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**Independent Living Research Utilization**

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## Strategies for SILC Resource Plan presented by Ann McDaniel

This is the pre-recorded portion of this program. Join Ann live on July **13**, 2016 at 3:00 Eastern Time for a follow-up discussion with Q&A.

# Learning Objectives

- Describe the regulatory requirements regarding SILC resource plan.
- Describe a process for developing SILC resource plan including allowable sources of funding.
- Describe opportunities for SILCs to obtain public and private sources of funding.
- Identify examples of creative approaches & strategies for SILC resource development.

## SILC Resource Plan – Sec. 705 (e)

- Resources – including staff and personnel
- Amount “necessary and sufficient” to carry out the functions of the SILC under Sec. 705 (c)
- Rely on use of resources in existence during the period of the implementation of the SPIL
- *Law requires states to provide a Resource Plan for the SILC – just as it requires state matching funds in order to receive Part B funds - Sec. 704 (b)*

## Sources of Funding – Sec. 705 (e)(1)

- Title VII, Part B funds - **Sec. 713 (a)**
- Title I, Innovation & Expansion (I&E) Funds – **Sec. 101 (a)(18)**
- Other public and private funds

# Uses of Funding

- SILC Duties – **Sec. 705 (c)(1)**
- SILC Authorities – **Sec. 705 (c)(2)**
- Compensation and Expenses – **Sec. 705 (f)**
- Hearings and Forums – **Sec. 705 (d)**

## SILC Duties – Sec. 705 (c)(1)

- Develop the SPIL.
- Monitor, review and evaluate implementation of SPIL.
- Meet regularly – open to public – advance notice provided.
- Submit reports and keep records.
- Coordinate activities with other entities in the State that provide services similar to or complementary to IL services.

## SILC Authorities – Sec. 705 (c)(2)

- To improve services, work with CILs to coordinate services with public & private entities.
- Conduct resource development activities to support SILC activities or to support IL services provided by CILs.
- Perform such other functions
  - consistent with the purpose of Title VII, Chapter 1, and
  - comparable to other functions of the SILC as the SILC determines to be appropriate.

## Compensation and Expenses - Sec. 705 (f)

- Reimburse members for:
  - Reasonable & necessary expenses for:
    - Attending Council meetings.
    - Performing Council duties.
- Pay *reasonable* compensation to members for each day engaged in performing Council duties:
  - If member is not employed.
  - If member must forfeit wages from employment.

## Hearings and Forums – Sec. 705 (d)

- SILC authorized to hold hearings and forums:
  - Determined necessary by Council.
  - To carry out duties of the Council.

## Limitations on SILC

- Cannot provide or manage direct services.
- Cannot lobby with federal funds.

# Preparation of SILC Resource Plan

Law requires a Resource Plan for the SILC be provided – **Sec. 704 (b)**.

- Part of SPIL development process.
- “In conjunction with the DSE.”
- Resources – including staff and personnel.
- Amount “necessary and sufficient” to carry out the functions of the SILC under **Sec. 705 (c)**.
- Rely on use of resources in existence during the period of the implementation of the SPIL.

## Using Title VII, Part B funds?

- Law **allows** use of Part B funds – **Sec. 713 (a)**.
- CILs have to agree on use of Part B funds.
- Amount for SILC Resource Plan limited to 30% of the Part B appropriation (including State match) *unless you justify using more in the SPIL.*

# Using Title I, Innovation & Expansion funds?

- Law **requires** use of Title I I&E funds – **Sec. 101 (a)(18)**.
- DSE has to agree on:
  - Use of I&E funds.
  - Amount of I&E funds used.

# Using Social Security Reimbursement Funds?

- DSE has to agree on:
  - Use of SSR funds.
  - Amount of SSR funds used.

## Other funds?

- Process depends on funding source.
- Funds included in the “Resource Plan” restricted for SILC duties and authorities regardless of funding source.

## “Necessary and sufficient”?

- To support SILC Duties:
  - Fulfill SILC responsibilities.
  - Conduct authorized SILC activities.
- To provide staff support without conflict of interest:
  - Salaries and benefits.
  - Office space and utilities.
  - Equipment and supplies.
  - Travel and training.

## “Necessary and sufficient”? cont’d.

- To support SILC members:
  - Reimburse “reasonable and necessary” expenses.
    - Travel
    - PAS
    - Respite
    - Other expenses related to attending meetings

## “Necessary and sufficient”? cont’d. 2

- To conduct SILC meetings:
  - Meeting space
  - Interpreters
  - Materials, including alternate formats
  - Facilitator/mediator when needed

## “Necessary and sufficient”? cont’d. 3

- To conduct SILC Authorities as specified in SPIL.
- To not be “part of any State agency.”
- To be autonomous.

## Negotiating the Plan with the DSE

- Use a collaborative process.
- Consider the DSE a partner:
  - Responsible for providing funding for the SILC resource plan.
- Don't make demands – justify funding needed.
- Make the SILC an asset the DSE needs and wants to support.
- Know what the law says better than anyone else.

# Collaborative Process

- Clarify role of SILC:
  - SPIL development & monitoring.
  - State level collaborations & advocacy.
  - How can SILC benefit DSE?
- Allow for negotiation and give & take:
  - How to ensure resource plan is adequate.
  - What sources of funding to use.
- Have a facilitator to mediate the discussion and reach resolution:
  - To provide impartial direction through the process & to mediate stressful discussions.

## What if SILC & DSE don't agree?

- SILC Resource Plan is required in SPIL.
- SPIL cannot be completed, submitted, and approved without it.
- Without an approved SPIL – no Title VII funding will come to your state – no Part B – no Part C.

## What if VR is not your DSE?

- If a state agency other than the DSU for the Vocational Rehabilitation program is selected as the DSE:
  - What resources can the new DSE bring to the SILC Resource Plan?
    - Funding?
    - In-kind?
  - Can the DSU be compelled to provide I&E funds?
    - Have they done so previously?
    - Law requires that they do so.
    - What is the “value” of the SILC to the DSU?

## Amount of Funding needed?

- Consider what is critical to:
  - SILC autonomy.
  - Ability to fulfill SILC Duties.
  - Ability to conduct SILC Authorities.
  - Ability to fulfill SILC responsibilities in SPIL.
- Consider what can be obtained In-Kind without impairing autonomy.

## SILC Budget vs. SILC Resource Plan

- SILC Resource Plan is the funding provided and used to fulfill SILC duties and authorities.
- If you are a non-profit SILC, you should have a budget that includes:
  - SILC Resource Plan funding.
  - Other sources of funding for other uses.

# SILC Budget vs. SILC Resource Plan, cont'd.

- You have to show separation of funds:
  - Clean separation and tracking of funding.
  - Separation of administrative costs – you can't use Resource Plan funded staff, facilities, equipment, etc. to conduct activities that are not allowable within the SILC Resource Plan.
  - To conduct activities outside your SILC duties & authorities AND outside your SILC resource plan – you must show funding in your budget that supports all the costs.

# Resource Development

- A new SILC Authority – SILCs can now opt to do this with funds in your Resource Plan – **Sec. 705 (c)**.
  - Must indicate in your SPIL that you are going to do it.
- Funds developed can be used to:
  - Support SILC duties.
  - Support SILC authorities.
  - Support provision of IL services by CILs.

## Resource Development, cont'd.

- You need to track funding spent on Resource Development AND how the funds developed are used.
  - Register as a “charitable organization” in your state.
  - Provide required reports.
- Funds developed using funds from your SILC Resource Plan have to be used for allowable SILC activities – they are NOT unrestricted funds.
- You CAN develop unrestricted funds – but you can’t use Resource Plan funds to do it.

# Organizing Strategies

- Pursue resource development consistent with your mission, vision, goals, and organizational needs.
- Do not tailor activities/proposed activities around what funding you think you may be able to get.
  - *What you need funding for determines where you may be able to find it.*
- Recruit the skills you need:
  - Fundraising professional.
  - Board members with skills & experience.
  - Volunteers.

# Form a Development Committee

- Direct board involvement is critical in resource development.
- Create a committee “statement of purpose.”
- Revise council member expectations to include giving.
- Establish a “culture of giving” among members & former members.
  - Board support is important to future funders.
- Create a development plan with multiple strategies that can be supported by the full council.
- Key concepts:
  - “You don’t ask – You don’t get.”
  - “Who do you know?” – Have a form to assess it (people, businesses, foundations).
    - Council members.
    - Staff.

# General Resource Development Strategies

- SILC website and social media
- Annual Fund and year end appeal to your members, former members, business partners, advocates, stakeholders, others?
- Collaborations
- Maximize connections
- Recognize donors
- **What has been your experience?**

# Approaching Grants

- How do you search Federal/State sources for relevant opportunities?
- How do you search foundation, business, and private funding sources for projects?
- How do you address grant writing, staff capacity, and project self-sustainment issues?
  - **What has worked/not worked for you?**

# West Virginia Funding/Revenue Examples:



- West Virginia:
  - Provide administrative support for a state funded program for a percentage of the funds totaling \$21,834.
  - Disability Caucus conducted with funds outside the SILC resource plan (SSR\$ from the DSE) netted \$9,874 in unrestricted funds.
    - Grants secured to support the Caucus included:
      - Appalachian Community Fund
      - Christopher and Dana Reeve Foundation
      - Mid-Atlantic ADA Center
      - Toyota
      - WV Department of Health & Human Resources
  - Contract with statewide grassroots advocacy group to serve as fiscal agent for a fee of 5% of funds processed.

## Other Sources of Funding/Revenue

- What other sources of funding/revenue have you been able to pursue or successfully develop?

## Additional Considerations

- Describe process to address resource development activities in your SPIL.
- How SILC is organized & how SILC funding is processed affects opportunities
- Cost-allocation vs. indirect cost rates?  
<http://www.ilru.org/training/new-indirect-cost-rate-requirements-for-cils>
  - **Other feedback on the process?**

# Contact Information

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# Evaluation Survey

Your feedback is important to us! Please open the link below to complete your evaluation of this program:

<http://www.surveygizmo.com/s3/2892607/SILC-NET-Webinar-Strategies-for-SILC-Resource-Plan-June-30-2016>

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