

STATE OF NORTH CAROLINA
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF VOCATIONAL REHABILITATION SERVICES

COST ALLOCATION PLAN

Introduction

I. General Information

This plan has been developed in accordance with the cost principles and provisions of 45 CFR Part 74, Part 92 and Part 95 subpart E and OMB Circular A-87. Revisions in the plan will be submitted to the cognizant Federal agency whenever allocation methods shown in the plan become outdated due to organizational changes within the state agency, changes in federal law or regulations, or other similar changes.

Costs directly billed or allocated to the Division of Vocational Rehabilitation Services are further allocated according to the Division's cost allocation plan.

The administration and supervision encompasses the following programs:

A. Federal Programs

1. Rehabilitation Services Vocational Rehabilitation Grants to States, CFDA # 84.126
2. Rehabilitation Services Client Assistance Program, CFDA # 84.161
3. Independent Living State Grants, CFDA # 84.169
4. Supported Employment Services for Individuals with the Most Significant Disabilities Supported Employment State Grants, CFDA # 84.187
5. Assistive Technology, CFDA # 84.224
6. Rehabilitation Training State Vocational Rehabilitation Unit In-Service Training, CFDA # 84.265
7. Social Services Block Grant, CFDA # 93.667
8. Medicaid Infrastructure Grants To Support the Competitive Employment of People with Disabilities, CFDA # 93.768
9. Medical Assistance Program Medicaid; Title XIX, CFDA # 93.778
10. Money Follows the Person Rebalancing Demonstration, CFDA # 93.791
11. Social Security Disability Insurance, CFDA # 96.001
12. Social Security - Work Incentives Planning and Assistance Program SSA Work Incentives Planning and Assistance WIPA Program, CFDA # 96.008

B. State and County Programs, Other Grants

1. State Independent Living – 100% State

C. Private Grants

NARRATIVE

The information related below is to meet the requirements for establishing the State Cost Allocation Plan for the Division of Vocational Rehabilitation Services (DVRS), which falls under the Department of Health and Human Services, State of North Carolina.

The budget and accounting system of the DVRS is based on a series of budget units or responsibility cost centers which have been used as a basis for this plan. The major divisions of responsibility are:

Fund 1110 – Administration

The purpose of this fund is to provide management and administrative support services to clients and employees in accomplishing the mission of the DVRS. Management and administrative support services include planning, developing, coordinating, and evaluating the activities, programs, and services developed under the authority of the Rehabilitation Act and through state appropriations for individuals with significant disabilities ensuring service in a timely manner. Also included in this fund are fiscal and contract management, human resources and training and information technology services.

Fund 1261 – Client Assistance Program

The Client Assistance Program (CAP) acts as a consumer advocate for people with disabilities who are having problems applying for or receiving rehabilitation services. Staff members are knowledgeable about laws, regulations and policies and can help clients understand their rights and work with the system. They can give advice, negotiate on the client's behalf and help with appeals. Consumer Advocacy staff ensures that North Carolinians can exercise their rights under the federal Rehabilitation Act and gain access to services available through the Division of Services for the Blind (DSB) or the DVRS. Individuals can find out more about these services through human services and disabilities support group offices and newsletters as well as by standard mail, e-mail, toll-free telephone or TTY. This service benefits applicants for and individuals determined eligible for DVRS or DSB services. In addition, the CAP's information and referral service lets people with disabilities know about rehabilitation services available in North Carolina and how to qualify for them.

Funds 1262 & 1470 – Outreach Assistive Technology

Services of the N.C. Assistive Technology Program, which include technical assistance, training, demonstrations, equipment loans, and information and referrals, provide access to and information about technology that can help people become more independent in home, school, work and community

life. Services are available statewide through 11 full-service centers and 13 satellite centers, in the home, school or work setting, or by phone or e-mail. These services are state and federally funded and benefit individuals with disabilities of all ages, as well as the professionals and employers who work with them.

Fund 1263 - Service Access Grants

The North Carolina Access Travel Guide for Individuals with Disabilities is developed through funding obtained through proceeds from NC license plate customization fees. The guide informs individuals with disabilities about tourist locations within North Carolina that have accessibility features that enable them to experience increased participation. The travel guide distribution is coordinated by the NC Department of Commerce through its Division of Travel and Tourism.

Fund 1452 – Independent Living Services

Independent Living Services (ILS) prevents institutionalization of persons with significant disabilities, helps to deinstitutionalize individuals whenever possible, and maximizes community living for them and their families as well as other significantly disabled individuals already living in the community. To accomplish this purpose, ILS provides services to maximize independence of persons with significant disabilities within their homes, families, and communities. Services provided include guidance, counseling, evaluation, housing, vehicle and/or home modifications, engineering services, maintenance, and consumer managed attendant care. Where feasible, clients may transition to the vocational rehabilitation program for services. For those who achieve their work goal, ILS may become a resource for maintaining employment in the community. In addition to providing persons with the most significant disabilities with community integrated alternative living, ILS also effectively contains the cost of long-term care.

Fund 1460 - Easter Seals/UCP North Carolina

Easter Seals United Cerebral Palsy (UCP) North Carolina provides services to consumers through a contract with the DVRS. There are two distinct sections within this contract: Durable Medical Equipment (DME) and Community Based Supports (CBS). The DME component helps individuals with a financial and physical need get needed adaptive equipment on a first come, first serve basis. The CBS component provides training to individuals with intellectual and other developmental disabilities in areas such as toileting, feeding, transferring (such as moving from bed into a wheelchair), vocational orientation, adult living skills, community inclusion and adaptive skills. These services benefit North Carolinians with disabilities.

Fund 1480 – Vocational Rehabilitation Services

Vocational Rehabilitation Services (VRS) provide a variety of job related services: job development, outreach and networking with business and industry, job placement, job retention, and on-the-job support to individuals who are eligible for counseling and placement services. Services are provided and

coordinated as agreed upon by the eligible individual and the VRS Counselor in an Individualized Plan for Employment (IPE). Counseling (including information and referral) and placement may extend throughout the entire life of the Rehabilitation Plan for an individual to maintain gainful employment. Also, contractual agreements between the North Carolina DVRS and local school systems provide vocational rehabilitation services to students with disabilities who meet the division's eligibility criteria. These agreements specifically target youth in transition. Furthermore, VRS support the administration and operation of two Community Rehabilitation Facilities. The Eastern and Western facilities provide a variety of services for individuals with significant disabilities in order to help them obtain employment. Once consumers are determined eligible, Vocational Rehabilitation provides the following job related services: vocational evaluation, vocational training, job development, outreach and networking with business and industry, job placement, job retention, and on-the-job supports. In addition, these direct services provide the coordination and procurement of goods and services provided by VRS to assist eligible individuals to obtain and retain employment. Depending on individual needs, services may include assessment, diagnosis and treatment, training, rehabilitation technology, job related services, tools, equipment, and initial stock for small businesses. Additional services provided to support achievement of the employment outcome include transportation, personal assistance, and interpreter and reader services. Successful employment is defined as maintaining a job for a minimum of ninety days and post-employment services may be provided when required for job retention.