disability-related content<br><b>D15.</b> People in disability-related occupations/professions improved health services  |
|   |   |  |

|   |   |  |
|---|---|--|
| <b>HE05.</b> People trained in health care services   | <b>D6.</b> People trained in health care services               | <b>D17.</b> People in generic occupations/professions received training in health care services<br><b>D18.</b> People in disability related occupations/professions received training in health care |
| <b>HE06.</b> People involved in systems advocacy on health care<br>Self-advocates<br>Family members<br>Others   | <b>D7.</b> People involved in systems advocacy on health care   | <b>D21.</b> People were involved in systems advocacy on health care  |
| <b>HE07.</b> People trained in systems advocacy about health care<br>Self-advocates<br>Family members<br>Others | <b>D8.</b> People trained in systems advocacy about health care | <b>D22.</b> People were trained in systems advocacy about health care  |
| <b>HE08.</b> Other(s)   | <b>D9.</b> Other(s)   | <b>D23.</b> Other  |
|   |   |  |

**SCDD State Plan- REVISION**  
**Area of Emphasis (New): Child Care**

**CHILD CARE (CH)-** Children and families benefits from a range of inclusive, flexible child care options

| State Plan 2001- New measures  |
|--|
|  |
| <b>CH01.</b> Children in inclusive child care settings though Council efforts                                  |
| <b>CH02.</b> Dollars leveraged for child care programs   |
| <b>CH03.</b> Child care programs/policies created/improved   |
| <b>CH04.</b> People facilitated inclusive child care   |
| <b>CH05.</b> People trained in child care  |
| <b>CH06.</b> People active in systems advocacy about child care<br>Self-advocates<br>Family members<br>Others  |
| <b>CH07.</b> People trained in systems advocacy about child care<br>Self-advocates<br>Family members<br>Others |
| <b>CH08.</b> Other   |

**SCDD State Plan- REVISION**  
**Area of Emphasis (New): Recreation**

**RECREATION (RE)** - People benefit from inclusive recreational, leisure and social activities consistent with their interests and abilities

| <b>State Plan 2001- New measures</b>  |
|---|
| <b>RE01.</b> People active in recreational activities through Council efforts                                   |
| <b>RE02.</b> Dollars leveraged for recreation programs  |
| <b>RE03.</b> Recreation programs/policies created/improved  |
| <b>RE04.</b> People facilitated recreation  |
| <b>RE05.</b> People Trained in recreation   |
| <b>RE06.</b> People active in systems advocacy about recreation<br>Self-advocates<br>Family members<br>Others   |
| <b>RE07.</b> People Trained in systems advocacy about recreation.<br>Self-advocates<br>Family members<br>Others |
| <b>RE08.</b> Other  |
|   |

**SCDD State Plan- REVISION**

**Area of Emphasis (New): Transportation**

**TRANSPORTATION (TR)** - People have transportation services for work, school, medical and personal needs.

| <b>State Plan 2001- New measures</b>   |
|--|
| <b>TR01.</b> People have transportation services through Council efforts   |
| <b>TR02.</b> Dollars leveraged for transportation  |
| <b>TR03.</b> Transportation programs/policies created/improved   |
| <b>TR04.</b> People facilitated transportation   |
| <b>TR05.</b> People Trained in Transportation  |
| <b>TR06.</b> People active in systems advocacy about transportation<br>Self-advocates<br>Family members<br>Others  |
| <b>TR07.</b> People trained in systems advocacy about transportation<br>Self-advocates<br>Family members<br>Others |
| <b>TR08.</b> Other   |
|  |

**SCDD State Plan - REVISION**  
**Area of Emphasis: Self-determination**

**SELF-DETERMINATION** measures as they are incorporated into **QUALITY ASSURANCE** Area of Emphasis – People have the information, skills, opportunities, and supports to live free of abuse, neglect, financial and sexual exploitation, and violations of their human and legal rights, and the inappropriate use of restraints of seclusion. Quality assurance systems contribute to and protect self-determination, independence, productivity, and integration and inclusion in all facets of community life.

| <b>State Plan 2001-Revision</b>  | <b>PPR 2000 - Revised Version</b>  | <b>Previous Version(PPR/State Plan)</b>  |
|--|--|--|
| <b>QA01.</b> People benefiting from quality assurance efforts of the Council | <b>A1.</b> People have control, choice and flexibility in the services/supports they receive through Council efforts | <b>A1.</b> People have control, choice and flexibility in the services/supports they receive<br><b>A2.</b> People have control, choice and flexibility in the services/support they receive through a Council demonstration  |
| <b>Measure eliminated (see waiting list guidelines)</b>                      | <b>A2.</b> People on waiting list(s) received services/support   | <b>A3.</b> People on waiting list(s) received services/support   |
| <b>QA02.</b> Dollars leveraged for quality assurance                         | <b>A3.</b> Dollars leveraged for self-determination  | <b>A4.</b> Public dollars were leveraged for person-directed individual services/support<br><b>A5.</b> Public dollars were leveraged for family-directed services/supports<br><b>A6.</b> Private dollars were leveraged for individual – and family-directed services/supports<br><b>A7.</b> Dollars were leveraged to expand/replicate short-term Council individual services/supports<br><b>A8.</b> Dollars were leveraged to expand/replicate short-term Council family services/supports demonstration |
| <b>QA03.</b> Quality assurance programs/policies created/improved            | <b>A4.</b> Self-determination programs/policies created/improved   | <b>A9.</b> New public individual services/supports programs/policies were created<br><b>A10.</b> Current public individual supports programs/policies were improved<br><b>A11.</b> New public family services/supports programs/policies were created<br><b>A12.</b> Current public family support programs/policies were improved   |

|  |  |   |
|--|--|---|
|  |  | <p>A13. New private individual support programs/policies were created</p> <p>A14. Current private individual support programs/policies were improved</p> <p>A15. New private family support programs/policies were created</p> <p>A16. Current private family support programs/policies were improved</p> |
| QA04. People facilitated quality assurance   | A5. People facilitated self-determination                              | <p>A17. People in generic occupations/professions facilitated person-and family direct services/supports</p> <p>A18. People in disability related occupations/professions facilitated person-and family-directed services/supports</p>  |
| QA09 People attained membership on public and private bodies and boards                                      | A6. People attained membership on public and private bodies and boards | A19. People attained membership on public and private bodies and boards   |
| QA05 People trained in quality assurance   | A7. People trained in self-determination                               | <p>A20. People in generic occupations/professions received Council training in person-and family-directed services/supports</p> <p>A21. People in disability related occupations/professions received Council training in person-and family-directed services/supports</p>                                |
| QA08 People trained in leadership, self-advocacy and self-determination                                      |  |   |
| QA06 People active in systems advocacy about quality assurance<br>Self-advocates<br>Family members<br>Others | A8. People active in systems advocacy about self-determination         | A24. People active in systems advocacy about self-determination   |
| QA07 People trained in systems advocacy about quality assurance<br>Family members<br>Others                  | A9. People trained in systems advocacy about self-determination        | A25. People trained in systems advocacy about self-determination  |
| QA06 People active in systems advocacy about quality assurance<br>Self-advocates<br>Family members           | A10. People involved in services/supports evaluation (QA) activities   | A26. People involved in services/supports evaluation (QA) activities  |



|  |                  |            |
|--|------------------|------------|
| Others   |                  |            |
| <b>QA10 Number of entities participating in partnerships or coalitions created or sustained as a result of Council efforts</b> |                  |            |
| QA13 Others  | A11. Others(1-3) | A28. Other |

### SCDD State Plan - REVISION

**Area of Emphasis: Community Inclusion - move to specific Area of Emphasis or to Formal/Informal Community Supports**

**FORMAL/INFORMAL COMMUNITY SUPPORTS (CS)** – Individuals have access to other services available or offered in a community, including formal and informal community supports that affect their quality of life.

**SPECIFIC AREAS OF EMPHASIS** – Employment, Housing, Health, Education, Child Care, Transportation, Recreation, Quality Assurance

| <b>State Plan 2001-Revision</b>  | <b>PPR 2000 - Revised Version</b>   | <b>Previous Version(PPR/State Plan)</b>  |
|--|---|--|
| CS01 Individuals receive formal/informal community supports through Council efforts                                | F1 Individuals are valued, participating members of their communities through Council efforts | F1 Individuals are valued, participating members of their communities<br>F2 Individuals are valued, participating members of their communities because of Council demonstration            |
| Measure eliminated (see waiting list guidelines)   | F2 People on waiting list(s) received services/supports                                       | F3 People on waiting list(s) received services/support   |
| Move to specific Area of Emphasis or to CS02 Dollars leveraged for formal/informal community supports              | F3 Dollars leveraged for community inclusion  | F4 Public dollars were leveraged for transportation<br>F5 Dollars were leveraged to expand/replicate short-term Council community inclusion and participation demonstration                |
| Move to specific Area of Emphasis or to CS03 Programs/policies created/improved formal/informal community supports | F4 Community inclusion programs/policies created/improved                                     | F6 New public community programs/policies were created<br>F7 Current public programs/policies became more inclusive<br>F9 Private organizations and programs/polices became more inclusive |
| CS03 Programs/policies created/improved formal/informal community supports   | F5 Programs included appropriate managed long-term services/supports                          | F8 Programs included appropriate managed long-term services/support  |
| CS08 Buildings/public accommodations became accessible   | F6 Building/public accommodations became accessible   | F10 Building/public accommodations became accessible   |
| Move to specific Area of Emphasis or to CS04 People facilitated formal/informal community supports                 | F7 People facilitated community inclusion and participation                                   | F11 People in generic occupations/professions facilitated commonly inclusion and participation<br>F12 People in disability-related occupations   |

|   |  |   |
|---|--|---|
|   |  | facilitated community inclusion and participation   |
| Move to specific Area of Emphasis or to<br>CS05 People trained in formal/informal community supports  | F8 People trained in community inclusion and participation                         | F13 People in generic occupations/professions received training in community inclusion and participation<br>F14 People in disability related occupations/professions received training in community inclusion and participation |
| CS05 People trained in formal/informal community supports   | F9 People trained to plan/prepare for managed long-term supports                   | F9 People trained to plan/prepare for managed long-term supports  |
| Move to specific Area of Emphasis or to<br>CS06 People active in systems advocacy about formal/informal community supports<br>Self-advocates<br>Family members<br>Others  | F10 People active in systems advocacy about community inclusion and participation  | F18 People were active in systems advocacy about community inclusion and participation  |
| Move to specific Area of Emphasis or to<br>CS07 People trained in systems advocacy about formal/informal community supports<br>Self-advocates<br>Family members<br>Others | F11 People trained in systems advocacy about community inclusion and participation | F19 People were trained in systems advocacy about inclusion and participation   |
| CS05 People trained in formal/informal community supports   | F12 People educated about managed long-term supports                               | F20 People were educated about managed long-term supports   |
| Move to specific Area of Emphasis or to<br>CS09 Other   | F13 Others(1-3)  | A28 Other   |
|   |  |   |

**SCDD State Plan - REVISION**  
**Cross Cutting**

**CROSS CUTTING (CR)**

| <b>State Plan 2001-Revision</b>   | <b>PPR 2000 - Revised Version</b>   | <b>Previous Version(PPR/State Plan)</b>   |
|---|---|---|
| <b>CR01.</b> Public policymakers educated by Council about issues related to Council initiative                                 | <b>G1.</b> Public policymakers educated by Council about issues related to Council initiative                                 | Self-determination A22, Employment B17<br>Housing C18, Health D19<br>Education E18, Community Inclusion F15 |
| <b>CR02.</b> Copies of products, distributed to policymakers about issues related to Council initiatives                        | <b>G2.</b> Copies of products, distributed to policymakers about issues related to Council initiatives                        | Self-determination A23, Employment B18<br>Housing C19, Health D20<br>Education E19, Community Inclusion F16 |
| <b>CR03.</b> Members of the general Public estimated to have been reached by Council education, awareness and media initiatives | <b>G3.</b> Members of the general Public estimated to have been reached by Council education, awareness and media initiatives | Self-determination A27, Employment B21<br>Housing C22, Health D23<br>Education E22, Community Inclusion F21 |
|   |   |   |

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCIL**

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OMB Control No: 0980-0162

Expiration Date: xx/xx/xxxx

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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OMB Control No: 0980-0162

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**SECTION I: COUNCIL IDENTIFICATION**

**A. State Plan Period:** Beginning: October 1, 2001 through September 30, 2006

**B. Contact Person** \_\_\_\_\_  
**Phone Number** \_\_\_\_\_

**C. Council Establishment:**

(1) Date of Establishment: \_\_\_\_\_

(2) Authorization: ☐ State Statute ☐ Executive Order ☐ N/A

(3) Authorization Citation: \_\_\_\_\_

## FIVE YEAR STATE PLAN FORMAT DEVELOPMENTAL DISABILITIES COUNCILS

**D. Council Membership:** [Section 125(b)(1)-(6)]. Complete the following chart providing the name of each Council member (and proxy/alternate, if any), name of the agency/organization s/he is representing, beginning and ending dates of appointments, and category of membership using the codes provided. Begin with agency/organizational representatives, A, then citizen members B and C. If more than one member represents a particular State Agency (e.g. IDEA Part B and Part C) put that code (A2) with each individual's name and identify the appropriate program in the space provided.

### Council Membership Category Codes

#### Agency/Organizational Representatives

A1 = Rehab Act  
A2 = IDEA  
A3 = Older Americans Act  
A4 = SSA, Title XIX  
A5 = P&A  
A6 = University Center(s)  
A7 = NGO/Local  
A8 = SSA/Title V  
A9 = Other

#### Citizen Member Representatives

B1 = Individual with DD  
B2 = Parent/Guardian of child  
B3 = Immediate Relative/Guardian  
of adult with mental impairment  
C1 = Individual now/ever in  
institution  
C2 = Immediate relative/guardian  
of individual in institution

| # | Last Name | First Name | MI | Agency<br>Org.<br>Code | Agency/Org. name | Appt.<br>date | Appt.<br>Expire<br>d Date | Alt/<br>Proxy<br>Name |
|---|-----------|------------|----|------------------------|------------------|---------------|---------------------------|-----------------------|
| 1 |           |            |    |                        |                  |               |                           |                       |
| 2 |           |            |    |                        |                  |               |                           |                       |
| 3 |           |            |    |                        |                  |               |                           |                       |
| 4 |           |            |    |                        |                  |               |                           |                       |



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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**Council membership plan for compliance (500 characters)**

**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

**E. Council Staff.** [Section 125(c)(8)(B)]. List Council permanent full-time (FT) or part-time (PT) staff positions. Check if full-time; indicate percentage, if part-time. Do not include consultants. If the official merit classification of the staff member does not adequately describe the role played by or working title of that position, include a working title. (eg. Council Executive Director, NOT Health Administrator IX.)

| #  | Position or Working Title | FT                       | PT | %<br>PT | Last name of person in<br>position | First name of person<br>in position | MI |
|----|---------------------------|--------------------------|----|---------|------------------------------------|-------------------------------------|----|
| 1  |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |
| 2  |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |
| 3  |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |
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| 9  |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |
| 10 |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |
| 11 |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |
| 12 |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |
| 13 |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |
| 14 |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |
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| 21 |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |
| 22 |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |
| 23 |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |
| 24 |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |
| 25 |                           | <input type="checkbox"/> |    |         |                                    |                                     |    |

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**SECTION II: DESIGNATED STATE AGENCY.** [Section 125(d)]

The Designated State Agency (DSA) is:

A. ☐ the Council

B. ☐ Other agency.

1. Agency Name: \_\_\_\_\_

2. State DSA Official's Name: \_\_\_\_\_

3. Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Phone: \_\_\_\_\_

5. FAX: \_\_\_\_\_

6. E-mail: \_\_\_\_\_

**C. Direct Services.** [Section 125(d)(2)(A)-(B)] If DSA is other than the Council, does it provide or pay for direct services to persons with developmental disabilities?

☐ No ☐ Yes

If yes, describe the general category of services it provides (eg. Health, education, vocational, residential, etc.): (limit 250 characters)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**D.** Does Your Council have a Memorandum of Understanding/Agreement with your DSA? ☐ No ☐ Yes [Section 125(d)(3)(G)]

**E. DSA Roles and Responsibilities related to the Council** (e.g., administrative support): [Section 125(d)(3)(A)-(G)] If DSA is other than the Council, describe (limit 250 characters).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**F. Calendar Year Council or Agency Was Designated as DSA:** (Section 125(d)(2)(B)) \_\_\_\_\_

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**SECTION III: COMPREHENSIVE REVIEW AND ANALYSIS [Section 124(c)(3)]**

**A. Prevalence of Developmental Disabilities in the State**

1. Estimated number of people with developmental disabilities living in the State:

2. How estimate was created:

a. ☐ National prevalence rate (Gollay, 1.8%)

b. ☐ Other. Please describe. (limit to 400 characters) \_\_\_\_\_

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**B. Environmental Factors Affecting Services.** [Section 124(c)(3)] Describe how economic, social, political, and litigative factors effect persons with developmental disabilities and their families in the State (limit 2,000 characters per topic). Attempt to limit each field to one topic and provide a topic heading appropriate to your State. For each topic you need not fill the entire field of 2000 characters nor do you need to use all 4 fields.

**C. The State Service System(s):** [Section 124(c)(3)(A),(B)(C)(i,ii),(D)]. Provide a summary of the results of the Councils review and analysis of the State service system for people with developmental disabilities. Include reference to relevant interagency initiatives and any specific eligibility barriers to services. Attempt to limit each field to one topic and provide a topic heading appropriate to your State. You need not fill the entire field of 2000 characters nor use all 6 fields. (limit to 12,000 characters, 2000 in each topic)

**D. Community Services and Opportunities** [Section 124(c)(3)(C)(iv,vi,vii,viii)]  
Provide a summary of the extent to which community services and opportunities related to the areas of emphasis directly benefit individuals with developmental disabilities. Include information on assistive technology/services and rehabilitation technology, current resources and projected availability of future resources to fund services, and health care and other supports and services received in ICF(MRs) and through Home and Community Based Waivers. (Limit 2,500 Characters)

**E. Waiting lists** [Section 124(c)(3)(C)(v)]

Provide the name of waiting lists in your state and the number of individuals with developmental disabilities on those lists.

| Waiting list name | Number |
|-------------------|--------|
|                   |        |
|                   |        |

Provide a brief review of the waiting lists in your state. (Limit 2,500 characters)

1. List and describe **racial/ethnic groups that may be unserved/underserved** and describe the barriers to their receipt of supports and services. You may identify barriers specific to a particular racial/ethnic group you have selected, (150 characters), identify general, overall barriers applicable to all racial/ethnic groups selected, or both. (limit to 500 characters in description of General Barriers)

### Barriers Specific to Group

- [illegible]

General racial/ethnic barriers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**FIVE YEAR STATE PLAN FORMAT  
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---

2. List and describe any **other unserved/underserved** group(s) and describe the barriers that impede full participation of this group(s). Examples of such groups are religious groups, rural populations, those excluded from eligibility for particular services, particular types of disabilities) (limit general barriers discussion to 500 characters)

Group:

|                          |       |
|--------------------------|-------|
| <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | _____ |

Barriers:

|       |
|-------|
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |

General barriers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**G.Rationale for Goal Selection [Section 124(c)(3)(E)]**

Provide a rationale for goals related to advocacy, capacity building, and systemic change to be undertaken by the Council. (Limit 10,000 characters)

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**SECTION IV: AREAS OF EMPHASIS AND PERFORMANCE TARGETS**

**Employment (EM):** People get and keep employment consistent with their interests, abilities and needs.

**1. Goal EM#**\_\_\_\_\_

**Goal Description** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Strategies used in achieving goal:**

- ☐ Outreach
- ☐ Training
- ☐ Technical Assistance
- ☐ Supporting and Educating Communities
- ☐ Interagency Collaboration and Coordination
- ☐ Coordination with Related Councils, Committees and Programs
- ☐ Barrier Elimination, Systems design, and Redesign
- ☐ Coalition Development and Citizen Participation
- ☐ Informing Policymakers
- ☐ Demonstration of New Approaches to Services and Supports
- ☐ Other Activities

---

**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**EMPLOYMENT (EM):** People get and keep employment consistent with their interest, abilities, and needs.

**Goal EM#**\_\_\_\_

**2. (a) Objective #** \_\_\_\_

**Objective description:** \_\_\_\_\_  
\_\_\_\_\_

**(b)Expected Year of Accomplishment:**

Year One:\_\_\_\_ Year Two:\_\_\_\_ Year Three:\_\_\_\_  
Year Four: \_\_\_\_ Year Five: \_\_\_\_

**(c)Associated Performance Target Number(s):**

\_\_01 \_\_02 \_\_03 \_\_04 \_\_05 \_\_06 \_\_07 \_\_08 \_\_09 \_\_10  
\_\_11 \_\_12 \_\_13 \_\_14 \_\_15 \_\_16 \_\_17 \_\_18 \_\_19 \_\_20

**3.Resources to be Allocated for this Objective (if known):**

**Check if not known:**\_\_\_\_

**Resources:\$**\_\_\_\_\_

**4. Intermediaries/Collaborators Planned for this Objective (if known):**

- (a) ☐ State Protection and Advocacy System
- (b) ☐ University Center(s)
- (c) \_\_\_\_\_
- (d) \_\_\_\_\_
- (e) \_\_\_\_\_
- (f) \_\_\_\_\_
- (g) \_\_\_\_\_
- (h) \_\_\_\_\_
- (i) \_\_\_\_\_

(complete this page for each Goal and Objective under Employment.)



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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**5. EMPLOYMENT PERFORMANCE TARGETS BY YEAR:**

|      | <b>PERFORMANCE TARGETS</b>  | <b>Yr1</b> | <b>Yr2</b> | <b>Yr3</b> | <b>Yr4</b> | <b>Yr5</b> | <b>Total</b> |
|------|---|------------|------------|------------|------------|------------|--------------|
| EM01 | Adults have jobs of their choice through Council efforts  |            |            |            |            |            |              |
| EM02 | Dollars leveraged for employment programs   |            |            |            |            |            |              |
| EM03 | Employers provide vocational supports to students on the job                                      |            |            |            |            |            |              |
| EM04 | Businesses/employers employed adults  |            |            |            |            |            |              |
| EM05 | Employment programs/policies created/improved   |            |            |            |            |            |              |
| EM06 | People facilitated employment   |            |            |            |            |            |              |
| EM07 | People trained in employment  |            |            |            |            |            |              |
| EM08 | People active in systems advocacy about employment<br>Self-advocates<br>Family members<br>Others  |            |            |            |            |            |              |
| EM09 | People trained in systems advocacy about employment<br>Self-advocates<br>Family members<br>Others |            |            |            |            |            |              |
| EM10 | Other   |            |            |            |            |            |              |

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**Education and Early Intervention (ED):** Students reach their educational potential and infants and young children reach their developmental potential.

**1. Goal ED#**\_\_\_\_\_

**Goal Description** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Strategies used in achieving goal:**

- ☐ Outreach
- ☐ Training
- ☐ Technical Assistance
- ☐ Supporting and Educating Communities
- ☐ Interagency Collaboration and Coordination
- ☐ Coordination with Related Councils, Committees and Programs
- ☐ Barrier Elimination, Systems design, and Redesign
- ☐ Coalition Development and Citizen Participation
- ☐ Informing Policymakers
- ☐ Demonstration of New Approaches to Services and Supports
- ☐ Other Activities

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**Education and Early Intervention (ED).** Students reach their educational potential and infants and young children reach their developmental potential.

**Goal ED#**\_\_

**2. (a) Objective #** \_\_

**Objective description:** \_\_\_\_\_  
\_\_\_\_\_

**(b) Expected Year of Accomplishment:**

Year One: \_\_      Year Two: \_\_      Year Three: \_\_  
Year Four: \_\_      Year Five: \_\_

**(c) Associated Performance Target Number(s):**

\_\_01   \_\_02   \_\_03   \_\_04   \_\_05   \_\_06   \_\_07   \_\_08   \_\_09   \_\_10  
\_\_11   \_\_12   \_\_13   \_\_14   \_\_15   \_\_16   \_\_17   \_\_18   \_\_19   \_\_20

**3. Resources to be Allocated for this Objective (if known):**

**Check if not known:** \_\_

**Resources:** \$ \_\_\_\_\_

**4. Intermediaries/Collaborators Planned for this Objective (if known):**

(a) ☐ State Protection and Advocacy System

(b) ☐ University Center(s)

(c) \_\_\_\_\_

(d) \_\_\_\_\_

(e) \_\_\_\_\_

(f) \_\_\_\_\_

(g) \_\_\_\_\_

(h) \_\_\_\_\_

(i) \_\_\_\_\_

(complete this page for each Goal and Objective under Education and Early Intervention.)

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**5. EDUCATION AND EARLY INTERVENTION PERFORMANCE TARGETS BY YEAR.**

|      | <b>PERFORMANCE TARGETS</b>  | <b>Yr1</b> | <b>Yr2</b> | <b>Yr3</b> | <b>Yr4</b> | <b>Yr5</b> | <b>Total</b> |
|------|---|------------|------------|------------|------------|------------|--------------|
| ED01 | Students have the education and support they need to reach their educational goals through Council efforts        |            |            |            |            |            |              |
| ED02 | Infants and young children have the services/supports needed to reach developmental goals through Council efforts |            |            |            |            |            |              |
| ED03 | Students transitioned from school to community and jobs   |            |            |            |            |            |              |
| ED04 | Children transitioned from early intervention and pre-school to inclusive classrooms/schools                      |            |            |            |            |            |              |
| ED05 | Dollars leveraged for education   |            |            |            |            |            |              |
| ED06 | Education programs/policies created/improved  |            |            |            |            |            |              |
| ED07 | Post-secondary institutions improved inclusive education  |            |            |            |            |            |              |
| ED08 | Schools improved IEP practices  |            |            |            |            |            |              |
| ED09 | People facilitated inclusive education  |            |            |            |            |            |              |
| ED10 | People trained in inclusive education   |            |            |            |            |            |              |
| ED11 | People active in systems advocacy about inclusive education<br>Self-advocates<br>Family members<br>Others         |            |            |            |            |            |              |
| ED12 | Parents trained regarding their child's educational rights  |            |            |            |            |            |              |
| ED13 | Other   |            |            |            |            |            |              |

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**Housing (HO):** Adults choose where and with whom they live.

**1. Goal HO#**\_\_\_\_

**Goal Description** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Strategies used in achieving goal:**

- ☐ Outreach
- ☐ Training
- ☐ Technical Assistance
- ☐ Supporting and Educating Communities
- ☐ Interagency Collaboration and Coordination
- ☐ Coordination with Related Councils, Committees and Programs
- ☐ Barrier Elimination, Systems design, and Redesign
- ☐ Coalition Development and Citizen Participation
- ☐ Informing Policymakers
- ☐ Demonstration of New Approaches to Services and Supports
- ☐ Other Activities

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**Housing (HO):** Adults choose where and with whom they live.

**Goal HO#**\_\_\_\_

**2. (a) Objective #** \_\_\_\_

**Objective description:** \_\_\_\_\_  
\_\_\_\_\_

**(b)Expected Year of Accomplishment:**

Year One:\_\_\_\_ Year Two:\_\_\_\_ Year Three:\_\_\_\_  
Year Four: \_\_\_\_ Year Five: \_\_\_\_

**(c)Associated Performance Target Number(s):**

\_\_01 \_\_02 \_\_03 \_\_04 \_\_05 \_\_06 \_\_07 \_\_08 \_\_09 \_\_10  
\_\_11 \_\_12 \_\_13 \_\_14 \_\_15 \_\_16 \_\_17 \_\_18 \_\_19 \_\_20

**3.Resources to be Allocated for this Objective (if known):**

**Check if not known:**\_\_\_\_

**Resources:\$**\_\_\_\_\_

**4. Intermediaries/Collaborators Planned for this Objective (if known):**

- (a) ☐ State Protection and Advocacy System
- (b) ☐ University Center(s)
- (c) \_\_\_\_\_
- (d) \_\_\_\_\_
- (e) \_\_\_\_\_
- (f) \_\_\_\_\_
- (g) \_\_\_\_\_
- (h) \_\_\_\_\_
- (i) \_\_\_\_\_

(complete this page for each Goal and Objective under Housing.)

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**5. HOUSING PERFORMANCE TARGETS BY YEAR.**

|      | <b>PERFORMANCE TARGETS</b>   | <b>Yr1</b> | <b>Yr2</b> | <b>Yr3</b> | <b>Yr4</b> | <b>Yr5</b> | <b>Total</b> |
|------|--|------------|------------|------------|------------|------------|--------------|
| HO01 | Individuals have homes of their choice through Council efforts                                 |            |            |            |            |            |              |
| HO02 | People move from congregate settings to homes in the community                                 |            |            |            |            |            |              |
| HO03 | Dollars leveraged for housing  |            |            |            |            |            |              |
| HO04 | Banks make mortgage funds available to enable people to own their own homes                    |            |            |            |            |            |              |
| HO05 | Housing programs/policies created/improved   |            |            |            |            |            |              |
| HO06 | Units of affordable, accessible housing made available   |            |            |            |            |            |              |
| HO07 | People facilitated home ownership/rental   |            |            |            |            |            |              |
| HO08 | People trained in housing  |            |            |            |            |            |              |
| HO09 | People active in systems advocacy about housing<br>Self-advocates<br>Family members<br>Others  |            |            |            |            |            |              |
| HO10 | People trained in systems advocacy about housing<br>Self-advocates<br>Family members<br>Others |            |            |            |            |            |              |
| HO11 | Other  |            |            |            |            |            |              |

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**Health (HE):** People are healthy and benefit from the full range of needed health services.

**1. Goal HE#**\_\_\_\_

**Goal Description** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Strategies used in achieving goal:**

- ☐ Outreach
- ☐ Training
- ☐ Technical Assistance
- ☐ Supporting and Educating Communities
- ☐ Interagency Collaboration and Coordination
- ☐ Coordination with Related Councils, Committees and Programs
- ☐ Barrier Elimination, Systems design, and Redesign
- ☐ Coalition Development and Citizen Participation
- ☐ Informing Policymakers
- ☐ Demonstration of New Approaches to Services and Supports
- ☐ Other Activities



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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**Health (HE):** People are healthy and benefit from the full range of needed health services.

**Goal HE#**\_\_\_\_

**2. (a) Objective #** \_\_\_\_

**Objective description:** \_\_\_\_\_  
\_\_\_\_\_

**(b)Expected Year of Accomplishment:**

Year One:\_\_\_\_ Year Two:\_\_\_\_ Year Three:\_\_\_\_  
Year Four: \_\_\_\_ Year Five: \_\_\_\_

**(c)Associated Performance Target Number(s):**

\_\_01 \_\_02 \_\_03 \_\_04 \_\_05 \_\_06 \_\_07 \_\_08 \_\_09 \_\_10  
\_\_11 \_\_12 \_\_13 \_\_14 \_\_15 \_\_16 \_\_17 \_\_18 \_\_19 \_\_20

**3.Resources to be Allocated for this Objective (if known):**

**Check if not known:**\_\_\_\_

**Resources:\$**\_\_\_\_\_

**4. Intermediaries/Collaborators Planned for this Objective (if known):**

(a) ☐ State Protection and Advocacy System

(b) ☐ University Center(s)

(c) \_\_\_\_\_

(d) \_\_\_\_\_

(e) \_\_\_\_\_

(f) \_\_\_\_\_

(g) \_\_\_\_\_

(h) \_\_\_\_\_

(i) \_\_\_\_\_

(complete this page for each Goal and Objective under Health.)

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**5. HEALTH PERFORMANCE TARGETS BY YEAR.**

|      | <b>PERFORMANCE TARGETS</b>   | <b>Yr1</b> | <b>Yr2</b> | <b>Yr3</b> | <b>Yr4</b> | <b>Yr5</b> | <b>Total</b> |
|------|--|------------|------------|------------|------------|------------|--------------|
| HE01 | People have needed health services through Council efforts   |            |            |            |            |            |              |
| HE02 | Dollars leveraged for health services  |            |            |            |            |            |              |
| HE03 | Health services programs/policies created/improved   |            |            |            |            |            |              |
| HE04 | People improved health services  |            |            |            |            |            |              |
| HE05 | People trained in health services  |            |            |            |            |            |              |
| HE06 | People active in systems advocacy about health services<br>Self-advocates<br>Family members<br>Others  |            |            |            |            |            |              |
| HE07 | People trained in systems advocacy about health services<br>Self-advocates<br>Family members<br>Others |            |            |            |            |            |              |
| HE08 | Other  |            |            |            |            |            |              |

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**CHILD CARE (CH):** Children and families benefit from a range of inclusive, flexible child care options.

**1. Goal CH#**\_\_\_\_\_

**Goal Description** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Strategies used in achieving goal:**

- ☐ Outreach
- ☐ Training
- ☐ Technical Assistance
- ☐ Supporting and Educating Communities
- ☐ Interagency Collaboration and Coordination
- ☐ Coordination with Related Councils, Committees and Programs
- ☐ Barrier Elimination, Systems design, and Redesign
- ☐ Coalition Development and Citizen Participation
- ☐ Informing Policymakers
- ☐ Demonstration of New Approaches to Services and Supports
- ☐ Other Activities

---

**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**CHILD CARE (CH):** Children and families benefit from a range of inclusive, flexible child care options.

**Goal CH#**\_\_\_\_

**2. (a) Objective #** \_\_\_\_

**Objective description:** \_\_\_\_\_  
\_\_\_\_\_

**(b)Expected Year of Accomplishment:**

Year One:\_\_\_\_ Year Two:\_\_\_\_ Year Three:\_\_\_\_  
Year Four: \_\_\_\_ Year Five: \_\_\_\_

**(c)Associated Performance Target Number(s):**

\_\_01 \_\_02 \_\_03 \_\_04 \_\_05 \_\_06 \_\_07 \_\_08 \_\_09 \_\_10  
\_\_11 \_\_12 \_\_13 \_\_14 \_\_15 \_\_16 \_\_17 \_\_18 \_\_19 \_\_20

**3.Resources to be Allocated for this Objective (if known):**

**Check if not known:** \_\_\_\_

**Resources:\$**\_\_\_\_\_

**4. Intermediaries/Collaborators Planned for this Objective (if known):**

- (a) ☐ State Protection and Advocacy System
- (b) ☐ University Center(s)
- (c) \_\_\_\_\_
- (d) \_\_\_\_\_
- (e) \_\_\_\_\_
- (f) \_\_\_\_\_
- (g) \_\_\_\_\_
- (h) \_\_\_\_\_
- (i) \_\_\_\_\_

(complete this page for each Goal and Objective under Child Care.)

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**5. CHILD CARE PERFORMANCE TARGETS BY YEAR:**

|      | <b>PERFORMANCE TARGETS</b>  | <b>Yr1</b> | <b>Yr2</b> | <b>Yr3</b> | <b>Yr4</b> | <b>Yr5</b> | <b>Total</b> |
|------|---|------------|------------|------------|------------|------------|--------------|
| CH01 | Children in inclusive child care settings through Council efforts                                 |            |            |            |            |            |              |
| CH02 | Dollars leveraged for child care programs   |            |            |            |            |            |              |
| CH03 | Child care programs/policies created/improved   |            |            |            |            |            |              |
| CH04 | People facilitated inclusive child care   |            |            |            |            |            |              |
| CH05 | People trained in child care  |            |            |            |            |            |              |
| CH06 | People active in systems advocacy about child care<br>Self-advocates<br>Family members<br>Others  |            |            |            |            |            |              |
| CH07 | People trained in systems advocacy about child care<br>Self-advocates<br>Family members<br>Others |            |            |            |            |            |              |
| CH08 | Other   |            |            |            |            |            |              |

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**Recreation (RE):** People benefit from inclusive recreational, leisure, and social activities consistent with their interests and abilities

**1. Goal RE#** \_\_\_\_\_

**Goal Description** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Strategies used in achieving goal:**

- ☐ Outreach
- ☐ Training
- ☐ Technical Assistance
- ☐ Supporting and Educating Communities
- ☐ Interagency Collaboration and Coordination
- ☐ Coordination with Related Councils, Committees and Programs
- ☐ Barrier Elimination, Systems design, and Redesign
- ☐ Coalition Development and Citizen Participation
- ☐ Informing Policymakers
- ☐ Demonstration of New Approaches to Services and Supports
- ☐ Other Activities

---

**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**Recreation (RE):** People benefit from inclusive recreational, leisure, and social activities consistent with their interests and abilities

**Goal RE#** \_\_\_\_

**2. (a) Objective #** \_\_\_\_

**Objective description:** \_\_\_\_\_  
\_\_\_\_\_

**(b) Expected Year of Accomplishment:**

Year One: \_\_\_\_ Year Two: \_\_\_\_ Year Three: \_\_\_\_  
Year Four: \_\_\_\_ Year Five: \_\_\_\_

**(c) Associated Performance Target Number(s):**

\_\_01 \_\_02 \_\_03 \_\_04 \_\_05 \_\_06 \_\_07 \_\_08 \_\_09 \_\_10  
\_\_11 \_\_12 \_\_13 \_\_14 \_\_15 \_\_16 \_\_17 \_\_18 \_\_19 \_\_20

**3. Resources to be Allocated for this Objective (if known):**

**Check if not known:** \_\_\_\_

**Resources:** \$ \_\_\_\_\_

**4. Intermediaries/Collaborators Planned for this Objective (if known):**

- (a) ☐ State Protection and Advocacy System
- (b) ☐ University Center(s)
- (c) \_\_\_\_\_
- (d) \_\_\_\_\_
- (e) \_\_\_\_\_
- (f) \_\_\_\_\_
- (g) \_\_\_\_\_
- (h) \_\_\_\_\_
- (i) \_\_\_\_\_

(complete this page for each Goal and Objective under Recreation.)

**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

**5. RECREATION PERFORMANCE TARGETS BY YEAR:**

|      | PERFORMANCE TARGETS   | Yr1 | Yr2 | Yr3 | Yr4 | Yr5 | Total |
|------|---|-----|-----|-----|-----|-----|-------|
| RE01 | People active in recreational activities through Council efforts                                  |     |     |     |     |     |       |
| RE02 | Dollars leveraged for recreation programs   |     |     |     |     |     |       |
| RE03 | Recreation programs/policies created/improved   |     |     |     |     |     |       |
| RE04 | People facilitated recreation   |     |     |     |     |     |       |
| RE05 | People trained in recreation  |     |     |     |     |     |       |
| RE06 | People active in systems advocacy about recreation<br>Self-advocates<br>Family members<br>Others  |     |     |     |     |     |       |
| RE07 | People trained in systems advocacy about recreation<br>Self-advocates<br>Family members<br>Others |     |     |     |     |     |       |
| RE08 | Other   |     |     |     |     |     |       |



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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**Transportation (TR):** People have transportation services for work, school, medical, and personal needs

**1. Goal TR#** \_\_\_\_\_

**Goal Description** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Strategies used in achieving goal:**

- ☐ Outreach
- ☐ Training
- ☐ Technical Assistance
- ☐ Supporting and Educating Communities
- ☐ Interagency Collaboration and Coordination
- ☐ Coordination with Related Councils, Committees and Programs
- ☐ Barrier Elimination, Systems design, and Redesign
- ☐ Coalition Development and Citizen Participation
- ☐ Informing Policymakers
- ☐ Demonstration of New Approaches to Services and Supports
- ☐ Other Activities

---

**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

---

**Transportation (TR):** People have transportation services for work, school, medical, and personal needs

**Goal TR#**\_\_\_\_

**2. (a) Objective #** \_\_\_\_

**Objective description:** \_\_\_\_\_  
\_\_\_\_\_

**(b)Expected Year of Accomplishment:**

Year One:\_\_\_\_ Year Two:\_\_\_\_ Year Three:\_\_\_\_  
Year Four: \_\_\_\_ Year Five: \_\_\_\_

**(c)Associated Performance Target Number(s):**

\_\_01 \_\_02 \_\_03 \_\_04 \_\_05 \_\_06 \_\_07 \_\_08 \_\_09 \_\_10

\_\_11 \_\_12 \_\_13 \_\_14 \_\_15 \_\_16 \_\_17 \_\_18 \_\_19 \_\_20

**3.Resources to be Allocated for this Objective (if known):**

**Check if not known:**\_\_\_\_

**Resources:\$**\_\_\_\_\_

**4. Intermediaries/Collaborators Planned for this Objective (if known):**

(a) ☐ State Protection and Advocacy System

(b) ☐ University Center(s)

(c) \_\_\_\_\_

(d) \_\_\_\_\_

(e) \_\_\_\_\_

(f) \_\_\_\_\_

(g) \_\_\_\_\_

(h) \_\_\_\_\_

(i) \_\_\_\_\_

(complete this page for each Goal and Objective under Transportation.)

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**5. TRANSPORTATION PERFORMANCE TARGETS BY YEAR:**

|      | <b>PERFORMANCE TARGETS</b>  | <b>Yr1</b> | <b>Yr2</b> | <b>Yr3</b> | <b>Yr4</b> | <b>Yr5</b> | <b>Total</b> |
|------|---|------------|------------|------------|------------|------------|--------------|
| TR01 | People have transportation services through Council efforts.  |            |            |            |            |            |              |
| TR02 | Dollars leveraged for transportation programs   |            |            |            |            |            |              |
| TR03 | Transportation programs/policies created/improved   |            |            |            |            |            |              |
| TR04 | People facilitated transportation   |            |            |            |            |            |              |
| TR05 | People trained in transportation  |            |            |            |            |            |              |
| TR06 | People active in systems advocacy about transportation<br>Self-advocates<br>Family members<br>Others  |            |            |            |            |            |              |
| TR07 | People trained in systems advocacy about transportation<br>Self-advocates<br>Family members<br>Others |            |            |            |            |            |              |
| TR08 | Other   |            |            |            |            |            |              |

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**Quality Assurance (QA):** People have the information, skills, opportunities, and supports to live free of abuse, neglect, financial and sexual exploitation, and violations of their human and legal rights, and the inappropriate use of restraints or seclusion. Quality assurance systems contribute to and protect self-determination, independence, productivity, and integration and inclusion in all facets of community life.

**1. Goal QA#** \_\_\_\_\_

**Goal Description** \_\_\_\_\_

\_\_\_\_\_

**Strategies used in achieving goal:**

- ☐ Outreach
- ☐ Training
- ☐ Technical Assistance
- ☐ Supporting and Educating Communities
- ☐ Interagency Collaboration and Coordination
- ☐ Coordination with Related Councils, Committees and Programs
- ☐ Barrier Elimination, Systems design, and Redesign
- ☐ Coalition Development and Citizen Participation
- ☐ Informing Policymakers
- ☐ Demonstration of New Approaches to Services and Supports
- ☐ Other Activities

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**Quality Assurance (QA):** People have the information, skills, opportunities, and supports to live free of abuse, neglect, financial and sexual exploitation, and violations of their human and legal rights, and the inappropriate use of restraints or seclusion. Quality assurance systems contribute to and protect self-determination, independence, productivity, and integration and inclusion in all facets of community life.

**Goal QA#** \_\_\_\_\_

**2. (a) Objective #** \_\_\_\_\_

**Objective description:** \_\_\_\_\_  
\_\_\_\_\_

**(b) Expected Year of Accomplishment:**

Year One: \_\_\_\_\_ Year Two: \_\_\_\_\_ Year Three: \_\_\_\_\_  
Year Four: \_\_\_\_\_ Year Five: \_\_\_\_\_

**(c) Associated Performance Target Number(s):**

\_\_\_01 \_\_\_02 \_\_\_03 \_\_\_04 \_\_\_05 \_\_\_06 \_\_\_07 \_\_\_08 \_\_\_09 \_\_\_10

\_\_\_11 \_\_\_12 \_\_\_13 \_\_\_14 \_\_\_15 \_\_\_16 \_\_\_17 \_\_\_18 \_\_\_19 \_\_\_20

**3. Resources to be Allocated for this Objective (if known):**

**Check if not known:** \_\_\_\_\_

**Resources:** \$ \_\_\_\_\_

**4. Intermediaries/Collaborators Planned for this Objective (if known):**

(a) ☐ State Protection and Advocacy System

(b) ☐ University Center(s)

(c) \_\_\_\_\_

(d) \_\_\_\_\_

(e) \_\_\_\_\_

(f) \_\_\_\_\_

(g) \_\_\_\_\_

(h) \_\_\_\_\_

(complete this page for each Goal and Objective under Quality Assurance.)

**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

**5. QUALITY ASSURANCE PERFORMANCE TARGETS BY YEAR**

|      | PERFORMANCE TARGETS  | Yr1 | Yr2 | Yr3 | Yr4 | Yr5 | Total |
|------|--|-----|-----|-----|-----|-----|-------|
| QA01 | People benefiting from quality assurance efforts of the Council  |     |     |     |     |     |       |
| QA02 | Dollars leveraged for quality assurance programs   |     |     |     |     |     |       |
| QA03 | Quality Assurance programs/policies created/improved   |     |     |     |     |     |       |
| QA04 | People facilitated quality assurance   |     |     |     |     |     |       |
| QA05 | People trained in quality assurance  |     |     |     |     |     |       |
| QA06 | People active in systems advocacy about quality assurance<br>Self-advocates<br>Family members<br>Others            |     |     |     |     |     |       |
| QA07 | People trained in systems advocacy about quality assurance<br>Self-advocates<br>Family members<br>Others           |     |     |     |     |     |       |
| QA08 | People trained in leadership, self-advocacy, and self-determination  |     |     |     |     |     |       |
| QA09 | People attained membership on public and private bodies and other leadership coalitions                            |     |     |     |     |     |       |
| QA10 | Number of entities participating in partnerships or coalitions created or sustained as a result of Council efforts |     |     |     |     |     |       |
| QA11 | Other  |     |     |     |     |     |       |

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**Formal and Informal Community Supports (CS):** Individuals have access to other services available or offered in a community, including formal and informal community supports that affect their quality of life

**1. Goal CS#**\_\_\_\_\_

**Goal Description** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Strategies used in achieving goal:**

- ☐ Outreach
- ☐ Training
- ☐ Technical Assistance
- ☐ Supporting and Educating Communities
- ☐ Interagency Collaboration and Coordination
- ☐ Coordination with Related Councils, Committees and Programs
- ☐ Barrier Elimination, Systems design, and Redesign
- ☐ Coalition Development and Citizen Participation
- ☐ Informing Policymakers
- ☐ Demonstration of New Approaches to Services and Supports
- ☐ Other Activities

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**Formal and Informal Community Supports (CS):** Individuals have access to other services available or offered in a community, including formal and informal community supports that affect their quality of life

**Goal CS#**\_\_\_\_

**2. (a) Objective #** \_\_\_\_

**Objective description:** \_\_\_\_\_  
\_\_\_\_\_

**(b)Expected Year of Accomplishment:**

Year One:\_\_\_\_ Year Two:\_\_\_\_ Year Three:\_\_\_\_  
Year Four:\_\_\_\_ Year Five: \_\_\_\_

**(c)Associated Performance Target Number(s):**

\_\_01 \_\_02 \_\_03 \_\_04 \_\_05 \_\_06 \_\_07 \_\_08 \_\_09 \_\_10  
\_\_11 \_\_12 \_\_13 \_\_14 \_\_15 \_\_16 \_\_17 \_\_18 \_\_19 \_\_20

**3.Resources to be Allocated for this Objective (if known):**

**Check if not known:**\_\_\_\_

**Resources:\$**\_\_\_\_\_

**4. Intermediaries/Collaborators Planned for this Objective (if known):**

(a) ☐ State Protection and Advocacy System

(b) ☐ University Center(s)

(c) \_\_\_\_\_

(d) \_\_\_\_\_

(e) \_\_\_\_\_

(f) \_\_\_\_\_

(g) \_\_\_\_\_

(h) \_\_\_\_\_

(i) \_\_\_\_\_

(complete this page for each Goal and Objective under Formal/Informal Community Supports.)



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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**5. COMMUNITY SUPPORTS PERFORMANCE TARGETS BY YEAR**

|      | <b>PERFORMANCE TARGETS</b>  | <b>Yr1</b> | <b>Yr2</b> | <b>Yr3</b> | <b>Yr4</b> | <b>Yr5</b> | <b>Total</b> |
|------|---|------------|------------|------------|------------|------------|--------------|
| CS01 | Individuals receive formal/informal community supports through Council efforts.   |            |            |            |            |            |              |
| CS02 | Dollars leveraged for formal/informal community supports  |            |            |            |            |            |              |
| CS03 | Formal/Informal community supports programs/policies created/improved   |            |            |            |            |            |              |
| CS04 | People facilitated formal/informal community supports   |            |            |            |            |            |              |
| CS05 | People trained in formal/informal community supports  |            |            |            |            |            |              |
| CS06 | People active in systems advocacy about formal/informal community supports<br>Self-advocates<br>Family members<br>Others  |            |            |            |            |            |              |
| CS07 | People trained in systems advocacy about formal/informal community supports<br>Self-advocates<br>Family members<br>Others |            |            |            |            |            |              |
| CS08 | Buildings/public accommodations became accessible   |            |            |            |            |            |              |
| CS09 | Other   |            |            |            |            |            |              |

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**Cross Cutting (CC):** The following represent those Council activities that impact all Areas of Emphasis

**1. Goal CC#**\_\_\_\_\_

**Goal Description** \_\_\_\_\_

**Strategies used in achieving goal:**

- ☐ Outreach
- ☐ Training
- ☐ Technical Assistance
- ☐ Supporting and Educating Communities
- ☐ Interagency Collaboration and Coordination
- ☐ Coordination with Related Councils, Committees and Programs
- ☐ Barrier Elimination, Systems design, and Redesign
- ☐ Coalition Development and Citizen Participation
- ☐ Informing Policymakers
- ☐ Demonstration of New Approaches to Services and Supports
- ☐ Other Activities

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**Cross Cutting (CC):** The following represent those Council activities that impact all Areas of Emphasis

**Goal CC#**\_\_\_\_\_

**2. (a) Objective #** \_\_\_\_

**Objective description:** \_\_\_\_\_  
\_\_\_\_\_

**(b) Expected Year of Accomplishment:**

Year One: \_\_\_\_\_ Year Two: \_\_\_\_\_ Year Three: \_\_\_\_\_  
Year Four: \_\_\_\_\_ Year Five: \_\_\_\_\_

**(c) Associated Performance Target Number(s):**

\_\_01 \_\_02 \_\_03 \_\_04 \_\_05 \_\_06 \_\_07 \_\_08 \_\_09 \_\_10  
\_\_11 \_\_12 \_\_13 \_\_14 \_\_15 \_\_16 \_\_17 \_\_18 \_\_19 \_\_20

**3. Resources to be Allocated for this Objective (if known):**

**Check if not known:** \_\_\_\_\_

**Resources:** \$ \_\_\_\_\_

**4. Intermediaries/Collaborators Planned for this Objective (if known):**

- (a) ☐ State Protection and Advocacy System
- (b) ☐ University Center(s)
- (c) \_\_\_\_\_
- (d) \_\_\_\_\_
- (e) \_\_\_\_\_
- (f) \_\_\_\_\_
- (g) \_\_\_\_\_
- (h) \_\_\_\_\_
- (i) \_\_\_\_\_

(complete this page for each Goal and Objective under Cross Cutting.)

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**5. CROSS CUTTING PERFORMANCE TARGETS BY YEAR**

|      | PERFORMANCE TARGETS  | Yr1 | Yr2 | Yr3 | Yr4 | Yr5 | Total |
|------|--|-----|-----|-----|-----|-----|-------|
| CC01 | Public policymakers educated by Council about issues related to Council activities                                       |     |     |     |     |     |       |
| CC02 | Copies of products distributed to policymakers about issues related to Council activities                                |     |     |     |     |     |       |
| CC03 | Members of the general public estimated to have been reached by Council public education, awareness and media activities |     |     |     |     |     |       |

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**SECTION V: ASSURANCES Section[124(c)(5)(A)-(N)]**

- A. ☐ Written and signed assurances have been submitted to the Regional Office, Administration for Children and Families, United States Department of Health and Human Services, regarding compliance with all requirements specified in Section 124 (C)(5)(A) – (N) in the Developmental Disabilities Assurance and Bill of Rights Act. A form for assurances is included with the instructions.

**B. Approving Officials for Assurances**

1. ☐ For the Council (Chairperson)
  
2. ☐ For DSA, when not Council

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**FIVE YEAR STATE PLAN FORMAT  
DEVELOPMENTAL DISABILITIES COUNCILS**

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**SECTION VI: PROJECTED COUNCIL BUDGET [Section 125(c)(8)]**

Cost Categories – Areas of Emphasis, General and DSA Functions

| <b>CATEGORY</b>  | <b>Subtitle B \$</b> | <b>Other(s) \$</b> | <b>TOTAL</b> |
|--|----------------------|--------------------|--------------|
| 1. Employment  |                      |                    |              |
| 2. Education & Early Intervention                                  |                      |                    |              |
| 3. Housing   |                      |                    |              |
| 4. Health  |                      |                    |              |
| 5. Child Care  |                      |                    |              |
| 6. Recreation  |                      |                    |              |
| 7. Transportation  |                      |                    |              |
| 8. Quality Assurance   |                      |                    |              |
| 9. Formal & Informal Community Supp.                               |                      |                    |              |
| 10. General management<br>(Personnel,<br>Budget/Finance/Reporting) |                      |                    |              |
| 11. Functions of the DSA   |                      |                    |              |
| 12. TOTAL  | \$                   | \$                 | \$           |

**SECTION VII: PUBLIC INPUT AND REVIEW [Section 124(d)]** Summarize the Council's process for public notice, input and review including how the Council revises the plan to take into account and respond to significant comments.

**SECTION VIII: EVALUATION PLAN. [Section 125(c)(3)(C)]** Summarize the Council's plan for monitoring, reviewing and evaluating this State Plan at least annually. (limit to 1,000 characters)

## STATE PLAN ASSURANCES

Councils are required to submit to their Regional offices a hard copy of the assurances along with a signature sheet (see page 41 of Five Year State Plan format).

(A) IN GENERAL.--The plan shall contain or be supported by assurances and information described in subparagraphs (B) through (N) that are satisfactory to the Secretary.

(B) USE OF FUNDS --With respect to the funds paid to the State under section 122, the plan shall provide assurances that--

(i) not less than 70 percent of such funds will be expended for activities related to the goals described in paragraph (4);

(ii) such funds will contribute to the achievement of the purpose of this subtitle in various political subdivisions of the State;

(iii) such funds will be used to supplement, and not supplant, the non-Federal funds that would otherwise be made available for the purposes for which the funds paid under section 122 are provided;

(iv) such funds will be used to complement and augment rather than duplicate or replace services for individuals with developmental disabilities and their families who are eligible for Federal assistance under other State programs;

(v) part of such funds will be made available by the State to public or private entities;

(vi) at the request of any State, a portion of such funds provided to such State under this subtitle for any fiscal year shall be available to pay up to  $\frac{1}{2}$  (or the entire amount if the Council is the designated State agency) of the expenditures found to be necessary by the Secretary for the proper and efficient exercise of the functions of the designated State agency, except that not more than 5 percent of such funds provided to such State for any fiscal year, or \$50,000, whichever is less, shall be made available for total expenditures for such purpose by the designated State agency; and

(vii) not more than 20 percent of such funds will be allocated to the designated State agency for service demonstrations by such agency that--

(I) contribute to the achievement of the purpose of this subtitle; and

(II) are explicitly authorized by the Council.

(C) STATE FINANCIAL PARTICIPATION --The plan shall provide assurances that there will be reasonable State financial participation in the cost of carrying out the plan.

(D) CONFLICT OF INTEREST --The plan shall provide an assurance that no member of such Council will cast a vote on any matter that would provide direct financial benefit to the member or otherwise give the appearance of a conflict of interest.

(E) URBAN AND RURAL POVERTY AREAS --The plan shall provide assurances that special financial and technical assistance will be given to organizations that provide community services, individualized supports, and other forms of assistance to individuals with developmental disabilities who live in areas designated as urban or rural poverty areas.

(F) PROGRAM ACCESSIBILITY STANDARDS --The plan shall provide assurances that programs, projects, and activities funded under the plan, and the buildings in which such programs, projects, and activities are operated, will meet standards prescribed by the Secretary in regulations and all applicable Federal and State accessibility standards, including accessibility requirements of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), section 508 of the Rehabilitation Act of 1973 (29 U.S.C. 794d), and the Fair Housing Act (42 U.S.C. 3601 et seq.).

(G) INDIVIDUALIZED SERVICES --The plan shall provide assurances that any direct services provided to individuals with developmental disabilities and funded under the plan will be provided in an individualized manner, consistent with the unique strengths, resources, priorities, concerns, abilities, and capabilities of such individual.

(H) HUMAN RIGHTS --The plan shall provide assurances that the human rights of the individuals with developmental disabilities (especially individuals without familial protection) who are receiving services under programs assisted under this subtitle will be protected consistent with section 109 (relating to rights of individuals with developmental disabilities).

(I) MINORITY PARTICIPATION --The plan shall provide assurances that the State has taken affirmative steps to assure that participation in programs funded under this subtitle is geographically representative of the State, and reflects the diversity of the State with respect to race and ethnicity.

(J) EMPLOYEE PROTECTIONS --The plan shall provide assurances that fair and equitable arrangements (as determined by the Secretary after consultation with the Secretary of Labor) will be provided to protect the interests of employees affected by actions taken under the plan to provide community living activities, including arrangements designed to preserve employee rights and benefits and provide training and retraining of such employees where necessary, and arrangements under which maximum efforts will be made to guarantee the employment of such employees.

(K) STAFF ASSIGNMENTS --The plan shall provide assurances that the staff and other personnel of the Council, while working for the Council, will be responsible solely for assisting the Council in carrying out the duties of the Council under this subtitle and will not be assigned duties by the designated State agency, or any other agency, office, or entity of the State.



(L) NONINTERFERENCE --The plan shall provide assurances that the designated State agency, and any other agency, office, or entity of the State, will not interfere with the advocacy, capacity building, and systemic change activities, budget, personnel, State plan development, or plan implementation of the Council, except that the designated State agency shall have the authority necessary to carry out the responsibilities described in section 125(d)(3).

(M) STATE QUALITY ASSURANCE --The plan shall provide assurances that the Council will participate in the planning, design or redesign, and monitoring of State quality assurance systems that affect individuals with developmental disabilities.

(N) OTHER ASSURANCES --The plan shall contain such additional information and assurances as the Secretary may find necessary to carry out the provisions (including the purpose) of this subtitle.

## SELF-ADVOCACY

### Definition

Self-advocacy organization - An organization whose members are primarily individuals with developmental disabilities, and whose leaders are individuals with developmental disabilities. The organization may or may not receive support from individuals without developmental disabilities, however, organizational decisions are made by the leaders and by members with developmental disabilities.

Councils must include in the State Plan:

...a goal, for each year of the grant, to—

1. establish or strengthen a program for the direct funding of a State self-advocacy organization led by individuals with developmental disabilities;
2. support opportunities for individuals with developmental disabilities who are considered leaders to provide leadership training to individuals with developmental disabilities who may become leaders; and
3. support and expand participation of individuals with developmental disabilities in cross-disability and culturally diverse leadership coalition

**(Councils must have a goal addressing all three areas.)**

### Compliance with this goal:

#### Part 1

- The Council directly funds a self-advocacy organization in the state to establish or strengthen the program
- The Council contributes to a program that directly funds a self-advocacy organization in the state

Contributes means provides funding, TA, or other support that establishes or strengthens the program. For instance, the State MR program provides funding to a self-advocacy organization. The Council contributes toward that funding.

- The Council provides TA to establish the direct funding of a self-advocacy organization in the state

Example – Council helps a self-advocacy organization **successfully** acquire other direct funding resources (grants, foundations, public funds, etc.)

#### Part 2

Some examples might include Partners in Policymaking or Legislative advocacy training that results in training other individuals

#### Part 3

Council support could include financial support, mentoring, assistance in finding opportunities on coalitions, boards, etc., and assistance at meetings.

## CONSUMER SATISFACTION SURVEY INFORMATION

*Consumer Satisfaction as discussed in the Act:*

Section 104(a)(3)(D))) Responsibilities of the Secretary, Program Accountability, Indicators of Progress, Specific Measures

“At a minimum, the indicators of progress will be used to describe and measure the **satisfaction of individuals with developmental disabilities with the advocacy, capacity building, and systemic change activities provided under subtitles B...**”

Section 125(c)(7)(E)(ii))) State Councils on Developmental Disabilities and Designated State Agencies, Council Responsibilities, Reports

“The Council shall annually prepare and transmit to the Secretary a report... about the progress made by the Council in achieving the goals of the Council... **including information on consumer satisfaction with Council supported or conducted activities...**”

In order to be in compliance with the Act Councils will be required to report on consumer satisfaction in the Program Performance Report due January 1, 2003 (FY2002) as follows:

### CONSUMER SATISFACTION

Number of surveys completed \_\_\_\_\_

Satisfaction rating

- \_\_\_\_\_ Number of surveys rated at Very Satisfied
- \_\_\_\_\_ Number of surveys rated at Somewhat Satisfied
- \_\_\_\_\_ Number of surveys rated at Not Satisfied

Comments

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Although the DD Act of 2000 asks only for “consumer satisfaction with Council supported or conducted activities,” it has been recommended that we get expert help to develop a more comprehensive survey process that meets other need of the Councils. ADD is considering developing a survey packet with three components:

1. What Councils must do to be in compliance with the Act
2. The impact of councils in their state
3. Internal evaluations

This will help to meet the needs of Councils that are interested in pursuing satisfaction pass the basic requirements of the law.

The following format is one method that Councils might use to collect consumer satisfaction information.

### CONSUMER SATISFACTION SURVEY

Activity \_\_\_\_\_

Check the one category that best describes you

- \_\_\_\_\_ Individual with disability
- \_\_\_\_\_ Family member
- \_\_\_\_\_ Public policy maker
- \_\_\_\_\_ Representative: Public or private agency
- \_\_\_\_\_ Member: Community organization/Assn

### SATISFACTION SCALE

Check the box that represents your assessment of this activity

| Very<br>Satisfied        | Somewhat<br>Satisfied    | Not<br>Satisfied         | Not<br>Familiar          | Comments |
|--------------------------|--------------------------|--------------------------|--------------------------|----------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | _____    |
|                          |                          |                          |                          | _____    |
|                          |                          |                          |                          | _____    |
|                          |                          |                          |                          | _____    |

Although the survey format can be varied according to individual Council needs the scale of Very Satisfied - Somewhat Satisfied - Not Satisfied needs to remain consistent for all Councils.