# RSA-704 Part II for Disability Action Center of Georgia, Inc. - H132A980842 report through September 30, 2014

## 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 | 223,334 |
| (B) Title VII, Ch. 1, Part C | 530,397 |
| (C) Title VII, Ch. 2 | 0 |
| (D) Other Federal Funds | 0 |

#### Item 2 - Other Government Funds

|  |  |
| --- | --- |
| (E) State Government Funds | 4,044 |
| (F) Local Government Funds | 103,195 |

#### Item 3 - Private Resources

|  |  |
| --- | --- |
| (G) Foundations, Corporations, or Trust Grants | 0 |
| (H) Donations from Individuals | 34,555 |
| (I) Membership Fees | 0 |
| (J) Investment Income/Endowment | 0 |
| (K) Fees for Service (program income, etc.) | 17,669 |
| (L) Other resources | 108,218 |

#### Item 4 - Total Income

|  |  |
| --- | --- |
| Total income | 1,021,412 |

#### 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, representative payee funds, Medicaid funds, etc.) | 23,402 |

#### Item 6 - Net Operating Resources

|  |  |
| --- | --- |
| [Total Income (Section 4) minus Pass-Through Funds amount (Section 5) = Net Operating Resources | 998,010 |

## 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 | 229 |
| (2) Enter the number of CSRs started since October 1 of the reporting year | 202 |
| (3) Add lines (1) and (2) to get the *total number of consumers served* | 431 |

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

|  |  |
| --- | --- |
| (1) Moved | 2 |
| (2) Withdrawn | 32 |
| (3) Died | 5 |
| (4) Completed all goals set | 135 |
| (5) Other | 8 |
| (6) Add lines (1) + (2) + (3) + (4) +(5) to get *total CSRs closed* | 182 |

### 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 | 249 |

### Section D - IL Plans and Waivers

Indicate the number of consumers in each category below.

|  |  |
| --- | --- |
| (1) Number of consumers who signed a waiver | 12 |
| (2) Number of consumers with whom an ILP was developed | 419 |
| (3) Total number of consumers served during the reporting year | 431 |

### Section E - Age

Indicate the number of consumers in each category below.

|  |  |
| --- | --- |
| (1) Under 5 years old | 1 |
| (2) Ages 5 - 19 | 11 |
| (3) Ages 20 - 24 | 12 |
| (4) Ages 25 - 59 | 297 |
| (5) Age 60 and Older | 110 |
| (6) Age unavailable | 0 |
| (7) Total | 431 |

### Section F - Sex

Indicate the number of consumers in each category below.

|  |  |
| --- | --- |
| (1) Number of Females served | 236 |
| (2) Number of Males served | 195 |
| (3) Total | 431 |

### 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 | 6 |
| (2) Asian Number of Consumers | 13 |
| (3) Black or African American Number of Consumers | 281 |
| (4) Native Hawaiian or Other Pacific Islander Number of Consumers | 0 |
| (5) White Number of Consumers | 106 |
| (6) Hispanic/Latino of any race or Hispanic/Latino only Number of Consumers | 5 |
| (7) Two or more races Number of Consumers | 12 |
| (8) Race and ethnicity unknown Number of Consumers | 8 |
| (9) Total | 431 |

### Section H - Disability

Indicate the number of consumers in each category below.

|  |  |
| --- | --- |
| (1) Cognitive | 24 |
| (2) Mental/Emotional | 70 |
| (3) Physical | 229 |
| (4) Hearing | 6 |
| (5) Vision | 34 |
| (6) Multiple Disabilities | 68 |
| (7) Other | 0 |

### 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 |
| Cherokee, GA | 7 |
| Clayton, GA | 46 |
| Cobb, GA | 30 |
| Coweta, GA | 3 |
| DeKalb, GA | 176 |
| Douglas, GA | 3 |
| Fayette, GA | 3 |
| Fulton, GA | 92 |
| Gwinnett, GA | 45 |
| Henry, GA | 14 |
| Newton, GA | 4 |
| Rockdale, GA | 8 |

## 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 | 308 | 144 |
| (B) Assistive Technology | 67 | 36 |
| (C) Children's Services | 7 | 1 |
| (D) Communication Services | 130 | 41 |
| (E) Counseling and Related Services | 123 | 53 |
| (F) Family Services | 51 | 15 |
| (G) Housing, Home Modifications, and Shelter Services | 85 | 33 |
| (H) IL Skills Training and Life Skills Training | 305 | 149 |
| (I) Information and Referral Services | 2,931 | 2,849 |
| (J) Mental Restoration Services | 15 | 9 |
| (K) Mobility Training | 62 | 19 |
| (L) Peer Counseling Services | 311 | 152 |
| (M) Personal Assistance Services | 54 | 12 |
| (N) Physical Restoration Services | 15 | 6 |
| (O) Preventive Services | 81 | 16 |
| (P) Prostheses, Orthotics, and Other Appliances | 7 | 6 |
| (Q) Recreational Services | 69 | 9 |
| (R) Rehabilitation Technology Services | 5 | 4 |
| (S) Therapeutic Treatment | 27 | 7 |
| (T) Transportation Services | 145 | 46 |
| (U) Youth/Transition Services | 15 | 8 |
| (V) Vocational Services | 78 | 35 |
| (W) Other Services | 51 | 9 |

### 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 | 237 | 100 | 109 |
| (B) Communication | 241 | 103 | 111 |
| (C) Mobility/Transportation | 127 | 46 | 76 |
| (D) Community-Based Living | 59 | 18 | 40 |
| (E) Educational | 94 | 42 | 45 |
| (F) Vocational | 92 | 33 | 51 |
| (G) Self-care | 171 | 78 | 66 |
| (H) Information Access/Technology | 25 | 12 | 11 |
| (I) Personal Resource Management | 34 | 11 | 19 |
| (J) Relocation from a Nursing Home or Institution to Community-Based Living | 50 | 7 | 27 |
| (K) Community/Social Participation | 42 | 22 | 18 |
| (L) Other | 21 | 9 | 7 |

#### 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 | 146 | 92 | 52 |
| (B) Health Care Services | 48 | 36 | 12 |
| (C) Assistive Technology | 118 | 103 | 15 |

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.

1. Information and referral: Over the last year disABILITY LINK partnered with several organizations and developed memorandum of understandings. disABILITY LINK’s staff became Certified Application Counselors under an agreement with Medicare & Medicaid Services to assist individuals in applying for healthcare coverage. In addition we created Memorandums of understanding with the local ADA center and Metro Fair Housing. We also worked with MENA, a local organization dealing with employers in the community. Each partnership allowed disABILITY LINK to provide resources, increase IL skills training while providing valuable insight to the community organizations. We worked with GACHI- GA Council for the Hearing Impaired (e-mail list 4,000 people in GA) 2. Peer Support: disABILITY LINK provides different venues of peer support. disABILITY LINK hosted 4 trainings using the Georgia Peer Support Project curriculum locally and at two other Centers for Independent Living. More than 50 participants with a range of experience, disability labels and goals, learned about peer support, why it is important, how it works to support independence and best practices in delivery. The training included lots of opportunities to share personal experiences of living with a disability, and lots of opportunities to practice peer support skills with one another – the more participants share, the more we all learn. As with each peer support training, there were difficult moments and “breakthroughs” as we explored the very personal elements of our lives – we work hard to ensure these trainings are a “safe space” – the participants did an excellent job of listening to and respecting one another…peer support in action. Some participants are already well known to disABILITY LINK, others are relatively new to Centers for Independent Living (CILs) – either way, the training strengthens the Independent Living (IL) community, and we all benefit from increased, (1) community development, (2) passion for IL, (3) peer support skills, and (4) self-determination. It is always a privilege to host and facilitate such important events. We also participated in The Clothes Line Project which provided peer support and encouraged consumers to tell their stories about Domestic Violence/ Sexual Assault. 3. Nursing Home Transition: Over the last year disABILITY LINK assisted consumers living in long term facilities in understanding the transition process as well as the independent living process. Some of the individuals transitioned into their own homes or apartments and some have shared housing or roommates. 4. Transportation and Housing: disABILITY LINK continues to be very active with transportation and housing issues. disABILITY LINK participates in identifying housing issues and working with entities such as Housing Authorities, apartment and local landlords and legal services when needed. disABILITY LINK also participates in working with the Metro Atlanta Rapid Transit Authority (MARTA) in providing guidance and suggestions to the different managers. disABILITY LINK participates as an entity to assist in certifying individuals for MARTA mobility. disABILITY LINK also receives a grant to provide transportation voucher assistance so that individuals with disabilities can participate in all activities of living including but not limited to shopping, spiritual activities and visiting others in the community. One success story involved a consumer who had been struggling and was homeless when she first came to the center. She was homeless mostly due to her transportation issues. She had not been able to make it to work. Once she was able to make it to work utilizing the transportation vouchers she was able to get two part-time jobs and move into her own apartment. She said the voucher program came along at a time she really needed it in order to become independent and self-sufficient. 5. Advocacy: We participated in a grant with 9 to 5 that educated individuals on the Family Care Act that allows people to use their sick time to care for loved one. It provided the opportunity to speak out and talk about trying to maintain work while having to provide care for a child at home with a disability. We also held series of “Nothing about us without us” which we have covered topics such as; (Feb) Powerful Communication with your Legislators; (March) Efficient, Effective and Affordable Transportation; (April) People with Disabilities in the Arts and Popular Culture; (May) Disability Rights are Human Rights; and (June) Olmstead: Your Right to Live in the Community 6. disABILITY LINK is a provider for the Independent Care Waiver Program which assists individuals in remaining in the community of their choice 7. Employment and Independent Living Skills Training: disABILITY LINK provides employment classes as well as working with GA Division of Vocational Rehabilitation. Through the program consumers have been able to find meaningful positions. Examples of this include two paid internships that eventually led to employment here at this center as well as an individual who received a position at the Center for Disease Control. He describes the experience as "I now have more than a job, I have a career." We also partnered with organizations and collaborated in job fairs. One such event held in collaboration with MENA resulted in a Career EXPO with 45 employers and 178 attendees. 8. Board Leadership: The board continues to learn about the IL philosophy during training opportunities. This year we developed a three year strategic plan, updated the employee policy and procedures and finalized wages based upon area. Members of the board contribute volunteer hours and are active in different programs within the CIL.

## 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 | 10 |
| Number of Board Members with Significant Disabilities | 7 |

##### (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 | 6 | 4 | 2 |
| Other Staff | 9 | 8 | 6 |

#### 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.

The Independent Living philosophy is the main focus of all staff, volunteers and consumer relationships. All consumers are encouraged to participate in the development of their plan. Our staff and our programs offer the tools necessary so consumers can help themselves. The IL skills training component of the core services includes how to express what you want and or need to maintain and/or increase independence and the necessary steps in order to accomplish the goal. IL specialists work one on one as well in group settings with consumers in areas of employment, budgeting, health and wellness, enrolling in benefit programs, advocating for their right to equal access in the community. disABILITY LINK distributes registration applications. IL specialists offer voting options and offers registration as a key component in having each voice heard. Independent Living Specialists educate consumers on ADA guidelines and fair housing and encourage the consumers to educate themselves to advocate effectively. disABILITY has conducted different activities that encourage consumers to become directly involved in their own self-help and advocacy. Choices and resources are the tools of self-reliance and each person is encouraged to use those tools to solve their daily as well as lifetime issues. disABILITY LINK was active in a variety of advocacy issues during the reporting year – this serves a dual purpose, participation in necessary advocacy, and the opportunity to invite consumers to learn about the issues, see the big picture, get involved and practice self- help and self- advocacy . Events and issues in which disABILITY LINK was active in includes; sick time for caring for your disability or your family members disability, Community Choice, and local transportation issues, eliminating sub-minimum wages; Family Care Act, Domestic Worker’s Alliance in regards to Medicaid Expansion, Moral Monday for coalitions of peace and justice groups, the Convention on the Rights of People with Disabilities (with the US International Council on Disabilities); advocacy against the Medicaid institutional bias and regulations impacting personal care attendants (PCAs)); for a meaningful statewide Medicaid Buy-In program (with GA SILC), for wheelchair accessible taxis (with GA SILC); the “Did You Know?” campaign regarding the burden of proof for people with intellectual disabilities to be protected from the death penalty in Georgia (with AADD) as well as many other events. disABILITY LINK encourages and promotes self-help, self-advocacy, and peer support. The office space at disABILITY LINK is full of positive self-help and self-advocacy messages. For example, posters, pictures, photos, etc., of accomplished people with disabilities, messages of power, hope and support. During the reporting year different activities and meetings were held that encourage the consumers to become directly involved in their own self-help and advocacy. A few of these activities include: Nothing About Us Without Us (NAUWU) which is a monthly interactive opportunity to learn, and share, about topics of interest, conversations so far have included the disability community regarding: employment, education, legislative advocacy, the ADA, the Olmstead Decision, assistive technology, veterans, popular culture, transportation, human/civil rights, and international issues. Each session is facilitated by consumers or guest speakers (often new to making presentations), with support from staff, and a "take action" segment encourages participants to make a commitment to and be empowered by the topic, (for example, to learn more, to advocate - specifically or generally, to support others to get involved, etc., as appropriate). NAUWU is attracting old friends and new visitors to disABILITY LINK and is a popular addition to the monthly calendar of events. Other events include: Circle of Support meetings – disABILITY LINK supports individual “Circles of Support” as a “tool” for self-advocacy and self-determination, supporting people to develop dreams and reach goals - when appropriate, disABILITY LINK has provided meeting space, circle facilitation, technical assistance, etc., for the meetings themselves, and for individuals and their supporters to plan their circle meetings, etc, ; Concerned Transit Riders for Equal Access (CTREA) – is an independent transportation advocacy group supporting self and systems advocacy, and embodies the notions of self-help and self-advocacy, the “tag” line of the group is, "Inform, Educate and Advocate for Efficient, Effective and Accessible transit." The group is run by people with disabilities who use public transit – the group works to hold service providers accountable, for example, by increasing membership of members with advocacy skills and interests to the advisory committee of the major transit provider in Metro Atlanta and working on projects that promote collaboration between riders and operators. disABILITY LINK and CTREA co-hosted a community event including new management at MARTA, “Getting On Track; Finding the Route to Accessible transportation”. Emergency Preparedness (EP) – during the reporting year, disABILITY undertook a series of meetings and activities to promote self-help and self-advocacy on the topic of emergency. The ADA Legacy Project is a national coalition to spotlight the 25th anniversary of the Americans with Disabilities Act in 2015 ("to preserve, to celebrate, to educate"). disABILITY LINK is participating in the planning for national, statewide and local activities, helping to build the disability community, increasing awareness of the ADA, incorporating Independent Living into the discussions, attracting media attention, etc. Empowering Our Youth (EOY) – disABILITY LINK recognizes the need to promote self-help and self-advocacy at an early age through the development of Empowering Our Youth (for youth and young adults ages 14 to 29) where the participants are the leaders and decision makers, supported by the Youth Advocacy Coordinator. As youth several webinars and group meetings including “Disability day” at the Capitol involved youth.

#### 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.

Our IL specialists represent a variety of disabilities as do our board members. They are readily available to assist and support a consumer with a similar disability or situation. The establishment of relationships with outside agencies has been beneficial in creating peer relationships with consumers who have a disability or recently acquired a disability and needs support services and peer mentoring directly after to resume independence. Referrals are made to support groups and documented in the case notes. The advantages of such connections are continually promoted. The specialists also promote consumers working with each other. disABILITY LINK offers classes that are targeted towards developing relationships while using peer role models. These are conducted in private one on one meetings and group meetings. Examples include job classes, tech talks, Empowering Our Youth, Georgia Radio Reading Service, Transit Riders for Equal Access, People First, Independent Living skills classes and the volunteer trainings. We utilize peer relationships and modeling in our Nursing Home Transition program and Peer training programs. We utilize volunteers to provide peer support to other consumers as an ongoing activity. Peer Relationships are firmly established through our classes as well as formal and informal gatherings. It is not unusual to see a group of peers gathered together in the activity room discussing the day’s events and challenges they face. Peer Role models are evident at all levels of disABILITY LINK through staff, consumers and volunteers. disABILITY LINK utilizes the knowledge of staff in order to reach out to specific targeted groups. Our staff has conducted workshops to other organizations on topics of interest related to best practices and has been seen as a leader. disABILITY LINK was instrumental in creating and coordinating the federally funded Georgia Peer Support Project. The Georgia Peer Support Project (GA-PSP) curriculum is used to train hundreds of peer supporters in, (1) Metro Atlanta, (2) around Georgia, and (3) across the US - in the reporting year, disABILITY LINK has provided peer support training twice in Atlanta, once in Augusta, Georgia and once in North Carolina, training 60+ peer supporters. Supporting peer support has the double benefit of improving the skills and outlook of both the peer supporter and peer, good "bang for the buck." The 3-day, interactive and lively experience has helped to create excellent peer supporters and improved the quality of peer support in the disability community...and has highlighted disABILITY LINK as a Center for Independent Living with excellence in peer support. disABILITY LINK continues to receive interest from CILs and other organizations around the state and country to provide the three day GA-PSP training. Most disABILITY LINK staff are certified through The Georgia Peer Support Project training and we continue to support many consumers and volunteers, etc., to experience the GA-PSP training. Board membership of the CIL is comprised of more than 51% people with disabilities. Board members clearly recognize and discuss that they serve as role models and that the process of conducting board meetings is a function of the peer relationships and community involvement. Several of our board members were once consumers who had gone through programs such as the job classes and are now gainfully employed. They use their experience as a peer supporter to many other consumers. In addition, our staff are excellent peer role models utilizing their stories and experiences to assist others. Several of our staff members participated in telling their story of working with a disability at the National EEOC conference along with several consumers. In addition, the Executive Director received an award for NCIL’s Women’s Caucus Hall of Fame Award focused on providing leadership and peer support to women with disabilities. Our Youth Director won an award for excellence in providing youth leadership and role model to youth.

#### 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.

All of disability LINK’s office, programs and activities continue to be barrier free and all materials are distributed in alternative format upon request. We offer an information board that utilizes large print for board minutes, latest events and other special announcements. In addition, this board has an iPod that individuals can listen to that reads what is presented on this board. disABILITY LINK provided interpreter services on a regular basis to assist in job classes, peer groups and provision of core services. 14 point Verdana font is utilized as a standard for print materials. Lighting levels, noise levels, wheelchair access as well as AT supports were provided as requested for different venues. Our office is a scent free environment. A common request is lighting levels for different sensory requests. We have been able to successfully accommodate this through removal of light bulbs in different areas while allowing ample lighting for others. In addition, for most of the year we had two staff members who were able to utilize sign language for communication on an as needed basis as well as Spanish and Mandarin speaking staff for language barriers with those specific needs. We provided tactile signing with their hands for individuals who identified as Deaf-Blind. disABILITY LINK also provides services by visiting homes, in the community and other methods of communication such as but not limited to Skype for video conferencing when unable to physically be present at the center. One of our major barriers was the location of our office and having to pay for parking or walking across a large parking lot with no sidewalks to get to our front door. We were able to identify and move into a new location the very last week of the fiscal 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.

disABILITY LINK advocates and conducts activities for equal access at every possible opportunity. We collaborate with partners and challenge others on equal access. We have participated in conferences, trainings, events and education that include promoting equal access for individuals with disabilities. disABILITY LINK collaborated individually with organizations such as Metro Fair Housing, State Independent Living Council and Montana Rural Institute to find housing needs, discrimination and promote advocacy on fair housing issues. Staff and consumers participated in different events targeted towards finding gaps and needs. Staff surveyed and promoted full access for people with disabilities in shelters and temporary housing. disABILITY LINK works toward increasing choices and options for transportation. We administer the Voucher Travel Assistance Program (VTAP), through a grant from The Atlanta Regional Authority (ARC), which provides financial assistance for transportation options for people with disabilities. During the year our CIL advocated with other organizations regarding increasing the number and availability of accessible taxis in Atlanta. We worked with and was able to negotiate lower costs with different providers. Staff participated in Human Services Transportation Committee to increase access to transportation for people with disabilities, particularly in the suburban and more “rural” areas of Atlanta (and other issues of community accessibility. Staff provided Travel Training services for people with disabilities. We also have been a part in the ARC Regional Planning for pathways and pedestrian walkways. disABILITY LINK also identified and assisted in resolving issues while working with consumers to be their own advocate. The CIL provided support of Concerned Transit Riders for Equal Access (CTREA) to increase grass roots participation in transportation advocacy efforts. Staff and consumers are consultants with the Veteran’s Administration’s (VA) One-Click Program for route planning and increased options, and successfully advocated with the Atlanta Regional Commission (ARC) to expand the program to all people with disabilities, not just veterans. The CIL continues to be leading local advocacy regarding accessibility and the parking lot to the old office building. This issue continues with our support although we have moved locations. disABILITY LINK continues to encourage people with disabilities to register to vote and engage in community programs and society to obtain equal access. Voter Registration and Educational Campaigns were held as new voter laws had taken place. disABILITY LINK was a site that is a certified application center (CAC) organization for the healthcare marketplace. All staff have gone through the training to become certified application counselors to assist providing resources and useful information when applying for healthcare through the marketplace. We provide activities focused on “Empowering our Youth” on topics such as school transitioning, working their own IEP and gaining employment. We held job training classes that focus on asking for reasonable accommodations and we work with employers through several of our programs to educate on providing those accommodations. Several staff and consumers spoke on the panel at the national EEOC panel in regards to providing reasonable accommodations and the stories of different situations they have had to go through.

#### 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.

All program materials are made available to all consumers upon request in alternative format including tapes, Braille, large print, CCTV, Sorenson Video Relay. Our business cards include braille printing and all videos we produce feature text captioning. We make our weekly Georgia Radio Reading Service announcements available in text format. In addition, we attempt to keep a regular supply of alternative format materials for other community resources available for our consumers. disABILITY LINK uses Verdana 14 print font for printed material as a standard practice. Newsletters and program events are made available in text format through email. We offer an information board that utilizes large print for board minutes, latest events and other special announcements. In addition, this board has an iPod that individuals can listen to that reads what is presented on this board.

### 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.

Our staff and Board members represent a variety of disabilities (Multiple Sclerosis, deafness, visual impairments, mental illness, rheumatoid arthritis and well as many others). disABILITY LINK’s publications and programs stress the fact that we serve all disabilities. disABILITY LINK provides IL services continuously on a cross disability basis. Services are provided to all consumers who are determined eligible according to the Title VII of the Rehab Act, and then specific eligibility criteria defined by the funding source. Education and training is provided on a continual basis to staff on equal access, diversity and cultural issues. During the reporting year, disABILITY LINK has continued plans, and initiated further plans, to ensure services are provided across disability labels and to a variety of people with disabilities, outreach efforts include: In an effort to reach the un-served and underserved areas, services expanded to reach out to the Blind and deaf population, transitional youth and transitional Veterans. disABILITY LINK worked with a new variety of organizations with activities to ensure we engaged others and reached out to a diversity of individuals. These organizations and activities included engaging several local pet stores and animal hospitals to provide service animal awareness with our doggie day activity, engaged the community as disABILITY LINK honored advocates and professionals from the Independent Living and disability services arena as IL Heroes at the 15th Year Anniversary disABILITY LINK Gala with over 300 individuals in attendance, engaged local organizations at the COBB County Community Education Reception in partnership with Mobility Works to over 60 individuals, hosted a workshop at Cumberland Academy to provide information about workforce development and Independent Living Skills to 13 Cumberland Academy Seniors and hosted over 30 organizations and companies that provide education, services and resources to individuals with disabilities at our Corporate and Community Reception. disABILITY LINK continues to provide mentorship for the Brain Injury Peer Visitor Association -the disABILITY LINK brochure is included in the hundreds of packets of information shared with newly diagnosed people with brain injuries in 25 hospitals around Metro Atlanta – disABILITY LINK also participates in the training of the peer visitors. In order to reach a wider geographical area, the staff contacted community organizations such as libraries, Chambers of Commerce, doctors and other healthcare offices, schools and colleges, veteran’s organizations, organizations serving people with mental health disabilities, organizations serving people who are blind and visually disabled, organizations serving people who are deaf or hearing disabled, organizations serving people with brain injuries, transportation organizations, nursing facilities (all of them in the service area) and residences for seniors, organizations serving veterans, etc. - by phone, email, mail and in person (participating in resource fairs, etc.) - throughout the 12 county service area to inform people with, and without, disabilities about disABILITY LINK and Independent Living . Independent Living Classes were held on a very wide variety of topics which attracted participants who were not previously consumers. disABILITY LINK continues to have a positive relationship with other organizations run by and for people with disabilities, including – The National Federation of the Blind (Georgia and Atlanta), the National Council for the Blind (Georgia and Atlanta), the Georgia Mental Health Consumer Network (and the Peer Support, Respite and Wellness Center), People First (National, Georgia and Atlanta), ADAPT (National, Georgia and Atlanta), and Concerned Transit Riders for Equal Access (CTREA). Staff and consumers participated in presentations and booths at Resource/Transition Fairs which provided opportunities to present IL philosophy and services; disABILITY LINK published a quarterly newsletter that included information about events and activities, and messages of self-help, self-advocacy and self-determination. disABILITY LINK participated in radio media in the following ways: Radio (1) - monthly GaRRS/Two Minute Advocacy Sessions about independent living and transportation – reaches 20,000+ people statewide; Radio (2) disABILITY LINK increased the use of social media (Face Book, Twitter, You Tube, blogs, etc.) providing additional opportunities for dialogue and connections with people who might not typically seek support from a Center for Independent Living, and providing ease of communication for those who prefer to communicate electronically. The CIL administers the Voucher Travel Assistance Program (VTAP). The grant was renewed within the last reporting period, outreach efforts continue in the all counties served, in particular to the most rural counties with very limited or no transportation options. Youth Program – Empowering Our Youth (EOY) is the youth and young adults program for youth and young adults with disabilities (ages 14 to 29). This program was developed to reach out to underserved transitional youth. We are in the beginning stages of initiating a Veteran’s transition program.

### 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.

Consumer Service Record (CSR) is required to be completed for all consumers who require services, excluding those requesting only I&R. All consumers are encouraged to participate in the development of their goals and the ILP. ILPs are consumer driven. Consumers are notified of their right to develop or waive an ILP. The are also notified of their right to a hearing and/or contact the Client Assistance Program (CAP) should they believe that their rights or services have been denied unfairly. A consumer outcome and satisfaction survey is conducted by volunteers with a random sampling of consumers (approximately 10%) at the beginning, middle and end of the fiscal year. Surveys are also provided at the closure of each case. disABILITY LINK continued the use of social networks and encouraged participation of discussion through online message boards. There is a comment box in the office to allow consumers to express their satisfaction or dissatisfaction with our services. They are checked regularly. The results are reviewed by management. Some comments for the surveys include "If it wasn’t for the help I received in finding a job, I would still be living on welfare", "I just needed help in finding benefits so I could live at home", "The classes I go to help me live a real life".

#### 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.

disABILITY LINK utilizes a digital data management program for maintaining and ensuring CSRs are accurate and contain the required information. Supervisors/Program Managers and staff regularly confirm that this is being done by performing CSR reviews. There are staff trainings throughout the year to reinforce and modify policies and procedures. New staff are provided initial staff trainings during orientation. Additionally, staff participates in our digital data management program webinars in order to ensure accuracy of reporting. Ongoing staff trainings are held on a regular basis so that consistency in reporting is completed. Consumer files are audited on a regular basis.

### 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 | Community Ed. and Public Info. | 96.00 | Participate in Abilities Expo; give organizational info | Distributed organizational info to expo participants |
| Other | Outreach Efforts | 46.00 | Advocacy Fair at Shepherd Center | Distributed organizational info at Fair |
| Other | Collaboration/Networking | 310.00 | Attend APRIL conference | Learned about improving outreach to rural areas |
| Assistive technology | Technical Assistance | 82.00 | Assistive Technology Classes | Train participants on the use of assistive technology |
| Other | Collaboration/Networking | 12.00 | Blaze Sports | Attended blaze sports event, shared organizational info |
| Housing | Community Ed. and Public Info. | 88.00 | Community Advisory Board | Educated boards about disability rights issues |
| Health care | Community/Systems Advocacy | 53.00 | Disability Day at the Capitol | Attended event, shared organizational info |
| Other | Community Ed. and Public Info. | 18.00 | CRPD “Pop In” event | Educated lawmakers about CRPD |
| Transportation | Collaboration/Networking | 20.00 | CTREA Transit meetings | Advocated for expanded access to public transit |
| Other | Community Ed. and Public Info. | 22.00 | Educational Tour of the GA Capitol | Educated lawmakers about disability rights issues |
| Other | Outreach Efforts | 54.00 | Empowering Our Youth | Youth with disabilities planned events, shared resources, volunteered with other organizations |
| Other | Collaboration/Networking | 101.00 | Host Employment Fair | Distributed organizational info at Fair; connected consumers with employment prospects |
| Other | Outreach Efforts | 40.00 | Friday Afternoon Movies | Attended event, shared organizational info |
| Health care | Community/Systems Advocacy | 528.00 | GA ADAPT | Planned and executed advocacy actions and meetings |
| Transportation | Outreach Efforts | 149.00 | Georgia Radio Reading Service (GaRRS) | Broadcast weekly advocacy and transportation updates |
| Housing | Community/Systems Advocacy | 72.00 | Long Road Home/”I am Olmstead” | Advocated for expansion of in-home care service |
| Health care | Community/Systems Advocacy | 29.00 | Mental Health Day at the Capitol | Attended event, shared organizational info |
| Assistive technology | Collaboration/Networking | 19.00 | Mobility Works – Meet and Greet | Mobility Works – Meet and Greet |
| Health care | Community/Systems Advocacy | 92.00 | Moral Monday/Voting Rights/Medicaid Expansion at the Capitol | Attended event, shared organizational info |
| Other | Community Ed. and Public Info. | 33.00 | National Center for Civil and Human Rights | Attended event, shared organizational info |
| Other | Collaboration/Networking | 153.00 | NFB of Georgia | Attended NFB conferences; educated and advocated regarding people with visual impairments |
| Other | Collaboration/Networking | 133.00 | Nothing About Us Without Us | Attended event, shared organizational info |
| Housing | Outreach Efforts | 834.00 | Nursing Home Outreach | Visited nursing homes; advocated for some residents to live in communities of their choice |
| Other | Collaboration/Networking | 61.00 | Organizer’s Forum Teleconference | Networked with and distributed organizational info to forum |
| Other | Outreach Efforts | 208.00 | Peer to Peer Visits | Visited with and supported peers with disabilities |
| Other | Community/Systems Advocacy | 79.00 | People First of Atlanta | Planned and executed advocacy actions and meetings |
| Other | Community/Systems Advocacy | 64.00 | People First of Georgia | Planned and executed advocacy actions and meetings |
| Other | Community Ed. and Public Info. | 29.00 | School Outreach | Attended and network with youth with disabilities |
| Other | Community Ed. and Public Info. | 486.00 | The Georgia Peer Support Project | Held a series of workshops to certify and educate peer supporters |
| Other | Community/Systems Advocacy | 53.00 | Voter registration | Organized voting workshops to assist with registration |
| Health care | Collaboration/Networking | 9.00 | ICWP planning committee meeting | Attended event, shared organizational info |
| Other | Collaboration/Networking | 24.00 | SILC Meetings | Planned and collaborated with SILC office in planning state priorities |
| Other | Community/Systems Advocacy | 35.00 | Legislative Meet & Greets | Met with lawmakers to advocate for prioritization of disability rights |

#### 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.

disABILITY LINK coordinated with many different organizations. Activities include participating in a resource fairs, Health and Wellness Fairs, Conferences, Educational groups, National and local organizations, meeting with representatives of local, regional and state government and distributing pertinent information to consumers. disABILITY LINK worked with The Georgia Statewide Independent Living Council, The Georgia Advocacy Office and Atlanta Legal Aid, 9 to 5, NCIL and APRIL on issues such as the Olmstead Decision Compliance and the Department of Justice settlement with the state of Georgia, Community Choice Options, transportation options and fair housing issues. disability LINK focused a great deal of time on Empowering Our Youth by working with local schools, parents, transition fairs and creating outreach avenues. disability LINK continued to work on the campaign of Not Dead Yet of Georgia to address issues of assisted suicide, euthanasia and mercy killing of people with disabilities. Consumers, staff and volunteers provided education to the disability community and the general public. disABILITY LINK support and partnered with People First of Atlanta and People First of Georgia providing support and information for people with disabilities including technical support and dates to remember. disABILITY LINK conducted a voter registration and education campaign to promote voter’s registration and educating about the new laws to vote. disABILITY LINK was instrumental in creating and coordinating the federally funded Georgia Peer Support Project in the prior year and utilized what tools were developed to continue to hold peer support training groups. disABILITY LINK contracts with the local Aging and Disability Resource Center (ADRC) to provide essential peer support to the consumers transitioning from nursing facilities through Money Follows the Person. disABILITY LINK continues to advocate on transportation and housing issues. disABILITY LINK continued to work with employers such as the Center for Disease Control, Walmart, Kroger’s, USDA, and many others in an effort to put people with disabilities to work in appropriate and gainful employment. We collaborate with groups and provide resources for organizations such as Concerned Transit Riders for Equal Access, Decatur Housing Authority, Georgia Legal Aid, National Federation of the Blind of GA, Metro Fair Housing and Disability Law and Policy Network. Staff, board members and volunteers collaborated and networked with many different entities including, but not limited to: Abilities, Inc., Aging & Disability Resource Center (ADRC), AmeriCorps and AmeriCorps/Georgia PAS Corps, AT&T, Atlanta Housing Authority (ALA), Atlanta Legal Aid Society (ALAS), Atlanta Regional Commission (ARC),Atlanta Urban League, Atlanta, Georgia and National ADAPT, Brain Injury Peer Visitors Association (BIPVA), Center for Disease Control and Prevention (CDC), Center for Financial Freedom and Innovations (CFII), Center for Leadership in Disability (CLD), at Georgia State University (GSU), Center for the Visually Impaired (CVI); City of Decatur, Concerned Transit Riders for Equal Access (CTREA), Concrete Change, Decatur Business Association, Decatur Housing Authority, DeKalb Chamber of Commerce; DeKalb Rape Crisis Center, Disability Law & Policy Network (DLPN), Disability Resource Group (DRG), Disabled American Veterans (DAV), Environmental Protection Agency (EPA), Equal Employment Opportunity Commission (EEOC), Federal Emergency Management Agency (FEMA), Georgia ADA Coordinator, Georgia Advocacy Office (GAO, Georgia Council for the Blind, Georgia Council on Developmental Disabilities (GCDD), Georgia Department of Community Affairs (DCA), Georgia Department of Human Resources (DHR),Georgia Department of Labor (DOL),Georgia Department of Rehabilitation Services, Georgia Library for Accessible Services (GLASS),Georgia Mental Health Consumer Network, Georgia Micro Board Association,Georgia Radio Reading Service (GaRRS), Georgia Transplant Foundation,Georgia Vocational Rehabilitation Agency (VR),Institute on Human Development & Disability (IHDD), at The University of Georgia (UGA), Internal Revenue Service (IRS),Latin American Association (Associacion Latinoamericana),Manpower,Metro Fair Housing, Metropolitan Atlanta Rapid Transit Authority (MARTA),Metropolitan Employment Network of Atlanta (MENA), National Association of Blind Veterans,National Federation of the Blind (NFB) – of Georgia, Cobb County, Decatur and Metro Atlanta, O’Hern House (Project Interconnections), Pedestrians Educating Drivers (PEDS), Peer Support, Respite and Wellness Centers, People First of Atlanta, People First of Georgia,Public Sector Alliance, ReBoot Project (of Tools for Life),Rockdale County Recreation Department,Shepherd Center, Siemens,Social Security Administration,St Jude’s Recovery Center,The Georgia Department of Community Health (DCH), The Georgia Statewide Independent Living Council (SILC), Tools for Life, United Way of Greater Atlanta, Unlock the Waiting Lists! Campaign, US Department of Transportation,US Department of Labor,US Department of Veterans Affairs,VISTA, 101 Mobility, Affordable Medical Resources, AMS Vans, Atlanta School for the Deaf, Crossroads Atlanta, Cumberland Academy, Blaze Sports, Decatur City Government, Cobb County Council, GACHI- GA Council for the Hearing Impaired,GAD- Ga Association of the Deaf,

NAD- National Assoc. of the Deaf, GDBA-Ga Deaf Blind Association.and Destiny’s Child Home Care. For many of these organizations, staff, board members and consumers: • Serve on specific committees that deal with disability and independent living issues •Provide training, consultation or other service •Serve on Advisory Councils and Committees •Are active members • Are leaders, officers and board members, etc.

### 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.

disABILITY LINK continues to provide IL core and other IL services in a variety of ways. Requests of accessible formats are handled on a case by case basis which have included interpreter services on a regular basis to assist in job classes, peer groups and provision of core services. In addition, for most of the year we had two staff members who were able to utilize sign language for communication on an as needed basis as well as staff who were fluent in Spanish and Mandarin. Assisted 2 persons who identified as Deaf-Blind by providing tactile signing on their hands. Staff is available to make home visits, meet consumers in their community, video conference, telecommute, email or voice. disABILITY LINK attracts a high number of people with disabilities looking for employment. In addition to referring to proper resources we also have an employment program which includes working with individuals on a one to one basis or in a group. The program also assists in setting up internships which are paid in order to gain skills. Several consumers have been hired by the organization they did the internship at. Two employees hired here at disABILITY LINK were a direct result of the internship program. An important aspect of the employment program included applying to the Department of Labor and successfully receiving fee for service for providing job coaching, career counseling, employment services and paid internships. disABILITY LINK hosts a monthly event that educates individuals on disability rights and advocacy. The event is called "Nothing About Us Without Us" and has held topics that included local legislatures to come in and talk about the importance and best way to advocate to them, Vocational Rehabilitation counselors on their process, local schools and working with IEP. It has allowed individuals to learn different methods of advocating for different situations while being informed. disABILITY LINK staff, volunteers and board members continue to be members of transportation and housing boards as well as other disability related organizations. disABILITY LINK and staff continue to work with housing authorities and rental assistance programs. disABILITY LINK has initiated a program that will reach out to the Veteran and Youth populations. disABILITY LINK continues to work with consumers and advocating for their rights on transportation issues. A major issue continues to get the local public transit provider to include people with disabilities when planning and developing activities related to transportation and people with disabilities. Staff and consumers participated in many meetings, hearings and trainings relevant to the issues and advocacy of accessible transportation. disABILITY LINK initiated a wellness program this fiscal year that was developed last fiscal year. This program focuses on overall wellness to staff, consumers and board members. disABILITY LINK continues to work with consumers in the Nursing Home Transition program who want to live in the community. It assists in providing rent, deposits, furnishings, and groceries as well as other needed items in order to move into the community of their choice. disABILITY LINK has partnered with the balancing incentive program through the state and provides information and referral to individuals through their system as well as having a specific information and referral specialist who answers the telephones. This individual is highly trained on the I&R process and can answer many questions and direct them to the resources and/or staff that can assist further in the process. In addition, we have developed an inter-office resource guide for staff to be able to easily access for resources. disABILITY LINK made great improvements to the assistive technology program to include tech talks, instructions on computer technology, smart phone technology and other assistive devices on a one to one basis as well as in group settings. The plan for assistive technology display area and internet cafe was developed for implementation in the next fiscal year. disABILITY LINK engaged in Emergency Preparedness in the means of meetings, community events and advocacy. To ensure safety and education, disABILITY LINK held classes on Emergency Preparedness. This was especially important with the ice storms that hit the Metro Atlanta Area. We passed along information about emergency shelters, interpreters, food resources and volunteer attendants. We coordinated with the Georgia Emergency Management Agency, Get Ready Gwinnett and Dekalb Emergency Management Agency to disseminate this information via social media. disABILITY LINK held meetings on new voting laws in Georgia and provided education as well as signed up individuals to vote.

### 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 1of title VII of the Act.

Resource development efforts and sources include: Atlanta Regional Commission grant awarded for a fourth year which provides travel vouchers and mobility training to consumers who are seeking employment, consumers coming out nursing facilities or other institutions, and consumers with limited transportation options. Department of Labor (transferred to the Department of Human Services) - providing Nursing Home Transition services, outreach, independent living services, etc. Fee for service through the Independent Care Waiver Program (ICWP) for providing service coordination. Fee for Service - Money Follows the Person (MFP) - providing Peer Support to consumers transitioning out of nursing facilities. Fee for service – facilitation of Peer Support Trainings in Atlanta, Augusta, South Carolina, etc. Successfully applied to Department of Labor (VR – transferred to Department of Human Services) for fee for service – providing employment, job coaching and career counseling. Successfully applied to Department of Labor (VR – transferred to Department of Human Services) for fee for service – providing employment services and paid internships. Successfully applied to become an Employment Network through Social Security Administration’s Ticket to Work Program – for employment services. Successfully applied for grant from the Georgia Department on Aging Services – providing nursing facility consultation services. Successfully applied for a grant with 9 to 5 for advocacy for women’s issues and the Healthcare act. Successfully applied for grant with the Balancing Incentives Program for information and referral for individuals with disabilities. Successfully applied for handsonatlanta program to strengthen our social media.

Applied to Harland Charitable Foundation for youth program-unsuccessful, Applied for the Ida Alice Ryan Foundation employment-unsuccessful, Applied for Christopher Reeves Foundation on youth and employment-unsuccessful. Other grant opportunities were applied for but not successful. Events held for youth including rummage sales-successful. Held a 25 year gala celebration-successful with over 300 individuals in attendance. disABILITY LINK has initiated and began working with partnerships and developing sustainable donors. Held activities such as Doggie Day with approximately 90 community attendees, participated in the State of Georgia Charitable Giving Campaign, disABILITY LINK held a COBB County Community Education Reception in partnership with Mobility Works to educate on services and request donations, hosted Cumberland Academy in a workshop to provide information about workforce development and Independent Living Skills to 13 Cumberland Academy Seniors and met with USDA (United States Department of Agriculture) and the Georgia SNAP Program to explore possibilities of increasing access to food and nutrition to individuals with disabilities with expected to apply for future grant opportunities.

## Subpart V - Annual Program and Financial Planning Objectives Edit

### 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

Goal 1: To operate a center for independent living that conducts all activities within independent living philosophy. Objective: To provide Independent Living Services in 12 Counties of Cherokee, Cobb, Douglas, Coweta, Fulton, DeKalb, Gwinnett, Fayette, Clayton, Rockdale, Newton and Henry. Action Steps: 1. Provide individuals with IL skills training on the use of technology, the internet and areas of interest. 2. Provide educational activities each quarter on topics of interest. 3. Conduct advocacy and planning activities no less than quarterly to address transportation issues.

Result: Hosted Tech Talks- 5 classes (topics: hardware, software, Apple, Android and AT history) Workshop Wednesdays- 12 classes (Microsoft basics, alternatives to Office, PowerPoint, Resume writing, LinkedIN, Facebook, Blogging, Media Sharing, Mobile apps, the cloud, desktop applications, apps for creativity and apps for productivity) Tech Tea Time- 2 classes (current trends in technology, wearable computing) Nothing About Us Without Us- 2 classes (general AT overview, representation of people with disabilities in popular culture) LEAPS- 3 classes (resume writing, job hunting and social media, basics of Word) Total: of 24 classes with over 150 consumers in attendance combined. Held monthly series of “Nothing about us without us” which we have covered topics such as; (Feb) Powerful Communication with your Legislators; (March) Efficient, Effective and Affordable Transportation; (April) People with Disabilities in the Arts and Popular Culture; (May) Disability Rights are Human Rights; and (June) Olmstead: Your Right to Live in the Community. Staff and consumers participated in many meetings, hearings and trainings relevant to the issues and advocacy of accessible transportation. The CIL provided support of Concerned Transit Riders for Equal Access (CTREA) to increase grass roots participation in transportation advocacy efforts by hosting meetings. Worked with local transportation groups and organizations such as MARTA and ARC.

Goal 2: Provide services that focus on unserved and underserved populations. Objectives: disABILITY LINK will provide increased services to those that are traditionally underserved or unserved within the disability population. Action Steps: 1. Expand the youth program that promotes lifelong learning experiences. 2. Provide activities for youth which promote peer relationships and a sense of community. 3. Provide outreach activities to local school districts and colleges. 4. Develop and expand a veterans program that cultivates relationships. 5. Develop and expand a veterans program that cultivates relationships.

Result: Hired a youth director who began working in February. Hosted 4 EOY classes. Had a meet and greet in March that reached out to local schools and youth to come to the center. Working with Blaze sports and established a partnership where the center presented at the youth camp focused on youth with disabilities. Involved youth in “disabilities day” at the Capitol. Participated in the 2014 Youth Transition Leadership Summit and presented there. Working with Georgia Tech on youth and transition. Held discussions focused on issues specific to transitional youth. Presented at several Parent Coalitions including the Parent Coalition of Korean Parents. Held youth fundraising activities to bring awareness such as the youth rummage sales. Collaboration with organizations such as Georgia State University and APRIL to identify and develop youth forums in the State of Georgia. Participated in Atlanta Public Schools Career Tech Coordinator/Transition Specialists Advisory Board meetings. Worked with Cumberland Academy a private school for Youth with disabilities to develop a curriculum focused on Independent Living. Began initiating a Veterans program by collaborating and collecting data to focus on specific need for Veterans group. Began plan for developing program in next fiscal year. Worked with local VA, VA clubs and group in Metro Atlanta Area.

Goal 3: People with disabilities are leaders in all of disABILITY LINK’s activities, and in the community at large. Objectives: Staff and Board of Directors are role models and peers to our community members. Action Steps: 1. Staff and Board members will receive a full orientation and continued training that includes topics related to the independent living philosophy. 2. Staff and Board members will attend trainings that will increase their knowledge of services.

Result: All new staff received training upon hire. Ongoing staff trainings were held with the data management system on a weekly basis with attendance by staff specifically needing those trainings. Staff meetings were held focused on serving consumers. Staff attended trainings on the healthcare reform and how to be a CAC provider. Different staff attended conferences related to their positions in regard to the four core services, financial management, resource management, grant writing, and specific areas needed. All board members received training on how to be a board member and received a board manual with by laws, financial reports, introduction to being a board member and duties. All board members received financial training. In addition all staff and board received availability to trainings through the ILRU rapid courses. All staff completed ADA basic trainings. All staff and board received training specific to the IL philosophy and history.

Goal 4: Expand and improve the Assistive Technology Program to provide improved access and usage of assistive technology to consumers within disABILITY LINK’s service area. Objectives: Will continue to collaborate with different agency to expand marketing of Assistive Technology and increase loans and usage to consumers with disabilities. Action Steps: 1. Establish a display of AT devices for consumers to experience 2. Collaborate with two organizations to identify funding strategies for Assistive Technology.

Result: The Assistive Technology program at disABILITY LINK has grown significantly over the last fiscal year where 24 classes and several talks and webinars were held at the Center and in the local community. We have paired with Atlanta Metro Library for Accessible Services, Georgia Tools for Life, Atlanta Regional Commission and Center for the Visually impaired to increase visibility of our services as well as to pass along information on what technologies are out there to better empower our community and offer increased options for independence. Expected to receive this in the 1st quarter of the next fiscal year.

Goal 5: Wellness, particularly focusing on related secondary conditions of disabilities, will become an integral part of all activities of the organization. Objectives: Individuals will have opportunities to explore the full spectrum of wellness through educational activities, health care information as well as hands on development of nutrition, healthy minded lifestyles, and strong community based healthy activities as part of their daily activities. Action Steps: 1. The Health and Wellness will develop a calendar of events for staff and consumers. 2. Provide an ongoing wellness program. 3. Identify barriers to access to health care in CIL area by surveying consumers and providers. 4. Provide technical assistance to health care providers on barrier removal by creating a brochure for providers regarding access issues. 5. Advocate for expanding the Medicaid Buy-In for workers with disabilities. 6. disABILITY LINK will assist in educating and applying for services with the Affordable Health Care Act.

Result: We have established a calendar of events with once a month health and wellness activities. We held classes such as yoga for people with disabilities, relaxation techniques, rest breaks, eating healthy. We began a survey which was distributed to individuals and providers on access to health care. Results are still pending. We worked with providing education and advocacy on the Medicaid Buy-in in GA. All staff have gone through the training to become certified application counselors to assist providing resources and useful information when applying for healthcare through the marketplace.

Goal 5: Assist people with disabilities to have accessible transportation while living in the community of their choice through advocacy and education. Objectives: Individuals with disabilities will have increased and accessible access to transportation that is accessible. Action Steps: 1. Research existing (specifically accessible) transportation options, both public and private, in the CIL service area. 2. Expand relationships with policy makers in local transportation planning offices/agencies. 3. Continue to share Transportation Status Reports with local transportation planning offices/agencies. 4. Continue to provide MARTA Mobility application assistance, including eligibility. 5. Continue to participate in the Voucher Transportation Assistance Program to provide additional opportunities and choices to CIL consumers. 6. Advocate for improvements in availability and access to transportation by participating in transportation discussions and forums.

Result: . disABILITY LINK works toward increasing choices and options for transportation. We administer the Voucher Travel Assistance Program (VTAP), through a grant from The Atlanta Regional Authority (ARC), which provides financial assistance for transportation options for people with disabilities During the year our CIL advocated with other organizations regarding increasing the number and availability of accessible taxis in Atlanta. We worked with and was able to negotiate lower costs with different providers. Staff participated in Human Services Transportation Committee to increase access to transportation for people with disabilities, particularly in the suburban and more “rural” areas of Atlanta (and other issues of community accessibility. Staff provided Travel Training services for people with disabilities. We also have been a part in the ARC Regional Planning for pathways and pedestrian walkways. disABILITY LINK also identified and assisted in resolving issues while working with consumers to be their own advocate. The CIL provided support of Concerned Transit Riders for Equal Access (CTREA) to increase grass roots participation in transportation advocacy efforts. Staff and consumers are consultants with the Veteran’s Administration’s (VA) One-Click Program for route planning and increased options, and successfully advocated with the Atlanta Regional Commission (ARC) to expand the program to all people with disabilities, not just veterans. We continue to be an organization that can determine eligibility for the MARTA Mobility Application.

#### Item 2 - Challenges

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

Challenges continue to be in the fact that we are limited to what we can do because of funding restrictions. In order to provide programs that reach all types of individuals and have staff to provide the services wages are lower than what is normally paid for staff with the same qualifications. Our staff is dedicated. We utilize volunteers to fill gaps as well as partnering with organizations and internships that are unpaid. Limited funding restricts our center to be able to do the outreach we need to reach individuals that are underserved. The next fiscal year our ARRA monies will end which will lead to even more challenges in keeping the programs we have established and the staff. Finding funding or increasing funding is a high priority and challenge for us. Discrimination, lack of self-determination and limited choices continue to be experienced by people with disabilities in our service areas. Major concerns include employment, living in the community of choices, services available in order to live independently as well as topics already listed. Challenges continue to be faced upon transportation and the involvement of people with disabilities being decision makers on issues involving them when it comes to local transportation providers. disABILITY LINK and consumers continue to advocate to be part of the voice. Housing continues to be a high challenge in all of our service areas due to older buildings and lack of accessible housing. disABILITY LINK continues to look for resources available, provide the four core services, develop coalitions and support people with disabilities to live full and meaningful lives in the communities of their choice.

#### 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.

The ARRA monies has provided opportunities to hire people with disabilities, some of whom this is their first job or have resumed employment after an extended absence from the job market. This has allowed disABILITY LINK to reach more people in the community to provide more independent living services and develop more programs. Sadly disABILITY LINK if we do not receive additional funding we will lose programs and staff that have been funded under the ARRA monies. disABILITY LINK has been able to hire and focus on individual programs for the underserved population including working with the youth by developing the "Empowering Our Youth", increasing advocacy and IL skills training with "Take Action!" and implementing and developing a veteran’s program. disABILITY LINK has been continued to collaborate on themes and programs related to peer support, Veterans, Housing, and Transportation. Other programs that have been developed over the prior years is a health and wellness program. We have found that our Peer support training has been successful in recruiting board members and volunteers. In addition, the training has been most successful in connecting individuals to a group of support to share experiences in living independently.

### 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.

Goal 1: To operate a center for independent living that conducts all activities within independent living philosophy. Objective: To provide Independent Living Services in 12 Counties of Cherokee, Cobb, Douglas, Coweta, Fulton, DeKalb, Gwinnett, Fayette, Clayton, Rockdale, Newton and Henry. Action Steps: 1. Provide individuals with IL skills training on a variety of topics of interest. 2. Conduct advocacy and educational activities no less than quarterly to address transportation and housing issues. Goal 2: Expand program for youth transition and Veteran transition. Objectives: Support youth with disabilities to successfully transition into adulthood. Support Veterans to successfully transition into civilian life. Action Steps: 1. Expand the youth program that promotes lifelong learning experiences. 2. Provide activities for youth which promote peer relationships and a sense of community on a quarterly basis. 3. Provide outreach activities to local school districts and colleges with two new partnerships. 4. Provide programming to expose veterans to peer interactions and independent living skills. Goal 3: People with disabilities are leaders in all of disABILITY LINK’s activities, and in the community at large. Objectives: Staff and Board of Directors are role models and peers to our community members. Action Steps: 1. Staff and Board members will receive a full orientation and continued training that includes topics related to the independent living philosophy. 2. Staff and Board members will attend trainings that will increase their knowledge of services. 3. Staff will provide training to peers on specific IL skills. Goal 4: Expand and improve the Assistive Technology Program to provide improved access and usage of assistive technology to consumers within disABILITY LINK’s service area. Objectives: Will continue to collaborate with different agencies to expand marketing of Assistive Technology and increase loans and usage to consumers with disabilities. Action Steps: 1. Establish a display of AT devices for consumers to experience 2. Will provide trainings to consumers on AT devices through workshops. 3. Develop a consumer program extending to an internet café for consumers to learn about technology. Goal 5: Wellness, particularly focusing on related secondary conditions of disabilities, will become an integral part of all activities of the organization. Objectives: Individuals will have opportunities to explore the full spectrum of wellness through different venues. Action Steps: 1. Provide an ongoing wellness program with monthly activities. 2. Advocate for expanding the Medicaid Buy-In for workers with disabilities. 3. disABILITY LINK will assist in educating and applying for services with the Affordable Health Care Act. Goal 5: Assist people with disabilities to have accessible transportation while living in the community of their choice through advocacy and education. Objectives: Individuals with disabilities will have increased and accessible access to transportation that is accessible. Action Steps: 1. Continue to research existing (specifically accessible) transportation options, both public and private, in the CIL service area. 2. Expand relationships with policy makers in local transportation planning offices/agencies. 3. Continue to share Transportation Status Reports with local transportation planning offices/agencies. 4. Continue to provide MARTA Mobility application assistance, including eligibility. 5. Continue to participate in the Voucher Transportation Assistance Program to provide additional opportunities and choices to CIL consumers. 6. Advocate for improvements in availability and access to transportation by participating in transportation discussions and forums. 7. Apply for mobility coordination and training grants.

#### Item 2 - SPIL Consistency

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

The work and plans of disABILITY LINK are consistent with the Statewide Plan for Independent Living. One example is disABILITY LINK provides services (including advocacy) in accordance with, “(1.1 Goals and Mission). The mission of Georgia’s Independent Living (IL) Program is to promote a philosophy of independent living that includes consumer control, peer support, self help, self determination, equal access, individual and systemic advocacy, services that maximize leadership, empowerment, independence, and productivity of people with significant disabilities, and promote the integration and full inclusion of people with significant disabilities into the mainstream of American society”. disABILITY LINK remains in frequent contact with The Georgia Statewide Living Council – activities include, attending quarterly meetings, serving on committees, collaborating in advocacy activities, sharing information and making referrals as necessary. Shared goals are reflected in our work plan including transportation and healthcare initiatives.

## 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 |  |
| Community/Grassroots Organizing |  |
| Individual Empowerment |  |
| Systems Advocacy | 1 - Most important |
| Legislative Process |  |

#### Applicable Laws

|  |  |
| --- | --- |
| General overview and promulgation of various disability laws | 2 |
| Americans with Disabilities Act |  |
| Air-Carrier"s Access Act |  |
| Fair Housing Act |  |
| Individuals with Disabilities Education Improvement Act |  |
| Medicaid/Medicare/PAS/waivers/long-term care | 3 |
| Rehabilitation Act of 1973, as amended |  |
| Social Security Act |  |
| Workforce Investment Act of 1998 |  |
| Ticket to Work and Work Incentives Improvement Act of 1999 | 1 - Most important |
| Government Performance Results Act of 1993 |  |

#### Assistive Technologies

|  |  |
| --- | --- |
| General Overview |  |

#### Data Collecting and Reporting

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

#### Disability Awareness and Information

|  |  |
| --- | --- |
| Specific Issues | 1 - Most important |

#### Evaluation

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

#### Financial: Grant Management

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

#### Financial: Resource Development

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

#### Independent Living Philosophy

|  |  |
| --- | --- |
| General Overview |  |

#### Innovative Programs

|  |  |
| --- | --- |
| Best Practices |  |
| Specific Examples |  |

#### Management Information Systems

|  |  |
| --- | --- |
| Computer Skills |  |
| Software | 1 - Most important |

#### Marketing and Public Relations

|  |  |
| --- | --- |
| General Overview |  |
| Presentation/Workshop Skills |  |
| Community Awareness |  |

#### Network Strategies

|  |  |
| --- | --- |
| General Overview |  |
| Electronic | 2 |
| Among CILs & SILCs |  |
| Community Partners | 1 - Most important |

#### Program Planning

|  |  |
| --- | --- |
| General Overview of Program Management and Staff Development |  |
| CIL Executive Directorship Skills Building | 9 |
| Conflict Management and Alternative Dispute Resolution | 4 |
| First-Line CIL Supervisor Skills Building | 1 - Most important |
| IL Skills Modules | 2 |
| Peer Mentoring |  |
| Program Design |  |
| Time Management | 3 |
| Team Building | 5 |

#### Outreach to Unserved/Underserved Populations

|  |  |
| --- | --- |
| General Overview |  |
| Disability |  |
| Minority |  |
| Institutionalized Potential Consumers |  |
| Rural |  |
| Urban |  |

#### SILC Roles/Relationship to CILs

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

#### CIL Board of Directors

|  |  |
| --- | --- |
| General Overview |  |
| Roles and Responsibilities | 2 |
| Policy Development |  |
| Recruiting/Increasing Involvement | 1 - Most important |

#### Volunteer Programs

|  |  |
| --- | --- |
| General Overview |  |

Option Areas and/or Comments

The most critical need area is how the ILA will be implemented to include the fifth core service and how it will be funded.

## 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.

During the reporting year, one of the major highlights was increasing our visibility. We have redesigned our webpage to be more accessible and easier to navigate. We have focused on how to develop partnerships and increase sustainable donors as an avenue of fundraising. We have collaborated with different organizations to host events and have reached out to more than 300 different organizations. This year we held our 25th Gala event and had speakers from national organizations including Kelly Buckland from NCIL, Billy Altom for APRIL, Mike Beers, comedian and recognized youth in disabilities and a local well known professor. The event gathered more than 300 participants but most importantly developed relationships and created an awareness of our center. We also focused on doing outreach efforts. Methods include traditional medium, such as; quarterly newsletters, monthly “Dates to Remember,” fliers for events hosted and supported by disABILITY LINK, presentations to a variety of audiences, meetings with people and organizations that can help us reach people with disabilities (especially underserved populations), booths at resource and transition fairs, distribution of brochures to (literally) hundreds of organizations that serve the general public, as well as people with disabilities, and using every opportunity to share the philosophy and services of a Center for Independent Living such as disABILITY LINK. We worked with Hands on Atlanta program to increase our social media presence. disABILITY LINK has developed a social media presence including an updated web page (that integrates social media), Facebook, Twitter, Tumblr, You Tube, blogs (such as ILiveWithADisability.com and Live Free Project). In the previous fiscal year we saw some great growth and engagement with our online consumers. On Facebook we gained 160 followers bringing our total to 647 mostly local advocates and organizations. On average we get about 278 impressions of our posts with direct daily reach of 93 people. We have an average of 250 consumers of content per month. Due to Facebook’s algorithm we don’t reach all 647 followers with every post without paying for advertising. We do get additional exposure from followers sharing and reposting items, which has resulted in a photo being seen by more than 900 people and some added exposure for events at our center. On Twitter we had amazing growth gaining 1,731 followers bringing our total to 4,920, we had an average 26,472 people directly and thanks to @replies and retweets were exposed to an annual average of 97,318. We have acquired 1,798 views on our YouTube channel which features local advocates, organizations and our Center. All YouTube videos are captioned and accessible. Our Wordpress blog garnered a total of 1,198 views in the past fiscal year, there we blog about current events and topics that are relevant to people with disabilities.

In the past year, one of our biggest successes was working to share information about the ice storms that hit Atlanta. We passed along information about emergency shelters, interpreters, food resources and volunteer attendants. We coordinated with the Georgia Emergency Management Agency, Get Ready Gwinnett and Dekalb Emergency Management Agency to disseminate this information via social media. We had a huge success with several retweets and post shares to reach the most people. This action not only helped empower the people we reached, but potentially saved lives. disABILITY LINK records “Two Minute Advocacy Sessions” with the Georgia Radio reading Service (GaRRS). One session per month is on IL issues and one per month is on transportation issues. GaRRS has a listening population of around 20,000 people with disabilities statewide. disABILITY LINK has a volunteer program that reaches out to consumers both past and present to assist in meaningful tasks and assignments. The youth director is participating in a youth program that we anticipate to bring forth more involvement with the youth. We utilize our webpage and a job board at the offices to post the positions. Volunteer hours include board members, consumers and the community reach well over 3200 hours. Reaching out to the smaller communities due to the travel distances has been challenging. We utilize different methods including video conferencing and telephone conferencing to meet some needs. Staff is continuing to learn our digital management system and capturing all the information that is needed. We have many programs that individuals with disabilities attend. We track how many people attend our different sessions. We serve over 3500 individuals with disabilities through peer support groups, advocacy groups, Nothing about us without us, tech talks, topics of interest, emergency prep, voting education. We continue to work on ensuring that we capture all services provided to consumers with additional training to staff. We expect to have increased activity and services listed over the next fiscal year.

### Section B - Additional Information

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

Over the course of the fiscal year, disABILITY LINK developed a three year strategic plan with a facilitator. The plan was developed with a planning committee, a consultant, a stakeholder survey and the board approval. The most critical areas discussed was finding new affordable and larger office space. This was completed at the end of the fiscal year which will help immensely in keeping programming and staff. Specific goals, objectives and a plan was completed within this. Increasing revenue is a major challenge for disABILITY LINK as the next fiscal year will be the last of the ARRA money that has funded some key staff positions. With the loss of this funding it is essential that revenues are located. Major efforts have been and continue to be explored. Centers for Independent Living have not received an increase but are expected to keep up with the cost of living and wages to employ individuals who are capable of providing services. Several staff members continue to serve on boards. The youth director won an award on youth leadership. The executive director won an award on providing peer mentorship to women with disabilities. The Executive Director is an elected board member on the Associated Program of Rural Independent Living (APRIL) as well as on subcommittees for NCIL. She is also an active member of the Statewide Independent Living Council of GA. Board member serve on multiple disability related organizations including the National Federation of the Blind, Developmental Disability Council of GA as well as many others. disABILITY LINK continues to share the independent living philosophy and services through our service area as well as being peer mentors to other Centers for Independent Living statewide and nationwide. Our work is guided by the vision of people being fully included in our communities.

## 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 | Kim Gibson |
|  | Signed |
| Date Signed (mm/dd/yyyy) | 11/25/2014 |

#### Center Board Chairperson

|  |  |
| --- | --- |
| Name and Title | Garrick Scott |
|  | Signed |
| Date Signed (mm/dd/yyyy) | 11/25/2014 |