

Reporting Instrument

OMB Approval No.: 0985-0061
Expiration Date: January 31, 2022

CIL Program Project Performance Report

Fiscal Year: 2019

Grant #: 1904IAILCL

Name of Center: Central Iowa Center for Independent Living

Acronym for Center (if applicable): CICIL

State: IA

Counties Served: Boone (IA), Dallas (IA), Jasper (IA), Madison (IA), Polk (IA), Story (IA),
Warren (IA)

SECTION 1 - GENERAL FUNDING INFORMATION

Section 725(c)(8)(D) of the Act

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

Item 1.1.1 - All Federal Funds Received

Title VII, Ch. 1, Part B	\$19112.70
Title VII, Ch. 1, Part C	\$234932.00
Title VII, Ch. 2	\$0.00
Other Federal Funds	\$100000.00
Subtotal - All Federal Funds	\$354045.00

Item 1.1.2 - Other Government Funds

State Government Funds	\$0.00
Local Government Funds	\$0.00
Subtotal - State and Local Government Funds	\$0.00

Item 1.1.3 - Private Resources

Foundations, Corporations, or Trust Grants	\$0.00
Donations from Individuals	\$3258.59
Membership Fees	\$0.00
Investment Income/Endowment	\$0.00
Fees for Service (program income, etc.)	\$10550.00
Other resources (in-kind, fundraising, etc.)	\$0.00
Subtotal - Private Resources	\$13808.60

Item 1.1.4 - Total Income

Total income = (Item 1.1.1)+(Item 1.1.2)+(Item 1.1.3)	\$367853.00
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Item 1.1.5 - Pass Through Funds

Amount of other government 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, representative payee funds, or Medicaid funds)	\$0.00
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Item 1.1.6 - Net Operating Resources

Total Income (Item 1.1.4) <minus> amount paid out to Consumers (Item 1.1.5) = Net Operating Resources	\$367853.00
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Item 1.2 - Resource Development Activities

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

CICIL's ED did consulting and training on Implicit Bias and intersectionality. Discussion of an annual event was had, but due to Covid, was tabled.

SECTION 2 - COMPLIANCE INDICATOR 1: PHILOSOPHY

Item 2.1 - Board Member Composition

Enter requested staff information in the table below:

Total Number of Board Members	Number of Board Members with Significant Disabilities
7	4

Percentage of Board Members with Significant Disabilities	57.00%
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Item 2.2 - 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	2.5	2.5	0
Total Number of Employees	3.5	3.5	1

Item 2.2.1 - Staff With Disabilities

Percentage of Staff Members with Significant Disabilities	100.00%
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SECTION 3 - INDIVIDUALS RECEIVING SERVICES

Section 704(m)(4)(D) of the Act; Section 725(b)(2) of the Act; Section 725(c)(8)(B) of the Act

Item 3.1 - Number of Consumers Served During the Reporting Period

Include Consumer Service Records (CSRs) for all consumers served during the period

	# of CSRs
(1) Enter the number of active CSRs carried over from the preceding reporting period	121
(2) Enter the number of CSRs started since the start of the reporting period	170
(3) Add lines (1) and (2) to get the total number of consumers served	291

Item 3.2 - IL Plans and Waivers

Indicate the number of consumers in each category below.

	# of Consumers
(1) Number of consumers who signed a waiver	122
(2) Number of consumers with whom an ILP was developed	169
(3) Total number of consumers served during the reporting period	291

Item 3.3 - Number of CSRs Closed by September 30 of the Reporting Period

Include the number of consumer records closed out of the active CSR files during the reporting period because the individual has:

	# of CSRs
(1) Moved	0
(2) Withdrawn	0
(3) Died	0
(4) Completed all goals set	0
(5) Other	0
(6) Add lines (1)+(2)+(3)+(4)+(5) to get total CSRs closed	0

Item 3.4 - Age

Indicate the number of consumers in each category below.

	# of Consumers
(1) Under 5 years old	1

	# of Consumers
(2) Ages 5 - 19	7
(3) Ages 20 - 24	35
(4) Ages 25 - 59	101
(5) Age 60 and Older	146
(6) Age unavailable	1
Total number of consumers by age	291

Item 3.5 - Sex

Indicate the number of consumers in each category below.

	# of Consumers
(1) Number of Females served	184
(2) Number of Males served	106
Total number of consumers by sex	291

Item 3.6 - 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 PPR/704 Report, even if the consumer reported more than one race and/or Hispanic/Latino ethnicity.***

	# of Consumers
(1) American Indian or Alaska Native	0
(2) Asian	4
(3) Black or African American	28
(4) Native Hawaiian or Other Pacific Islander	0
(5) White	137
(6) Hispanic/Latino of any race or Hispanic/ Latino only	4
(7) Two or more races	0
(8) Race and ethnicity unknown	118
Total number of consumers served by race/ethnicity	291

Item 3.7 - Disability

Indicate the number of consumers in each category below.

	# of Consumers
(1) Cognitive	18
(2) Mental/Emotional	63
(3) Physical	32

	# of Consumers
(4) Hearing	1
(5) Vision	6
(6) Multiple Disabilities	42
(7) Other	129
Total number of consumers served by disability	291

Item 3.8 - Individuals Served by County During the Reporting Period

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 period.

County Name	Number of County Residents Served
Boone, IA	2
Dallas, IA	5
Jasper, IA	13
Polk, IA	233
Story, IA	23
Warren, IA	15
Total number of consumers served by county	291

SECTION 4 - INDIVIDUAL SERVICES AND ACHIEVEMENTS

Item 4.1 - Individual Services

For the reporting period, indicate in the table below how many consumers requested and received each of the following IL services.

Services	Consumers Requesting Services	Consumers Receiving Services
Advocacy/Legal Services	14	0
Assistive Technology	4	0
Children's Services	0	0
Communication Services	8	0
Counseling and related services	8	0
Family Services	1	0
Housing, Home Modification, and Shelter Services	20	0
IL Skills Training and Life Skills Training	55	0
Information and Referral Services	64	20
Mental Restoration Services	0	0
Mobility training	0	0
Peer Counseling Services	25	0
Personal Assistance Services	1	0
Physical Restoration Services	0	0
Preventive Services	0	0
Prostheses, Orthotics, and other appliances	0	0
Recreational Services	3	0
Rehabilitation Technology Services	0	0
Therapeutic Treatment	0	0
Transportation Services	4	0
Youth/Transition Services	1705	0
Vocational Services	232	1
Other	16	0

Item 4.2 - I&R Information

To inform ACL 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:

The service provider did ___ / did not **X** engage in follow-up contacts with I & R recipients to document access gained to previously unavailable transportation, health care or assistive technology.

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.

CICIL is diligent in ensuring that, upon request, all written materials are made available in the format appropriate to the individual. If other accommodations need to be made to ensure individuals are able to access core services, CICIL will provide those accommodations. For presentations and events, CART and ASL interpretation are provided. During the pandemic CICIL has moved many of its service options to Zoom or other virtual platforms to make services safe and available to clients.

Item 4.3 - Peer Relationships and Peer Role Models

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

During the pandemic a peer support community provider, Passageway, closed its doors. CICIL took on their virtual peer support group. CICIL hosted an all accessible caucus and encouraged voter registration. CICIL staff did check-ins with clients and provided referral to other services as needed as well as just chatted to provide support and build relationships.

Item 4.4 - 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
Self-Advocacy/Self-Empowerment	4	0	4
Communication	5	0	5
Mobility/Transportation	8	0	8
Community-Based Living	58	0	58
Educational	8	0	8
Vocational	81	0	81
Self-Care	3	0	3
Information Access/Technology	0	0	0
Personal Resource Management	8	0	8
Relocation from a Nursing Home or Institution to Community-Based Living	1	0	1
Community/Social Participation	3	0	3
Other	15	0	15

Item 4.5 - Improved Access To Transportation, Health Care Services, and Assistive Technology

In column one, indicate the number of consumers who required access to previously unavailable transportation, health care services, or assistive technology during the reporting period. 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 period. 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 period.

Areas	# of Consumers Requiring Access	# of Consumers Achieving Access	# of Consumers Whose Access is in Progress
(A) Transportation	6	0	6
(B) Health Care Services	7	0	7
(C) Assistive Technology	3	0	3

Note: For most IL services, a consumer's 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 report that follow-up contacts with these consumers showed access to previously unavailable transportation, health care and assistive technology.

Item 4.6 - 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 period.

CICIL assisted clients with receiving deliveries of food from DMARC to reduce the need to go into the community, thus keeping themselves safer. CICIL also provided PPE to clients so they could keep themselves safe. CICIL provided information and referral but encouraged clients to request the services and or set up things as much as they could on their own.

Item 4.7 - Additional Information Concerning Individual Services or Achievements

Please provide any additional description or explanation concerning individual services or achievements reported in Section 4, including outstanding success stories and/or major obstacles encountered.

Staff continued to provide services through the pandemic. Programs were developed to support clients with socially distancing and staying healthy while still getting their needs met.

SECTION 5 - PROVISION OF SERVICES

Item 5.1 - Compliance Indicator 2: Provision of Services on a Cross-Disability Basis

Briefly describe how, during the reporting period, 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.

CICIL transitioned from being the primary advocate for intersectionality in the state of Iowa to operating in this capacity for the national IL network. We worked with hundreds of colleagues at CILs and SILCs throughout the US with regard to how race and disability intersect. We also continued to contract with other entities to consult on intersectionality. The executive director and several board members are also people of color and/or members of the LGBTQIA+ community- in addition to having disabilities- our charge to lead the conversation on this topic continues.

Item 5.2 - Alternative Formats

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

CICIL is diligent in ensuring that, upon request, all written materials are made available in the format appropriate to the individual.

Item 5.3 - Equal Access

(A) Briefly describe how, during the reporting period, 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.

CICIL continues to expand our services out into all of our counties served by bringing the CIL to our clients- especially those who have barriers to physically accessing our center as a result of the pandemic. Prior to the pandemic, we met our clients where they were at, but, because of the pandemic, shifted the provision of services and supports to "no contact". virtual modalities.

(B) Briefly describe how, during the reporting period, 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.

CICIL continues to do a lot with social media- an avenue that reaches people in our service area both with and without disabilities. We are also members of several chambers of commerce and market our services via that avenue. We also sit on several local task forces that are both disability and non-disability specific and strive to ensure that disability and inclusion is always top of mind with regard to the provision of services to marginalized people in central Iowa.

Item 5.4 - Consumer Information

Briefly describe how, during the reporting period, 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.

Client feedback is captured regularly via a satisfaction survey as a component of SPIL obligations in our state. CICIL staff check in with clients about their goals on a quarterly basis.

Item 5.5 - Consumer Service Record Requirements

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

CICIL uses a documentation database that ensures that we capture all required information. Our DSE-Iowa Vocational Rehabilitation Services- conducted their scheduled audit of our files in 2018 and found no issues.

Item 5.6 - Community Activities

Community Activities Table

In the table below, summarize the community activities involving the CIL's staff and board members during the reporting period. 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)	Outcomes(s)
General	Community and Systems Advocacy	0	To further the mission of Employment First in Iowa.	Staff collaborated with other employment providers to continue to improve services.
General	Collaborating and Networking	0	To network and build relationships with community businesses	Staff were able to build relationships with businesses and further educate the businesses on services CICIL provides.
General	Community Education & Public Information	0	To inform the Dallas County transition board about the services that CICIL provides and to discuss transition services for high school students.	CICIL was contacted by a teacher for more information regarding these services.
General	Collaborating and Networking	0	To connect with other non-profits in Des Moines	This is an ongoing, monthly, event. Each meeting staff are able to make better connections with businesses who are potential employers, or staff are able to give information to others about CICIL's services.
General	Community and Systems Advocacy	0	To strategically plan for the next year for Employment First services in Iowa	The board moved forward with the strategic plan. CICIL staff continue to sit on this board and work toward competitive employment for people with disabilities.
General	Community Education & Public Information	0	To bring awareness to National Disability Employment Awareness Month by meeting with the Governor to have a proclamation signed	CICIL created social media posts to raise awareness for Disability Employment Awareness Month.
General	Community Education & Public Information	0	To provide information to Iowa Able on disability etiquette and answer questions about services CICIL provides.	Staff educated the Iowa Able staff and board on the services that CICIL provides and provided information so they are better prepared to serve individuals with disabilities.
General	Community Education & Public Information	0	To connect with small businesses and introduce them to CICIL's employment services.	Staff collected business cards for follow up with businesses to learn about their employment needs.

Issue Area	Activity Type	Hours Spent	Objective(s)	Outcomes(s)
General	Community and Systems Advocacy	0	To review projects brought before the Board to ensure accessibility for all according to ADA standards	The projects that were presented were passed by the board as meeting accessibility requirements.

ACL Feedback: 5.6 - No input in table.

Item 5.7 - Description of Community Activities

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.

The majority of these activities were completed by CICIL staff.

SECTION 6 - ANNUAL PROGRAM AND FINANCIAL PLANNING OBJECTIVES

6.1 - Work Plan for the Reporting Period

Item 6.1.1 - Achievements

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

Board:

Support ED to address any remaining threats to CICIL's sustainability

Evaluate ED

Engage with policy makers at ever level

Staff:

Partnership with ILRU re: intersectionality

Development of fee for service pertaining to consulting on intersectionality

Continued advocacy in the business sector

Transition program at Ames High School

Expand service provision to Story and Warren County

Objectives:

To continue to solidify CICIL's infrastructure

To ensure accountability CICIL's paid leadership staff

To develop CICIL's relationship with lawmakers/influencers

To actively participate in conversations regarding diversity on a national level

To work towards providing services throughout CICIL's territory

Progress Made:

CICIL has committed to creating an infrastructure that will afford the organization the ability to provide the Five Core Services in a consistent manner. In that vein, the organizations goals and objectives have centered around further enhancing the foundation that began to be set in 2016. Because the organization was nearing closure in 2015 significant time and attention continues to be needed to invest in this endeavor at the board and staff level. Please see below:

Board:

-Support ED to address any remaining threats to CICIL's sustainability

CICIL, post-2015, had been contending with challenges stemming from disgruntled former employees and board members. However, CICIL has experienced nearly three years of operations without further incident involving former staff and/or board members. CICIL has also been challenged with a SILC Council and ED that have a history of spreading misinformation about CICIL, attempting to engage in unauthorized votes in an attempt to defund all of Iowa's CILs of our Part B funding, and other activities that impede productive dynamics within Iowa's IL network. CICIL has, as a result, scaled back its interactions with the IA SILC to the minimum level mandated by the SPIL.

- Evaluate ED

ED was not evaluated in 2020

- Engage with policy makers at every level

CICIL continues to build relationships with lawmakers and policy experts; CICIL's ED recently participated in a roundtable with Congresswoman Ayanna Pressley on the subject of disability in the Black Community.

-Transition programming

As is the case with most CILs that provide transition programming to high school students, this services was specifically impacted by the pandemic and resultant school closures. All attempts have been made to maintain contact with transition students via virtual modalities, including Zoom. Additionally, NCIL engaged in a pilot program with Easter Seals IA to supply a handful of transition students with devices such as tablets to assist them in continuing with their CICIL services remotely.

Item 6.1.2 - Challenges

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

See comment regarding Iowa SILC in 6.1.1. Additionally, the pandemic- and then the derecho- created additional challenges that are further noted throughout this PPR.

Item 6.1.3 - Comparison with Prior Reporting Period

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

In response to developing a bonafide fee for service consultancy- based program on disability, diversity, and intersectionality, NCIL has become THE resource for IL-specific support regarding the intersection of race and disability.

6.2 - Work Plan for the Period Following the Reporting Period

Item 6.2.1 - Annual Work Plan

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

Board:

-Support ED to develop an annual event

Discussion around creation of a signature event for CICIL to commence, with the goal of implementing one in 2019.

This goal was tabled again because of the pandemic.

-Evaluate ED

ED eval was drafted and approved in 2017, with the goal of the ED being evaluated in early 2018 to ensure that the ED is performing in a manner that aligns with IL philosophy and the MVV's of CICIL.

CICIL ED was not evaluated in 2020.

Staff:

-Determine a new revenue stream for CICIL's "Try Transition" program.

Conversation about this goal was tabled because of the pandemic.

-Identify key advocacy goals at the legislative level

CICIL, in response to the pandemic- related closures at the state legislative level, shifted towards systems advocacy at the cultural level, coordinating numerous lunch and learns, panel discussions, etc. on the subject of race and disability.

ACL Feedback: This is not a work plan. I suggest you contact ILRU for assistance. They do provide a sample work plan on their webpage - https://www.ilru.org/sites/default/files/resources/cil_mgmt_and_operations/MTSTCIL_FY2014_Work_Plan.pdf . Contact ILRU if you have questions regarding the development of your work plan and please provide a work plan in future PPRs. I am letting this review move forward with this entry.

Item 6.2.2 - SPIL Consistency

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

CICIL participates and provides input regarding services and needs to the SILC as well as being actively involved in the development of the SPIL.

CICIL goals are consistent with the State Plan for Independent Living. The SPIL and the CICIL activities both maintain the same IL philosophy.

Specifically, the SPIL states they will: "support the philosophy that IL services are provided in a consumer controlled and directed environment for all disability groups. The term IL service is intended to include, but not be limited to, peer counseling, referral, youth and nursing facility transition and other services as necessary to promote increased independence among Iowa's disability community. "This statement shows consistency between the five (5) core services of CICIL and how we provide services to clients. CICIL signed the most recent SPIL.

SECTION 7 - ADDITIONAL INFORMATION

Item 7.1 - 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.

CICIL's ED is the first elected NCIL board member with a developmental disability- she was voted in as treasurer in July, 2019. She strives to use this position to advocate for inclusion of ID/DD individuals in decision-making roles throughout IL.

SECTION 8 - TRAINING AND TECHNICAL ASSISTANCE

Item 8.1 - Training And Technical Assistance Needs

Training And Technical Assistance Needs	Choose up to 10 Priority Needs --- Rate items 1-10 with 1 being most important
Advocacy/Leadership Development	
Legislative Process	4
Data Collecting and Reporting	
PPR/704 Reports	3
Evaluation	
Community Needs Assessment	5
Financial: Grant Management	
General Overview	1
Federal Regulations	2
Financial: Resource Development	
General Overview	6
Innovative Programs	
Specific Examples	7
Program Planning	
CIL Executive Directorship Skills Building	8
Peer Mentoring	9
SILC Roles/Relationship to CILs	
General Overview	10

Item 8.2 - Additional Information

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

None.

SECTION 9 - SIGNATURES

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

Laura Gibson

NAME AND TITLE OF CENTER DIRECTOR

PHONE NUMBER

Laura Gibson - Signed Digitally

SIGNATURE OF CENTER DIRECTOR

11/15/2021

DATE

NAME AND TITLE OF CENTER BOARD CHAIRPERSON

PHONE NUMBER

SIGNATURE OF CENTER BOARD CHAIRPERSON

DATE