

RSA-704 Part II for Northern Nevada Center for Independent Living, Inc. - H132A930109 report through September 30, 2013

Subpart I - Administrative Data

Sources and Amounts of Funds and Resources

Indicate amount received by the CIL as per each funding source. Enter 0 for none.

Item 1 - All Federal Funds Received

(A) Title VII, Ch. 1, Part B	0
(B) Title VII, Ch. 1, Part C	241,544
(C) Title VII, Ch. 2	0
(D) Other Federal Funds	23,526

Item 2 - Other Government Funds

(E) State Government Funds	22,721
(F) Local Government Funds	27,173

Item 3 - Private Resources

(G) Foundations, Corporations, or Trust Grants	8,189
(H) Donations from Individuals	620
(I) Membership Fees	0
(J) Investment Income/Endowment	2,302
(K) Fees for Service (program income, etc.)	15,152
(L) Other resources	13,911

Item 4 - Total Income

Total income	355,138
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Item 5 - Pass-Through Funds

Amount of other funds received as pass through funds to consumers (include funds, received on behalf of consumers, that are subsequently passed on to consumers, e.g., personal assistance services,	0
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representative payee funds, Medicaid funds, etc.)	
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Item 6 - Net Operating Resources

[Total Income (Section 4) minus Pass-Through Funds amount (Section 5) = Net Operating Resources	355,138
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Subpart II - Number and Types of Individuals With Significant Disabilities Receiving Services

Section A - Number of Consumers Served During the Reporting Year

(1) Enter the number of active CSRs carried over from September 30 of the preceding reporting year	216
(2) Enter the number of CSRs started since October 1 of the reporting year	87
(3) Add lines (1) and (2) to get the <i>total number of consumers served</i>	303

Section B - Number of CSRs Closed by September 30 of the Reporting Year

(1) Moved	7
(2) Withdrawn	16
(3) Died	0
(4) Completed all goals set	38
(5) Other	132
(6) Add lines (1) + (2) + (3) + (4) +(5) to get <i>total CSRs closed</i>	193

Section C - Number of CSRs Active on September 30 of the Reporting Year

Indicate the number of CSRs active on September 30th of the reporting year.

Section A(3) [minus] Section (B)(6) = Section C	110
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Section D - IL Plans and Waivers

Indicate the number of consumers in each category below.

(1) Number of consumers who signed a waiver	91
(2) Number of consumers with whom an ILP was developed	212
(3) Total number of consumers served during the reporting year	303

Section E - Age

Indicate the number of consumers in each category below.

(1) Under 5 years old	0
(2) Ages 5 - 19	29
(3) Ages 20 - 24	61
(4) Ages 25 - 59	157
(5) Age 60 and Older	56
(6) Age unavailable	0
(7) Total	303

Section F - Sex

Indicate the number of consumers in each category below.

(1) Number of Females served	140
(2) Number of Males served	163
(3) Total	303

Section G - Race and Ethnicity

Indicate the number of consumers served in each category below. Each consumer may be counted under ONLY ONE of the following categories in the 704 Report, even if the consumer reported more than one race and/or Hispanic/Latino ethnicity).

(1) American Indian or Alaska Native Number of Consumers	9
(2) Asian Number of Consumers	9
(3) Black or African American Number of Consumers	20
(4) Native Hawaiian or Other Pacific Islander Number of Consumers	8
(5) White Number of Consumers	227
(6) Hispanic/Latino of any race or Hispanic/Latino only Number of Consumers	26
(7) Two or more races Number of Consumers	0
(8) Race and ethnicity unknown Number of Consumers	4

(9) Total	303
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Section H - Disability

Indicate the number of consumers in each category below.

(1) Cognitive	67
(2) Mental/Emotional	72
(3) Physical	85
(4) Hearing	4
(5) Vision	9
(6) Multiple Disabilities	57
(7) Other	9

Section I - Individuals Served by County During the Reporting Year

List each county within the CIL's service area, as indicated in the CIL's application for Part C funds and the approved SPIL. Add additional rows as necessary. For each county, indicate how many individuals residing in that county were served by the CIL during the reporting year.

County name	Number of county residents served
Churchill	2
DOuglas	1
Humboldt	2
Mineral	2
Storey	2
Washoe	285
Carson	9

Subpart III - Individual Services and Achievements

Section A - Individual Services and Achievements

List the number of consumers requesting and the number of consumers receiving each of the following services during the reporting year, including the IL core services. The total of these numbers is not expected to equal the number of active CSRs during the reporting year, as a consumer may receive multiple services during the reporting year. Also, individuals who receive information and referral (I&R) services only may not have a CSR.

Services	Consumers Requesting Services	Consumers Receiving Services
(A) Advocacy/Legal Services	31	7
(B) Assistive Technology	21	5
(C) Children's Services	2	0
(D) Communication Services	2	0
(E) Counseling and Related Services	1	0
(F) Family Services	1	0

(G) Housing, Home Modifications, and Shelter Services	22	3
(H) IL Skills Training and Life Skills Training	635	603
(I) Information and Referral Services	2,132	2,116
(J) Mental Restoration Services	0	0
(K) Mobility Training	25	13
(L) Peer Counseling Services	33	33
(M) Personal Assistance Services	9	0
(N) Physical Restoration Services	2	0
(O) Preventive Services	4	0
(P) Prostheses, Orthotics, and Other Appliances	1	0

(Q) Recreational Services	76	64
(R) Rehabilitation Technology Services	1	0
(S) Therapeutic Treatment	1	0
(T) Transportation Services	17	2
(U) Youth/Transition Services	13	1
(V) Vocational Services	6	2
(W) Other Services	33	30

Section B - Increased Independence

Item 1 - Goals Related to Increased Independence in a Significant Life Area

Indicate the number of consumers who set goals related to the following significant life areas, the number whose goals are still in progress, and the number who achieved their goals as a result of the provision of IL services.

Significant Life Area	Goals Set	Goals Achieved	In Progress
(A) Self-Advocacy/Self-Empowerment	72	3	69
(B) Communication	1	1	0
(C) Mobility/Transportation	44	8	36
(D) Community-Based Living	26	9	17
(E) Educational	21	21	0
(F) Vocational	18	2	0

(G) Self-care	7	0	7
(H) Information Access/Technology	2	0	2
(I) Personal Resource Management	15	1	14
(J) Relocation from a Nursing Home or Institution to Community-Based Living	2	1	1
(K) Community/Social Participation	26	7	19
(L) Other	14	0	14

Item 2 - Improved Access To Transportation, Health Care and Assistive Technology

(A) Table

In column one, indicate the number of consumers who required access to previously unavailable transportation, health care services, or assistive technology during the reporting year. Of the consumers listed in column one, indicate in column two, the number of consumers who, as a result of the provision of IL services (including the four core services), achieved access to previously unavailable transportation, health care services, or assistive technology during the reporting year. In column three, list the number of consumers whose access to transportation, health care services or assistive technology is still in progress at the end of the reporting year.

Area	Number of Consumers Requiring Access	Number of Consumers Achieving Access	Number of Consumers Whose Access is in Progress
(A) Transportation	51	22	29
(B) Health Care Services	15	1	14
(C) Assistive Technology	49	18	31

Note: For most IL services, a consumers access to previously unavailable transportation, health care and assistive technology is documented through his or her CSR. In some instances, consumers may achieve an outcome solely through information and referral (I&R) services. To document these instances as successful outcomes, providers are not required to create CSRs for these consumers but must be able to document that follow-up contacts with these consumers showed access to previously unavailable transportation, health care and assistive technology.

(B) I&R Information

To inform RSA how many service providers engage in I&R follow-up contacts regarding access to transportation, health care services or assistive technology, please indicate the following:

Follow-up contacts with I&R recipients

The service provider **did** engage in follow-up contacts with I&R recipients to document access gained to previously unavailable transportation, health care or assistive technology.

Section C - Additional Information Concerning Individual Services or Achievements

Please provide any additional description or explanation concerning individual services or achievements reported in subpart III, including outstanding success stories and/or major obstacles encountered.

NNCIL's Community and Home Access Program continues to provide Metal Modular Ramps and facilitate Community Transition. This reporting year, NNCIL provided 12 (twelve) Metal Modular Ramps and facilitated 1 (one) successful transition from a care facility to community-based living.

This reporting year, NNCIL's Minor Home Modification completed thirteen (13) projects. This program funded thru the City of Reno's Community Development Block Grant provides consumers with permanent access ramps and bathroom/bedroom access. An ongoing program obstacle is the restriction imposed on the age of the residence to no more than 50 years old to qualify. This reporting year, houses or apartment complexes built before 1962 are not qualified. Another set-back is the newly imposed restriction that no modification can be made to the painted structure of houses built before 1978. Unfortunately for some of our consumers, these are the houses and/or apartment complexes that they currently occupy.

We continue to connect consumers to recycled ramps, wheelchairs and other devices much needed for their independent living. Our Equipment Program continues to receive used equipment, wheelchairs, assistive devices for daily living (ADL's) etc. More than 33 pieces of adaptive equipment/durable medical equipment items were loaned out from our inventory during the period from October 2012 through September 2013. There is no charge for individuals to borrow these items. The most in demand items loaned out were power wheelchairs, manual wheelchairs, and transfer benches.

Our focus this year was to promote healthier, more active community based lifestyles. We chose to move from forty-six cooking classes to eleven and redirect staff time and resources toward more community based activities that included collaborating with other programs as well as the development of our new "Walking & Fitness Club". This shift in programming has created new avenues for socialization, development of friendships, more opportunities to experience community based recreation and entertainment and peer support that extends beyond our center.

One of the stand out programs has been the "Walking and Fitness Club". Currently the club averages from six to eight regular participants. While the weather was mild, consumers met weekly at a local park (many traveling independently by RTC bus) and walked the two mile circuit. With lots of interest in continuing to exercise in spite of inclement weather, an NNCIL staff member took the initiative to meet with one of our local gyms and made arrangements for a low monthly gym membership that includes time with a trainer. All of our regular participants have continued with their exercise routines.

Five (5) "Fun and Arts" classes were provided this reporting year with an average attendance of 10 consumers. A local artist volunteers her skills to teach free-style art classes to interested consumers.

Collaboration with the City of Reno Parks and Recreation and Community Services opened the door for NNCIL consumers to participate in their "Out and About" program. For a nominal fee, our consumers were able to visit twenty-six sites in the Reno-Sparks area. Places visited included the Wild Waters water park, Sierra Safari Zoo, The Nevada Discovery Museum and a fishing excursion at Galena Creek. NNCIL sees this as an opportunity for our consumers to develop peer support and camaraderie outside of the center. Consumers were also provided group travel training on some of these outings so that they can visit these popular sites on their own or with friends and family.

Participating in the "Out and About" program led to a consumer discussion regarding an out of town experience. To be able to achieve this goal, funds were needed. With organizational support from NNCIL staff, consumers met regularly to develop fundraising goals, determine what fundraising activities were possible and create a fundraising calendar. To meet their financial goals they sold candy, hosted a root beer float sale, they held several yard sales and a car wash. Consumers were involved in all stages of the planning and execution of all events and trip planning. They experienced budgeting and money management, accountability, and team work. Their efforts generated the funds necessary to allow thirty individuals to participate in an overnight trip to Six Flags Amusement Park in Vallejo, California in September 2013. Their trip was a huge success and they have already begun talking about planning their next big adventure.

During this reporting year our Mobility Travel Trainer worked with 27 individuals; 9 of those now uses RIDE exclusively and 1 use RTC ACCESS. Seven individuals are in-progress as of reporting year, ten individuals have either have health issues, loss of interest and parents preferring to continue to provide transport. The 9 individuals now using RTC RIDE exclusively take an average of 300 rides monthly and 3520 trips annually. These are rides that would otherwise have been taken on RTC ACCESS. The average cost per RTC RIDE trip is \$3.00 and per RTC ACCESS the actual cost of each trip is \$20.00, representing a savings of \$17.00 for each trip diverted from paratransit. The cost for providing those 3520 rides on RTC ACCESS would be \$70,400 versus \$10,560 on RTC RIDE. Approximate savings for shifting those 3520 trips to RTC RIDE was estimated at \$59,840. The FY 2013 RTC budget for the entire mobility training program was \$32,000.

Social and Recreation continues to be offered twice a month at our center. Recreational activities are consumer favorites such as playing bingo, watching a movie, and playing video games, as well as, sharing dinner. Regular participation helps our consumers improve their social interaction skills. Our twice monthly Social and Recreation Program averages 30 attendees per event.

NNCIL was once again proud to host the Community Based Career Exploration Summer Camp (CBCESC). Working in collaboration with the Nevada Governor's Council on Developmental Disabilities (NGCDD), University of Nevada Center for Excellence in Disabilities (NCED), Washoe County School District (WCSD), and Vocational Rehabilitation (VR), this year's camp

had forty five (45) transition age students with special needs from various area schools. In addition to completing an application to participate in the camp students were assessed by their classroom teachers and/or VR counselors, to determine their specific areas of interest and then were matched with community based businesses. Each day of camp students worked half of the day at the businesses they were matched with, returning to NNCIL to attend workshops addressing job search and application, mock interviews, budgeting, personal hygiene, travel training and bus etiquette.

NNCIL continues to be an active member of the Disability Awareness Coalition (DAC), a group of community agencies, which was formed in 2005 and whose mission is to increase awareness and sensitivity of persons with disabilities, provide information and resources, as well as celebrate the skills, talents and abilities of persons with disabilities in northern Nevada. In addition to supporting the DAC's work NNCIL's executive director served as this year's coalition chairperson. DAC sponsored Disability Awareness Month activities throughout the month of October. One of the month's key events was an evening with prominent speaker Grant Korgan who shared his extraordinary journey since his life altering 2010 snowmobile accident. "Korgan found the strength to rise from his wheelchair and reclaim his active lifestyle, becoming the first spinal cord-injured athlete to ski 80 miles in Antarctica's South Pole. Today, he is the emerging face of spinal cord recovery and heralds his message of choosing positivity through adversity so that we may all climb a mountain for someone we love." (Biography of Grant Korgan, <http://www.apbspeakers.com/speaker/grant-korgan>).

Subpart IV - Extent of CIL Compliance with the Six Evaluation Standards

Section A - Compliance Indicator 1: Philosophy

Item 1 - Consumer Control

(A) Board Member Composition

Enter requested governing board information below.

Total Number of Board Members	6
Number of Board Members with Significant Disabilities	5

(B) Staff Composition

Enter requested staff information in the table below.

	Total Number of FTEs	FTEs Filled by Individuals with Disabilities	FTEs Filled by Individuals from Minority Populations
Decision-Making Staff	1	1	1
Other Staff	4	4	1

Item 2 - Self-Help and Self-Advocacy

Briefly describe how the CIL has promoted self-help and self-advocacy among individuals with significant disabilities during the reporting year.

NNCIL promotes self-help and self-advocacy among individuals served by having consumers set their own independent living goals. During this reporting year, NNCIL has continued to make self-advocacy training available to all consumers on an individualized basis as well as in group settings. Our facility also hosts the local chapter of People First and actively assists in promoting their Partners in Policymaking training.

Our Independent Living Skills Program helps individuals acquire and practice basic skills such as cooking/nutrition, health and fitness, social/interpersonal skills, home management, and public transit travel training. Mastering these skills enables consumers to rely less on service systems, and more on their own abilities.

Our Mobility Transportation Program Manager is an active member of the City of Sparks Access Advisory Committee. This committee worked for several years to provide input to city officials with the facilitation of services to people with disabilities. The general public and businesses are invited to express their concerns to the committee regarding issues that affect their inability to access community services as well as for business to be aware of the rights of people with disabilities in terms of access.

NNCIL will continue to ensure that all IL constituencies are informed and aware of emerging policies, laws, regulations, and issues that impact people with disabilities whether it's here in our community, state or at a national level. NNCIL staff continues to work with local and state agencies, service providers, fellow advocates, and people with disabilities to assess progress and make public comments in community hearings that are pertinent to our mission. Agendas for public hearings, workshops, meetings, disability presentations that may affect the services and rights of people with disabilities are posted in all NNCIL offices when appropriate.

Consumers who, with help from NNCIL staff members raised funds for the overnight experience to Vallejo, California learned valuable lessons in; money management(handling cash, budgeting, spending), accepting responsibility(participation in fund generating activities), team work and social behavior.

Item 3 - Peer Relationships and Peer Role Models

Briefly describe how, during the reporting year, the CIL has promoted the development of peer relationships and peer role models among individuals with significant disabilities.

NNCIL employs people with disabilities in as many staff positions as possible. In addition to their center based work each team member has at least one community based activity where they represent NNCIL. Working in the community and being very visible opens up the opportunity to function as a role model, encouraging conversation and organic peer support opportunities.

Our Mobility/Travel Training staffer has been a strong role model and excellent peer mentor to teach and support those with intellectual and learning disabilities. He openly talks about his struggles growing up with a learning disability. He presents to high school transition students regarding transportation options, and works in collaboration with the Washoe County School District, Regional Transportation Commission, and Vocational Rehabilitation for community outreach activities. He continues to be an active member of the City of Reno Access Advisory Committee advocating for the rights of individuals with disabilities who use public transportation.

NNCIL's Recreation Night and Life Skills programs are important avenues for our consumers to interact and talk about events and or issues in their lives. Interaction among consumers often begins during these activities and continues to develop outside of NNCIL.

Item 4 - Equal Access

(A) Briefly describe how, during the reporting year, the CIL has ensured equal access of individuals with significant disabilities, including communication and physical access, to the center's services, programs, activities, resources, and facilities, whether publicly or privately funded. Equal access, for the purposes of this indicator, means that the same access is provided to any individual with a significant disability regardless of the individual's type of significant disability.

NNCIL ensures members of all population segments with significant disabilities are given equal opportunities to access its services. Our facility in Sparks, NV is ADA compliant, equipped with automatic door openers, wheelchair ramps, handicapped parking spaces, accessible restrooms and most offices are spacious with room to accommodate one or more wheelchairs. Our building is located in front of a public transportation fixed route bus stop. Cabs, paratransit buses, large school buses, and handicap/modified vans can easily access our facility's parking lot. American Sign Language interpreters are made available to serve our consumers who have hearing impairments. Also, we are a fragrance free workplace. We are diligently working to revamp our website to be completely accessible as well.

NNCIL actively encourages the use of our conference room and video conferencing equipment by area service agencies. There were eighteen (18) agencies that regularly used our facility for their meetings (face to face or video-conferenced), workshops and seminars. These were attended by a total of approximately 1162 individuals throughout the reporting year.

(B) Briefly describe how, during the reporting year, the CIL has advocated for and conducted activities that promote the equal access to all services, programs, activities, resources, and facilities in society, whether public or private, and regardless of funding source, for individuals with significant disabilities. Equal access, for the purposes of this indicator, means that the same access provided to individuals without disabilities is provided in the center's service area to individuals with significant disabilities.

NNCIL staff provides technical assistance to engineers and city planners for accessible bus stops and curb cuts.

NNCIL's Executive Director is an active member of the Northern Nevada Disability Awareness Coalition. The coalition advocates for fully accessible and equitable policies and standards for Northern Nevada residents with disabilities.

NNCIL's Executive Director is an active member of the NGCDD Employment First Ad Hoc Committee. This group of advocates is working toward community based employment as the first choice when planning for transition from school to work for people with disabilities. This group is actively working with a cross section of agencies and providers to draft a white paper that highlights Nevada's vulnerability for an Olmstead violation.

NNCIL's Executive Director is an active member of the Nevada State Rehabilitation Council.

NNCIL's Executive Director is the current Statewide Independent Living Council chairman for Nevada.

The Executive Director continues to advocate in making sure that the budget deliberations are closely monitored to protect funding that will threaten the lives of people with disabilities.

NNCIL was once again proud to host the Community Based Career Exploration Summer Camp (CBCESC). Working in collaboration with the Nevada Governor's Council on Developmental Disabilities (NGCDD), University of Nevada Center for Excellence in Disabilities (NCED), Washoe County School District (WCSD), and Vocational Rehabilitation (VR), this year's camp had forty five (45) transition age students with special needs from various area schools. In addition to completing an application to participate in the camp students were assessed by their classroom teachers and/or VR counselors, to determine their specific areas of interest and then were matched with community based businesses. Each day of camp students worked half of the day at the businesses they were matched with, returning to NNCIL to attend workshops addressing job search and application, mock interviews, budgeting, personal hygiene, travel training and bus etiquette.

NNCIL received funding from the Department of Training, Employment and Rehabilitation (DETR) to assist youth with disabilities in transition to develop employability skills through job development, community based assessment, job coaching and job retention.

NNCIL has collaborated with The University of Nevada Center for Excellence in Disabilities (NCED) to act as a fiscal agent for the NCED's Customized Employment Program for people with significant disabilities.

NNCIL staff has spent many hours participating in disability and senior related outreaches, making presentations to the transition students of the school district and collaborating/networking with community agencies to learn about each other's programs and services.

NNCIL Board members serve on local committees, organizations, groups, etc. that advocate for full inclusion for people with disabilities

The Home Modification and Equipment Programs provide consumers with assistance to improve access in their own homes as well as assistive devices to ensure access to the community. NNCIL was awarded funding from the Department of Health and Human Services for a access ramp repair program.

The Mobility Travel Training Program maximizes transportation services for people with disabilities by widening transportation options.

The Advocacy Program assists individuals with applying for benefits, educational supports, housing and employment information and options.

NNCIL hosts social and recreation nights twice a month with an average attendance of thirty consumers (30) at each event.

We have expanded the life skills classes and activities to twice weekly to accommodate (40) forty active consumers to participate at least once every other week.

In collaboration with the City of Reno-Parks, Recreation and Community Services, we have provided our consumers the opportunity to visit 26 popular sites within the Reno-Sparks area. Our consumers availed of the discounted entrance fees to some of the select recreation centers. For some of our consumers, this is their only occasion for community integration.

Item 5 - Alternative Formats

Briefly describe how, during the reporting year, the CIL has ensured the availability in alternative formats of all of its written policies and materials and IL services, as appropriate.

NNCIL ensures availability of alternative formats in our existing program materials and strives to make any new materials received also readily available usually upon request of the consumer.

If our agency does not have material in an alternative format we will work with the consumer to locate and provide it in a timely manner.

NNCIL is still in the process of upgrading to a fully accessible website and hopes to implement within FY 14.

Section B - Compliance Indicator 2: Provision of Services on a Cross-Disability Basis

Briefly describe how, during the reporting year, the CIL has ensured that IL services are provided to eligible individuals with a diversity of significant disabilities and individuals who are members of populations that are unserved or underserved, without restrictions based on the particular type or types of significant disability and in a manner that is neither targeted nor limited to a particular type of significant disability.

NNCIL staff continues to strive to reach out to educate individuals and families in our service area and ensure they are fully aware of the fact that our services are available to persons with all types of disabilities regardless of age, sexual preference, and race as well as to other members of our service area that are un-served and under-served. This is done verbally at several of our outreach functions, presentations, community collaborative meetings, and in our written material that is distributed to the public.

NNCIL staff continually receives training to fully understand the needs, issues, accommodations, cultural differences, and assistive technologies available.

Our staff and Board of Directors are comprised of a cross section of persons with disabilities experienced in assisting an array of consumers with various disabilities.

Section C - Compliance Indicator 3: Independent Living Goals

Item 1 - Consumer Information

Briefly describe how, during the reporting year, the CIL has ensured that consumers have the opportunity to develop and achieve their goals (either with or without an ILP) and that the consumer has the opportunity to express satisfaction with the center and such consumer satisfaction results are evaluated by the center.

NNCIL staff offer all new consumers an opportunity to develop an Independent Living Plan (ILP), however some elect to waive the option. Goals are defined and monitored using our CIL Suite database. We work with the consumer to assist them in establishing their desired goals and develop a timeframe in which they feel they can accomplish these goals. Strategies for reaching goals may involve one or more of NNCIL's services therefore the consumer is referred to the appropriate program staff member to provide in-depth information about a particular program or referred to other agencies as appropriate.

We provide an opportunity for the consumer to express their satisfaction via survey after a goal or service is provided. This information is collected, shared and maintained internally and with our staff. Information is used for program improvement, program expansion and systems advocacy activities.

Item 2 - Consumer Service Record Requirements

Briefly describe how, during the reporting year, the CIL ensured that each consumer's CSR contains all of the required information.

NNCIL establishes a file for each consumer receiving direct services. Program staff ensures the files of the consumers with whom they are working are fully documented. Every CSR must include the following: Eligibility Determination (signed copy in file), Services Requested (signed copy in file), Independent Living Plan or Waiver (signed copy in file), Services Provided, and Goals set and goals achieved by consumer. To further ensure the quality of service(s) and proper record keeping, the program staff periodically reviews files to ensure that the documents are in place.

NNCIL's internal auditors as well as grant administrators randomly select consumer files to ensure completeness and audits for compliance with the requirements of said grant.

Section D - Compliance Indicator 4: Community Options and Community Capacity

Item 1 - Community Activities Table

Summarize the community activities involving the CIL's staff and board members during the reporting year. For each activity, identify the primary disability issue(s) addressed as well as the type of activity conducted. Describe the primary objective(s) and outcome(s) for each activity. Add more rows as necessary.

Issue Area	Activity Type	Hours Spent	Objective(s)	Outcome(s)
Assistive technology	Outreach Efforts	30.00	Increase the AT knowledge of people with disabilities and those who assist them such as caregivers, family members and friends.	Staff members participated at the 7th Annual AT Fair to showcase latest assistive devices.
Assistive technology	Technical Assistance	27.00	To provide technical assistance to consumers on available assistive technologies that will help them with their care and independence.	Consumers were given the opportunity to make informed choices regarding available assistive devices. NNCIL has an AT lab in collaboration with the University of Nevada, Reno.
Assistive technology	Collaboration/Networking	2.00	Improve AT policies that impact persons with disabilities.	Executive Director is a member of the Nevada State Rehabilitation Council. Staff member is an active member of

				the State Assistive Technology Council.
Assistive technology	Community Ed. and Public Info.	21.00	Increase the AT knowledge of people who assist people with disabilities, such as caregivers, family members and friends.	Staff member attended the Medtrade Event where vendors exhibit the latest assistive devices designed for people with disabilities. New vendor contact was utilized to negotiate dealership.
Health care	Community/Systems Advocacy	24.00	Collaborate on a national level to improve the well being of our senior citizens.	Staff actively participates on Senior Coalition meetings.
Health care	Outreach Efforts	21.00	To increase the number of individuals referred to Medicaid/FOCIS for Transition Services.	IL Advocates engaged in 4 outreaches to assisted living facilities to promote Money Follows the Person.
Health care	Community Ed. and Public Info.	16.00	To encourage a healthy lifestyle for people with disabilities.	Sixteen health and fitness activities were facilitated by the Center, benefiting an average of 10 consumers.

Housing	Technical Assistance	200.00	Provide info/technical assistance to improve accessibility for persons with disabilities.	Staff member evaluated 21 ramps provided to consumers in the last 3-5 years and offered minor repair through our ramp repair program.
Housing	Community Ed. and Public Info.	3.00	To educate area apartment complexes to retain ramps provided to tenants even after they move or passed.	Staff visited apartment complexes to educate property managers to retain the ramps of previous tenants to allow for other individuals to benefit.
Housing	Community/Systems Advocacy	5.00	To improve the Money Follows the Person referral process to Medicaid/FOCIS.	Staff members met with the Nevada Ombudsman to discuss the issues faced by NNCIL staff members in introducing the MFP program to group home residents.
Transportation	Community Ed. and Public Info.	104.00	To improve access to transportation for people with disabilities using fixed bus routes.	Staff member presented to various high schools students in the Washoe County area, special education teachers and consumer groups on using the public transit system.

Transportation	Community Ed. and Public Info.	5.00	To improve access to transportation for people with disabilities with mobility device in using fixed bus routes.	Staff member conducted a wheelchair workshop to help educate consumers with mobility device navigate the bus' securement area. Newly hired transit drivers also attended the workshop
Transportation	Community/Systems Advocacy	20.00	To improve access to transportation for people with disabilities using fixed bus routes.	Staff member is an active member of the City of Reno Access Advisory Committee. Representatives from Regional Transportation Commission is called to the meeting when consumers have accessibility issu
Transportation	Community/Systems Advocacy	2.00	To improve access to transportation for people with disabilities using fixed bus routes.	Staff member is a member of the Regional Transportation Commission's Citizen Advisory Committee. Provided input to the development / planning team regarding ADA rules on public transportation.
Transportation	Community/Systems	3.00	To improve access to transportation for	Staff member reported to the Regional

	Advocacy		people with disabilities using fixed bus routes.	Transportation Commission regarding a bus stop that was not accessible for individuals using a wheelchair.
Transportation	Collaboration/Networking	2.00	To improve access to transportation for people with disabilities by collaborating with Paratransit Managers of Carson City and California.	Staff collaborated with the Paratransit Manager of California (serving the boundaries of Lake Tahoe, NV) to possibly connect the routes from Lake Tahoe to Carson City and Reno.
Other	Community Ed. and Public Info.	82.00	To promote the programs and services of NNCIL and solicit unrestricted general funds to create/develop new programs to benefit our consumers.	Agencywide effort to fundraise unrestricted funds through a fall themed event called "Pumpkinpalooza". This also a disability awareness campaign of NNCIL for full inclusion of PWD.
Other	Collaboration/Networking	26.00	To increase disability awareness in the Washoe County area.	Ex. Dir. is an active member of the Disability Advisory Committee in collaboration with several community agencies that plans for and coordinates the celebration the annual Disability Awareness Day.

Other	Community Ed. and Public Info.	62.00	To support the community based career exploration training for select high school students of the Washoe County School District.	NNCIL was a co-sponsor of the 3rd community based career exploration summer camp in collaboration with the Washoe County School District, NGCDD, Vocational Rehabilitation, University of Nevada, Reno.
Other	Community Ed. and Public Info.	19.00	To ensure that Washoe County is adequately prepared for emergencies by participating in Emergency Preparedness planning.	Staff members participated at the Regional Emergency Operation Center as part of the Logistics personnel in a Community Emergency Exercise conducted by the County, Local Government & Law Enforcements.
Other	Collaboration/Networking	3.00	To support the "Think College" pilot program of the University of Nevada, Reno that will integrate students with developmental disabilities become active students earning college certificates.	Staff members are directly involved in providing individualized travel training and socialization skills through our life skills program.

Other	Community/Systems Advocacy	11.00	To educate and influence legislators on disability related issues and impending legislation.	Executive Director attended meetings through the Nevada Governor's Council on Developmental Disabilities (NGCDD) to review interim issues and prepare for the next legislative session.
Other	Community Ed. and Public Info.	195.00	Staff development trainings to better assist individuals with disabilities.	Continued education for NNCIL staff members by attending conferences, training and webinars to increase general knowledge about disabilities, ADA rights, independent living, and philosophy.
Other	Outreach Efforts	48.00	Coordinate social and recreational opportunities for people with disabilities.	Staff members coordinate social and recreational opportunities both on-site and off-site for consumers.
Other	Collaboration/Networking	7.00	To help people with Down Syndrome learn how to ride a bike.	Staff member supported the Down Syndrome Network's event "I Can Bike" by sponsoring a child with Down Syndrome ride a regular bike.

Other	Collaboration/Networking	92.00	Establish collaborations with other service providers that support the growth of community options for people with disabilities.	Executive Director and staff members participated in discussions regarding ADA, employment for people with disabilities, transit plans, and funding strategies.
Other	Other	18.00	To assist consumers, their friends and family members to fundraise for their 1st out of town experience.	Staff members assistes, car wash, sell d the group to plan for garage sales, selling rootbeer floats and chocolate bars. The group successfully reached their goal.

Item 2 - Consumer Service Record Requirements

For the community activities mentioned above, provide additional details such as the role of the CIL staff board members and/or consumers, names of any partner organizations and further descriptions of the specific activities, services and benefits.

In order to optimize services to persons within their communities, NNCIL works closely with agencies providing services to people with disabilities in our local communities and with national disabilities organizations such as (but not limited to) :

Aging and Disability Resource Center (ADRC)

Aging and Disability Services Division

Department of Vocational Rehabilitation

City of Reno

City of Sparks

Nevada Disability Advocacy and Law Center

Deaf and Hard of Hearing Resource Center

Regional Transportation Commission

Silver State Fair Housing

National Council on Independent Living

Southern Nevada Center for Independent Living

Rebuilding All Goals Efficiently, Las Vegas, NV

Care Chest

United Way of Northern Nevada and the Sierra

Medicaid FOCIS Program

Washoe County School District

University of Nevada Center for Excellence in Disabilities

Reno-Sparks Indian Colony

Easter Seals

Nevada Governor's Council on Developmental Disabilities

Nevada Human Resources Association

People First

Family Ties

NNCIL Executive Director is an active member or hold positions on the following :

- Chairman, Statewide Independent Living Council for Nevada
- Member, Nevada State Rehabilitation Council.
- Past Chairman, Disability Awareness Council

- Member, Nevada Governor's Council on Developmental Disabilities, Employment First Committee
- Member, Nevada Governor's Council on Developmental Disabilities, Legislative Committee
- Member, Community Based Career Exploration Summer Camp Leadership Team
- Member, Interagency Transition Advisory Board

Section E - Compliance Indicator 5: IL Core Services and Other IL Services

In addition to the data provided in Subpart III, describe how information and referral services and the other IL core and other IL services are provided to those who request such services in formats accessible to the individual requesting the services. Describe any innovative practices (not mentioned elsewhere in this report) to enhance the availability and effectiveness of IL services.

Information and referral services are available at NNCIL through standard telephone calls, NV Relay, and e-mail. NNCIL employs Spanish speaking staff members to readily communicate with Hispanic consumers. An internal I & R system tracks the number and nature of the day to day inbound calls in our Sparks office. During this reporting period, NNCIL received 2,065 inbound calls mostly from consumers requesting short-term financial assistance, minor home modifications, and general advocacy. Our advocates respond to all I & R's in a timely manner. Our standard procedure for all I & R calls, is to refer them to the appropriate advocate who then contacts the consumer to determine their needs. If necessary, an appointment is made to meet with the consumer at the center or at their residence if there is a mitigating circumstance that prevents them from coming to the center.

Individual and group counseling is also offered on issues such as increasing independent living skills, maintaining independence and pursuing greater community integration (school, employment, service, etc.). Consumers can utilize this service either in person or by phone.

All program staff members offer the four core services to those who request such services. NNCIL's advocates are knowledgeable about public benefits such as SSI, SSDI, food stamps, subsidized housing, assistive technologies, food bank services, paratransit services, energy assistance programs, and more. We assist with applications for benefits, reinstating benefits and applying for appeal for those whose applications were denied.

Our Community and Home Access Program works with Medicaid FOCIS to ensure successful transition of consumers from nursing homes and institutions to community based living.

NNCIL ensures availability of alternative formats in our existing program materials and strives to make any new materials received readily available when requested by a consumer. If our agency does not have material in an alternative format we will work with the consumer to locate and provide it in a timely manner.

NNCIL loaned out 33 pieces of equipment to community members with disabilities through our Equipment Loan Program. This is a program that consists of manual and power wheelchairs, scooters, shower benches, temporary ramps, sliding boards, walkers, canes, crutches, commodes, etc. This equipment program is totally reliant on recycling of used equipment that people donate to our center. We encourage people to return equipment if no longer needed so that we can continue to serve the needs of our community.

NNCIL continues to improve the Center's website www.nncil.org. Currently, the website contains descriptions of all NNCIL's programs, our monthly activities calendar, our staff names

and phone numbers. Consumers can also find links to other community resources for people with disabilities.

NNCIL maintains a marketing consultant to assist us in improving our marketing/promotional strategies both in media and print. Our consultant consistently updates the contents of our website, Facebook, and Twitter social media pages. The marketing consultant developed our Pumpkinpalooza fundraiser website to promote our community based Pumpkinpalooza fundraising event.

NNCIL has a large conference room equipped with video-conferencing capability. NNCIL shares these resources with community agencies that need a local place to meet, hold workshops and seminars free of charge. In addition to making our facility and equipment available during our normal operating hours an agency can reserve the conference room after hours and, as well as, on weekends.

Section F - Compliance Indicator 6: IL Resource Development Activities

Briefly describe the CIL's resource development activities conducted during the reporting year to expand funding from sources other than chapter 1 of title VII of the Act.

October 2012 saw NNCIL hosting its first ever annual community based fundraiser, PumpkinPalooza. In planning for this event we anticipated 200-300 participants with 500 being our stretch goal. Our event drew more than 1500 people to Victorian Avenue in downtown Sparks. This fall themed event features Nevada's only Pumpkin Derby races, a children's costume parade, numerous contests (pumpkin seed-spitting, mummy wrapping, pie eating, etc.), live music, fortune tellers, carnival games, and food. We recruited more than 150 volunteers from the University of Nevada, Reno fraternities and sororities, local service clubs, as well as from our own consumer base. NNCIL produced this event to begin a process of raising much needed unrestricted income from the general public and to have an opportunity to educate our community about the programs and services available at the center. Planning began right away for the 2013 event. www.pumpkinplaoza.org

NNCIL received funding from the Department of Health and Human Services, Grant Management Unit, to provide preventative maintenance for wooden ramps provided by NNCIL in the last 3-7 years. NNCIL staff has developed a list of existing ramps and an inspection schedule. This first year project funds minor ramp maintenance for 11 projects (1st year) to include re-staining, wooden plank replacement, bolt tightening etc. not to exceed \$700 per project.

NNCIL received a grant award from the Department of Employment Training and Rehabilitation (DETR) to provide pre-employment services targeting youth with disabilities who are transitioning or have transitioned from high school. This outcome based fee-for-service program's implementation date for urban counties is October 2013, and Jan. 2014 for the rural counties.

NNCIL agreed to become the fiscal agent for the University of Nevada's Center for Excellence in Disabilities (UCED) Customized Employment for People with Significant Disabilities program.

NNCIL receives an 8% administrative fee for every payment made to the Job Developers/Job Coaches.

NNCIL began contracting with a freelance grant writer to help research funding opportunities from local donors, community, private and corporate foundations, and write grant proposals. Our grant writer is on track to meet the goal of applying for a minimum of \$100,000 funding requests within a 12 month period. We are now beginning to see results with September bringing in our first gift of \$15,000 to assist with facility upgrades.

NNCIL re-applied for the Assistive Technology for Independent Living through the Aging and Disability Services Division but was not awarded.

NNCIL applied for the enhancement of our Life Skills Program through the Nevada Governor's Council on Developmental Disabilities but was not awarded.

Subpart V - Annual Program and Financial Planning Objectives Edit

Section A - Section A - Work Plan for the Reporting Year

Item 1 - Achievements

Discuss the work plan's proposed goals and objectives and the progress made in achieving them during the reporting year

1. Increasing Access to Assistive Technology (AT):

- NNCIL has had a staff member representing the center on the statewide AT council. This group continues to work on developing a comprehensive database of equipment and equipment loan programs. Because of this active involvement a conversation began about an active collaboration between NNCIL and NCED to develop a demonstration/showroom and lending library of AT equipment representative of what is currently available on the market making equipment available for trial before purchase. We are currently waiting for equipment that has been purchased by NCED using state funds that will be housed here at NNCIL and will be demonstrated by both NCED staff and NNCIL staff. This is an ongoing project that will be more fully developed in 2014.

2. Increasing Opportunities for Affordable and Accessible Housing:

- While working on this goal NNCIL staff encountered stalled attempts at creating a workable housing registry. While it is mandated that any property that receives state or federal funding must be listed in the state affordable/accessible housing registry there currently is no penalty for property owners who do not comply. This issue is under scrutiny, NNCIL will continue to monitor.

3. To improve the use and access to public transportation within Northern Nevada for people with disabilities.

- NNCIL staff attended RTC board meetings and when appropriate encouraged consumers to provide public comment. This became particularly important when the paratransit contract came up for bid and the RTC board had narrowed the field to three applicants one of which was an out of state firm that planned to manage the most of the process on-line, with the exception of the functional assessment that they were planning to subcontract out to a local orthopedic clinic. NNCIL alerted the community and encouraged them to attend the meeting and give testimony re: their support or lack of support of this model.

4. Expand and enhance the number and types of services that NNCIL provides to youth and seniors with disabilities.

- NNCIL staff participated in PACE outreach events throughout Northern Nevada. Working with VR staff NNCIL staff was able to conduct more thorough outreach events at area high schools promoting the center, its programs and services. Working with the various senior centers located both here in the urban areas of Northern Nevada, as well as, the rural centers NNCIL was able to conduct a widespread awareness campaign to educate the public and the staffers at the centers.

5. Assist people with disabilities in obtaining gainful employment.

- Throughout 2012-13 NNCIL has diligently worked to enhance our relationship with the Department of Vocational Rehabilitation. This work has resulted in the award of the Transition Coordinator contract, as well as, a working relationship between VR, NCED and NNCIL to provide a customized community based employment program for consumers with severe disabilities. In addition we have continued to be a lead member of the Community Based Career Exploration Summer Camp that pairs transition age consumers with community businesses for work experience and facilitates workshops that address employment/job seeking skills.

6. NNCIL will develop and establish programs that generate unrestricted revenues in excess of the cost of those programs.

- We sought out and retained a freelance grant writer who has generated new funding sources from community and corporate foundations. We also hosted our community based fundraising event, PumpkinPalooza, that promotes NNCIL awareness and generates much needed unrestricted funds. Some work was done to research mission related, fee for service programs but more work and time is needed.

7. NNCIL staff will enhance their ability to effectively provide services to people with disabilities in the community.

- Every member of the NNCIL staff participated in at least one training opportunity during the operating year.

8. NNCIL's Board of Director's will continue to enhance its ability to provide effective stewardship in order to further the mission and vision of the organization.

- This goal has been unmet.

9. NNCIL will work with the local community to build a coalition of disability organizations and individuals.

- NNCIL is and will remain very active with the Disability Awareness Coalition. We have begun to work with our local People First chapter and actively assist in promoting Partners in Policymaking.

10. Preserve home and community based programs and services that enable people with disabilities to live independently.

- NNCIL has been actively involved with tracking legislative activities that could/would affect people with disabilities in our communities.

11. To assist people with disabilities with developing strategies for sheltering in place and/or evacuation during an emergency.

- Three NNCIL staff members are active members of NNVOAD (Northern Nevada Voluntary Organizations Active in Disaster) working to improve the level of service and planning for people with disabilities in the event of a disaster. In addition to attending quarterly meeting staff took part in a community wide emergency preparedness drill facilitated by the REOC (Regional Emergency Operations Center). Center staffers are also part of NNAFN (Northern Nevada Access Functional Needs). This workgroup is developing a plan for best practice in evacuation of the elderly and people with disabilities. Our involvement with this work will be ongoing.

Item 2 - Challenges

Describe any substantial challenges or problems encountered by the CIL, and the resolutions/attempted resolutions.

Mandatory sequestration cuts have made daily operations and staffing more of a challenge. We've been diligently working to diversify our funding streams only to find that we're replacing funds that have been cut, rather than creating funds to assist in enhancing programming or developing new programming.

Ongoing economic challenges have seen a rise in consumers need for assistance in purchasing batteries for equipment or paying for needed equipment repair.

Item 3 - Comparison with Prior Reporting Year

As appropriate, compare the CIL's activities in the reporting year with its activities in prior years, e.g., recent trends.

Section B - Work Plan for the Year Following the Reporting Year

Item 1 - Annual Work Plan

List the CIL's annual work plan goals, objectives and action steps planned for the year following the reporting year.

1- Increasing Access to Assistive Technology (AT):

Objective : NNCIL will increase awareness and availability of assistive technology for all people with disabilities.

Examples:

- An NNCIL AT Advocate will continue to represent the center on the State of Nevada AT Council

- An NNCIL AT Advocate will continue to work with community resources to assist in identifying resources/equipment loan programs for NNCIL's consumers

- NNCIL will actively collaborate with NCED to develop a demonstration/showroom and lending library of AT equipment representative of what is currently available on the market making equipment available for trial before purchase

2- Promote and Coordinate better transitions of youth with disabilities, who do not choose to pursue higher education, from school to community based employment and adult life.

Objective : NNCIL will be actively involved as a collaborative partner in the development, execution and follow along of existing, new, and/or reimagined transition programs.

Examples:

- NNCIL will continue to participate in the NGCDD Employment First Ad Hoc committee to develop recommendations for the governor of Nevada re: segregated employment vs. community based employment

- NNCIL will continue to work with the Nevada State Department of Vocational Rehabilitation to develop better systems for transitioning students who are not seeking higher education from school to community based employment

- NNCIL will work with community partners to enhance our current life skills programming ensuring that it will support better transitions from school to adult life

- NNCIL will continue to work with, support and promote NCED's customized employment program

- NNCIL staff will attend CSPD meetings to provide input and updates re: current programming, partnerships and initiatives that will serve people with disabilities in Northern Nevada

3- Develop and implement programs that generate sources of unrestricted revenue

Objective : NNCIL will continue to pursue programming and funding opportunities that will contribute to greater flexibility in providing service to Northern Nevadans.

Examples:

- NNCIL will continue to work with contracted freelance grant writer to identify, apply and follow up with community and corporate foundations

- NNCIL will continue to develop and implement community based fundraising event

- NNCIL will develop a task team to research and make recommendations re: fee for service programs

- NNCIL will continue to partner with the state of Nevada to deliver fee based transition, job development and job coaching services

4- Active involvement in emergency preparedness planning, training and simulations to ensure that the needs of people with disabilities are planned for

Objective : NNCIL will continue to work collaboratively with other local agencies and organizations to increase the awareness of and participation in emergency planning for Northern Nevada's.

Examples:

- NNCIL staff will continue to attend and contribute to planning efforts coordinated by NNVOAD (Northern Nevada Voluntary Organizations Active in Disaster)

- NNCIL staff will continue to participate with NNAFN (Northern Nevada Access Functional Needs) as this work group continues to work on developing plans for best practice evacuation of the elderly and people with disabilities

Item 2 - SPIL Consistency

Explain how these work plan goals, objectives and action steps are consistent with the approved SPIL.

NNCIL's goal 2 supports Nevada's SPIL goal 4 "to support the improvement, expansion and coordination of disability services throughout Nevada by: better coordinating the transitions of children and youth with disabilities from early intervention to school, and from school to adult life; making disability services more easily and universally accessible." "Establish a collaboration with the CSPD to review Nevada's Strategic Plan for People with Disabilities to ensure statewide Olmstead compliance."

Subpart VI - Training And Technical Assistance Needs Edit

Training and Technical Assistance Needs

Please identify the CIL's training and technical assistance needs. For each category, choose up to 10 Priority Needs - Rate items 1-10 with 1 being most important.

Advocacy/Leadship Development

General Overview	1 - Most important
Community/Grassroots Organizing	2
Individual Empowerment	4
Systems Advocacy	3
Legislative Process	5

Applicable Laws

General overview and promulgation of various disability laws	1 - Most important
Americans with Disabilities Act	3

Air-Carrier"s Access Act	10 - Least important
Fair Housing Act	5
Individuals with Disabilities Education Improvement Act	9
Medicaid/Medicare/PAS/waivers/long-term care	4
Rehabilitation Act of 1973, as amended	2
Social Security Act	6
Workforce Investment Act of 1998	7
Ticket to Work and Work Incentives Improvement Act of 1999	8
Government Performance Results Act of 1993	1 - Most important

Assistive Technologies

General Overview	1 - Most important
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Data Collecting and Reporting

General Overview	4
704 Reports	2
Performance Measures contained in 704 Report	3
Dual Reporting Requirements	5
Case Service Record Documentation	1 - Most important

Disability Awareness and Information

Specific Issues	1 - Most important
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Evaluation

General Overview	6
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CIL Standards and Indicators	2
Community Needs Assessment	1 - Most important
Consumer Satisfaction Surveys	3
Focus Groups	4
Outcome Measures	5

Financial: Grant Management

General Overview	3
Federal Regulations	1 - Most important
Budgeting	2
Fund Accounting	1 - Most important

Financial: Resource Development

General Overview	2
Diversification of Funding Base	1 - Most important
Fee-for-Service Approaches	1 - Most important
For Profit Subsidiaries	3
Fund-Raising Events of Statewide Campaigns	1 - Most important
Grant Writing	1 - Most important

Independent Living Philosophy

General Overview	1 - Most important
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Innovative Programs

Best Practices	1 - Most important
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Specific Examples	2
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Management Information Systems

Computer Skills	1 - Most important
Software	1 - Most important

Marketing and Public Relations

General Overview	2
Presentation/Workshop Skills	3
Community Awareness	1 - Most important

Network Strategies

General Overview	4
Electronic	3

Among CILs & SILCs	2
Community Partners	1 - Most important

Program Planning

General Overview of Program Management and Staff Development	2
CIL Executive Directorship Skills Building	1 - Most important
Conflict Management and Alternative Dispute Resolution	9
First-Line CIL Supervisor Skills Building	2
IL Skills Modules	5
Peer Mentoring	4
Program Design	7

Time Management	8
Team Building	6

Outreach to Unserved/Underserved Populations

General Overview	2
Disability	1 - Most important
Minority	3
Institutionalized Potential Consumers	2
Rural	1 - Most important
Urban	1 - Most important

SILC Roles/Relationship to CILs

General Overview	7
Development of State Plan for Independent Living	1 - Most important
Implementation (monitor & review) of SPIL	2
Public Meetings	4
Role and Responsibilities of Executive Board	5
Role and Responsibilities of General Members	6
Collaborations with In-State Stakeholders	3

CIL Board of Directors

General Overview	1 - Most important
Roles and Responsibilities	3

Policy Development	2
Recruiting/Increasing Involvement	4

Volunteer Programs

General Overview	2
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Option Areas and/or Comments

Subpart VII - Additional Information

Section A - Other Accomplishments, Activities and Challenges

Describe any additional significant accomplishments, activities and/or challenges not included elsewhere in the report, e.g., brief summaries of innovative practices, improved service delivery to consumers, etc.

Section B - Additional Information

Provide additional information, comments, explanations or suggestions not included elsewhere in the report.

Subpart VIII - Signatures

Signatures

As the authorized signatories, we will sign, date and retain in our files a copy of this 704 Report and the separate Certification of Lobbying form ED-80-0013 (available in MS Word and PDF formats) for this center for independent living.

Please sign and print the names, titles and telephone numbers of the CIL director and board chair.

Center Director

Name and Title	Lisa Bonie, Executive Director
	Signed
Date Signed (mm/dd/yyyy)	12/23/2013

Center Board Chairperson

Name and Title	Kat Wilson
	Signed
Date Signed (mm/dd/yyyy)	12/23/2013