Town of Richmond

Request for Special Appropriations

Request for Fiscal Year: 2025

Organization's Name: VT Center for Independent Living

Address: 11 East State Street

City, State, Zip: Montpelier, VT 05602

Website address: www.vcil.org

A. GENERAL INFORMATION

- 1. Program Name: <u>N/A</u>
- Contact Person/Title: <u>Linda Schwaner, Development Director</u> Telephone Number: 802-224-1819 E-mail address: lindam@vcil.org
- 3. Total number of individuals served in the last complete fiscal year by this program: <u>~2,436</u>
- 4. Total number of the above individuals who are Town residents: <u>1</u>
 Please attach any documentation that supports this number. <u>Please see attached summary report.</u>
 Percent of people served who are Town residents: <1%
- 5. Amount of Request: <u>\$375.00</u>
- 6. Total Program Budget: <u>\$3,201,013.00</u>

Percent of total program budget you are requesting from the Town of Richmond: <a>.01%

- 7. Please state or attach the mission of your agency: <u>Please see attached.</u>
- 8. Will the funding be used to:
 - X Maintain an existing program Expand an Existing Program

__Start a new program

9. Has your organization received funds from the Town in the past for this or a similar program? Yes.

If yes, please answer the following:

- a. Does the amount of your request represent an increase over your previous appropriation? If yes, explain the reason(s) for the increase. $\underline{N/A}$
- b. Were any conditions or restrictions placed on the funds by the Selectboard? If yes, describe how those conditions or restrictions have been met. N/A

B. PROGRAM OVERVIEW

1. Statement of Need: Identify the issue or need that the program will address (use statistical data to justify the need for the program). To what extent does this need or problem exist in the Town of Richmond?

VCIL has specific programs that benefit the residents of Richmond, including the Sue Williams Freedom Fund, which provides grant dollars for assistive technology not otherwise covered by insurance (hearing aids, vehicle modifications, scooters etc), Meals on Wheels for people under the age of 60 and who have a disability (the Council on Aging serves people over the age of 60) and the Home Access Program, providing ramps and bathroom modifications to residents. VCIL's Peer Advocate Counselors (PACs) offer peer-to-peer services for people seeking assistance because of barriers they are experiencing. **All** of our PACs have disabilities themselves and have navigated many of these barriers already. This past year five residents utilized our Information, Referral and Assistance program.

In addition to people served, VCIL offers technical assistance to the business community on the Americans with Disabilities Act and other disability-related laws.

According to the U.S. Census, 20 percent of Vermonters have a disability. The programs offered at VCIL to residents of Richmond afford them greater independence.

2. Program Summary:

a. Identify the target/recipients of program services. Specify the number of Town residents your program will serve during the fiscal year and explain the basis upon which this number is calculated. Indicate any eligibility requirements your program has with respect to age, gender, income or residence.

In the previous year, VCIL served five residents of Richmond. Considering that 20 percent of the population has a disability, this number can vary greatly from year to year depending on the needs of the residents.

In addition to the number of residents, the type of service will vary. Some business owners needing technical assistance can reach out for a quick phone call, while another resident may need a home modification which can cost up to \$15,000.

Eligibility varies from program to program. For the business community, anyone that has a question about disabilityrelated laws can contact us.

For the Home Access Program and Sue Williams Freedom Fund there are income limits (must not exceed 80 percent of the HUD median income), and one must have a disability that directly relates to the need requested (home modification or assistive technology). Our Meals on Wheels program is for people with disabilities under the age of 60 (Council on Aging takes over at 60).

The Peer Advocate Counseling Program is offered to anyone who has a disability and wants to work on specific independent living goals. The peer must be engaged in the process of working on goals identified.

b. Identify what is to be accomplished or what change will occur from participating in the program. How will people be better off as a result of participating in the program? Describe the steps you take to make the project known to the public, and make the program accessible and inclusive?

VCIL staff work with program participants to develop an Independent Living plan and that plan addresses specific goals to living independently and the steps needed to obtain the goals. The peer advocate counseling staff work with peers to achieve those goals. Residents on our Meals on Wheels program receive one hot and nutritious meal a day which they do not feel they are able to do on their own in their current living situation. Our outreach team continues to work to let more people know who VCIL is and what we do with a focus on underserved populations. We have a PSA about VCIL and videos are on YouTube for our Youth Transition Program. Our PACs travel to schools to discuss what the options are after high school.

Other outreach techniques include social media (Facebook and YouTube), VCIL's website, and outreach to community organizations, the state and other partners about our services/programs. With the current pandemic our PACs are really going above and beyond and delivering groceries or providing transportation options. We are hoping to send out a 3rd care package to peers in the next couple of months.

VCIL strives to be accessible and inclusive. We have policies and procedures for reasonable accommodations. We complete cultural competency assessments and continuously work to be more inclusive of our programming, additional race training will take place in FY'23,

3. Program Funding:

a. Identify how Town funds, specifically, will be used (i.e., funds will provide "X" amount of units of service.)

VCIL will use the funding for our Peer Advocacy Counseling Program (PAC) and for Information, Referral and Assistance (IR&A). These programs are at the heart of VCIL's work and allow residents to access information about disability-related laws, services and programs. The PAC program provides residents one-on-one support when overcoming barriers they are experiencing because of disability. We work with residents to develop an Independent Living Plan and set goals. We then work one on one in helping residents achieve those goals. Our peer counselors all have disabilities themselves and understand through personal experience and training how to overcome obstacles that people with disabilities often face, especially when seeking housing, employment and transportation services. Since the flood our Peer Advocate Counselors and our I,R&A specialist have been receiving many more calls regarding services available. Our I,R&A specialist is on the the FEMA zoom meeting weekly acquiring the information that our peers are seeking. Our PAC's have been on the ground helping displaced peers in anyway they could.

b. List the other agencies to whom you are submitting a request for funds for this program and the amount requested. How would this program be modified should revenues be lost? <u>VCIL appreciates the assistance from the town and these funds, combined with grants received from other organizations, cities/towns and private donations, enable us to offer the services when needed to individuals with disabilities. *(please see attached budget and FY'24 Towns Requesting allocations from)*</u>

C. ORGANIZATIONAL CAPACITY

1. Describe your agency's capability to provide the program including its history, previous experience providing this service, management structure and staff expertise.

Since 1979, the Vermont Center for Independent Living (VCIL) has provided services to enhance the lives of people with disabilities living independently and staying where they choose, in their Richmond home.

VCIL evaluates the needs of individuals with disabilities through an annual survey. The need of individuals range from getting and understanding information to access programs/services, accessing transportation, needs for meals on wheels and accessibility modifications in the home. Many of the individuals VCIL works with are considered "vulnerable" and through support and other services residents are less exposed to vulnerabilities.

VCIL employs people who have disabilities and they work 1:1 with residents who have disabilities and use their personal experience as an individual who has a disability to help others navigate complicated systems, and teach the skills that allow individuals to be more confident and advocate for their own needs.

VCIL provides technical assistance to business owners and municipalities on the Americans with Disabilities Act (ADA) and other disability related laws. This allows for businesses to be less exposed to complaints and litigation and allows people with disabilities to have access to goods, services and employment opportunities.

VCIL provides home access modifications to those who have physical disabilities and need a ramp or bathroom access, Meals on Wheels to people with disabilities under the age of 60 who cannot prepare their own meal, assistive technology grants and farm assessments. VCIL is also home to the VT Telecommunications Equipment Distribution Program (VTEDP) which provides telecommunications equipment to enable low-income Deaf, Deaf-blind, and hard of hearing individuals to communicate by telephone.

These services all make a difference in individual lives and allow individuals with disabilities to achieve personal goals of living in their own home, raising children, going to community outings, employment and volunteerism.

2. How will you assess whether/how program participants are better off? Describe how you will assess program outcomes. Your description should include: what (what kind of data), how (method/tool for collecting the data), from whom (source of data) and when (timing of data collection).

Every January, VCIL sends out a survey to over 1,000 peers statewide that measures overall satisfaction with VCIL, what has improved in their life as a result of working with VCIL, advocacy issues peers would like to see us focus on and satisfaction within the particular program peer was enrolled in. This past year's survey once again focused on support groups in light of the pandemic. Since many of our peers have compromised immune systems they are still feeling isolated. We now have a Traumatic Brain Injury, Men's Group, Women's Group and a Deaf and Hard of Hearing support group and asked what other groups people would be interested in. There is also a "Long Haulers Group" that VCIL is involved in for people experiencing ongoing issues from Covid-19.

As an organization, VCIL uses Results Based Accountability as the tool for evaluation and planning. We also see the direct result of skills training and social interaction in the increase in peer leaders who are conducting workshops, facilitating meetings, and talking to their legislators about advocacy issues that affect them. An audit at the end of a fiscal year to determine how many of our peers have reached their set goal is also a way for our Peer Advocate Counselors (PACs) to measure success or to follow-up with said peer to find out what else needs to be done.

3. Summarize or attach program and or service assessments conducted in the past two years.

Please find peer survey attached. In addition, programs within VCIL have evaluation procedures.

4. Does your organization have a strategic plan and a strategic planning process in place? If yes, please attach your plan.

The strategic plan should include a mission statement, goals, and action steps to achieve the goals, and measures that assess the accomplishments of the goals.

Please find our strategic plan attached.

5. What is the authorized size of your board of directors? Up to 15 members.

How many meetings were held by the board last year?

Full board meetings are held quarterly, in addition we have Program, Executive and Finance Committees made up of board members, and the committees meet six times a year. After the flood several more "emergency" meetings were held in order to move forward work from home policies, bid approval for building repairs etc.

6. Does your organization have an audit performed? If yes, the audit must be provided to the Town Manager upon request. <u>Yes.</u>

I, the undersigned, confirm the information contained herein is accurate and can be verified as such. I understand and agree that if the requested funds are approved, the disbursement of funds are subject to all conditions established by the Richmond Selectboard.

Sarah Laurderville

Signature of Applicant:

Date: 10/20/2023

Print Name of Applicant and Title: Sarah Launderville, Executive Director

A. 4 THE VERMONT CENTER FOR INDEPENDENT LIVING #03-0271000 TOWN OF RICHMOND SUMMARY REPORT

Request Amount: \$375.00

For over 44 years, The Vermont Center for Independent Living (VCIL) has been teaching people with disabilities and the Deaf how to gain more control over their lives and how to access tools and services to live more independently. VCIL employees (85% of whom have a disability) conduct public education, outreach, individual advocacy and systems change advocacy to help promote the full inclusion of people with disabilities into community life.

In FY'23 (10/2022-9/2023) VCIL responded to thousands of requests from individuals, agencies and community groups for information, referral and assistance and program services for individuals living with a disability. VCIL Peer Advocate Counselors (PACs) provided one-on-one peer counseling to **140** individuals to help increase their independent living skills and **4** peers were served by the AgrAbility program. VCIL's Home Access Program (HAP) assisted **178** households with information on technical assistance and/or alternative funding for modifications; **115** of these received financial assistance to make their bathrooms and/or entrances accessible. Our Sue Williams Freedom Fund (SWFF) provided **73** individuals with information on assistive technology; **41** of these individuals received funding to obtain adaptive equipment. **379** individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60. Our Vermont Telecommunications Equipment Distribution Program (VTEDP) served **17** people and provided **7** peers with adaptive telecommunications enabling low-income Deaf, Deaf-blind, Hard of Hearing and individuals with disabilities to communicate by telephone.

VCIL's central office is located in downtown Montpelier (although we are working from home as our office (along with so many others) was devastated in the July flood and we have four branch offices in Bennington, Chittenden, Rutland and Windham Counties. Our PACs and services are available to people with disabilities throughout Vermont.

During FY'23, **5** residents of **Richmond** received services from the following programs:

•Information Referral and Assistance (I,R&A)

Mission Statement

7

The Mission of the Vermont Center for Independent Living is to empower Vermonters with disabilities, Deaf Vermonters, and others to tear down the physical, communication, and attitudinal barriers that keep us from realizing our full human potential.

Together, we will build communities to:

- •achieve our human and civil rights and equal access to services and opportunities;
- have available ongoing resources and options for independent Living;
- •realize our power to control and direct our own lives.

We join together to celebrate our diversity and the common goal for the full inclusion of all persons in the life of our communities.

B.3.b C&T's VCIL Requested Appropriations From

	FY24		FY24
City/Town	Amount Requested	City/Town	Amount Requested
Albany	150.00	Fayston	100.00
Alburgh	175.00	Ferrisburgh	250.00
Andover	55.00	Fletcher	75.00
Arlington	295.00	Glover	245.00
Bakersfield	95.00	Goshen	80.00
Barnet	280.00	Grafton	105.00
Barre City	3000.00	Granby	105.00
Barre Town	2000.00	Granville	80.00
Belvidere	195.00	Greensboro	210.00
Bennington	5000.00	Guildhall	75.00
Berkshire	180.00	Hartford	845.00
Berlin	1000.00	Hartland	160.00
Bethel	150.00	Highgate	380.00
Bloomfield	75.00	Hinesburg	200.00
Brattleboro	1600.00	Hubbardton	155.00
Bridport	190.00	Huntington	250.00
Brighton	150.00	Isle La Motte	295.00
Brookfield	500.00	Jamaica	250.00
Brookline	80.00	Jay	200.00
Brookline	80.00	Jericho	150.00
Brunswick	50.00	Leicester	145.00
Calais	415.00	Lemington	75.00
Cambridge	385.00	Lowell	90.00
Cavendish	100.00	Ludlow	360.00
Charlotte	200.00	Lunenburg	200.00
Corinth	170.00	Maidstone	150.00
Coventry	130.00	Manchester	420.00
Craftsbury	140.00	Marshfield	150.00
Danby	180.00	Middlesex	195.00
Dummerston	100.00	Middletown	100.00
		Springs	
Duxbury	150.00	Milton	300.00
East Montpelier	250.00	Monkton	195.00
Eden	165.00	Montpelier	5000.00
Elmore	400.00	Mount Holly	100.00
Essex/Junc.	1500.00	Mount Tabor	55.00
Fairfax	500.00	New Haven	215.00
Fairlee	155.00	Newark	300.00

City/Town	FY24 Amount	City/Town	FY24 Amount
Newfane	Requested 220.00	Tunbridge	Requested 150.00
North Hero	310.00	Underhill	200.00
Northfield	1000.00		70.00
Peru	140.00	Victory	450.00
Pittsfield	75.00	Waitsfield	145.00
Pittsford	314.00	Walden	250.00
	100.00	Wallingford	100.00
Plainfield	175.00	Waltham	480.00
Plymouth	420.00	Washington	365.00
Poultney	440.00	Washington	600.00
Pownal	250.00	Waterbury	
Proctor	1000.00	Weathersfield	185.00
Randolph	-	Wells	160.00
Readsboro	230.00	West Fairlee	130.00
Richmond	375.00	West Windsor	140.00
Royalton	305.00	Westfield	95.00
Rupert	120.00	Westford	100.00
Rutland City	10,000	Westminster	110.00
Rutland Town	535.00	Westmore	80.00
Ryegate	265.00	Weston	230.00
Sandgate	95.00	Wheelock	85.00
Searsburg	90.00	Williamstown	500.00
Shaftsbury	1000.00	Williston	600.00
Sheldon	100.00	Woodbury	210.00
Shrewsbury	170.00	Woodford	250.00
St. Albans Town	500.00	Worcester	200.00
St. George	100.00		
Stannard	80.00		
Starksboro	250.00		
Stockbridge	230.00		
Stowe	420.00		
Strafford	200.00		
Stratton	500.00		
Sudbury	80.00		
Sutton	1000.00		
Swanton	500.00		
Tinmouth	80.00		
Townshend	255.00		

VCIL 2023 peer survey

Thank you for taking time to let us know about your experience with our organization this past year. For those of you who return completed surveys by February 15, 2023, you will be entered into a drawing to receive one of three \$100 debit cards.

If you would prefer to take the survey:

- Over the phone, please call 1-800-639-1522 (voice)
- By using ASL please call Val Hughes at 802-275-0099 (videophone)

Satisfaction with VCIL Overall

1. Please select which program(s) you have utilized (select all that apply)

AgrAbility	Peer Advocacy Counseling Program
Community Access Program	RISE
Home Access Program (HAP)	Sue Williams Freedom Fund (SWFF)
Information, Referral & Assistance	VT Telecommunications Equipment Distribution Program (VTEDP)
Meals on Wheels (MOW) (if under age 60)	Other:

Please rate your overall experience with VCIL. Select an option that represents your experience from Agree to Disagree for each of the following items.

		Agree	Disagree
2.	Staff members are well informed		
3.	Staff members treat me with respect		
4.	I receive(d) my services in a timely manner		
5.	I am satisfied with my overall experience		

6. What has improved in your life as a result of working with VCIL?

Please turn over, questions on both sides

7. VCIL works wi	th the Vermont	Coalition of Di	sability Rights	(VCDR)
	gular legislative	e updates relat	ed to disability	y issues
through email.				

Yes! Add me to the	email list serve!	Name			
	I	Email:			
8. Would you be interest Yes No No If yes, what type of gro		_			ıps?
9. If you choose to become quarterly newsletter, library for free loans of	me a member o invites to VCII	of VCIL . event	. you will s and acc	receive a cess to VCII	_′s
delivery and return). I'd like to become	a member of V	CIL!	Yes	No	
Name:					
I do not have emai address on file, please p	il, please mail r	ny new	vsletter (v	ve have your	
10. Are you able to conn need to? Yes		health	care prov	iders when	you
If no, why not?					
11. Number of Covid How many times How many times	have you ever				
12. On a scale of 1-5 "many actions taken" it comes to protecting), how would y	ou rat	e your cu	rrent level	-
No Actions Taken 1 2	3	Mar 4	y Actions	Taken 5	

13. In the past year, have you limited any of the following activities for yourself or others in your household as a result of COVID concerns?

Medical or dental care	ducation/schooling
Work or volunteer hours	In-person visits with friends or family
Going to the grocery store	or pharmacy
Other necessary activities care, car care, etc.)	(voting, visits to post office, DMV, pet
Other:	
–	. can do to help with any of the above
impacts?	
5. What else would you li	ke to share with us to help VCIL provide ire pandemics or emergencies?
5. What else would you li	ke to share with us to help VCIL provide
5. What else would you li	ke to share with us to help VCIL provide ire pandemics or emergencies?
5. What else would you li support now or for futu	ke to share with us to help VCIL provide ire pandemics or emergencies?
5. What else would you li support now or for futu 6. Are you registered to 7. If no, would you like t	ke to share with us to help VCIL provide ire pandemics or emergencies?

If you do not receive Meals on Wheels through VCIL, the survey is now complete. (If you are 60 or over, VCIL does <u>not</u> provide your meals.)

Please turn over IF you receive Meal on Wheels from VCIL

Satisfaction with Meals on Wheels

		Agree	Disagree
19.	I received my application in a timely manner		
20.	VCIL Meals on Wheels staff were helpful.		
21.	Meals on Wheels staff were easy to reach.		
22. Do	you eat the meals that are delivered? Yes No Somet	mes	
add [24. Hov	the days you eat a meal from Meals on W itional food do you eat? (check all that ap It is my only meal I eat 1 other meal I eat 1 other meal I eat 1 other meal I eat snace I eat snace I eat snace I eat snace I ways I usually I sometimes	ply) neals cks	much
	x would you rate the quality of Meals on V xcellent Very Good Good Fai		
26. Do	services received from Meals on Wheels h	elp you to:	:
Feel bet Improve	thier foods? Yes No Not sure ter? Yes No Not sure your health? Yes No Not sure to live at home? Yes No Not sure		

27. What recommendations do you have for improving Meals on Wheels?

28. In addition to my Meals on Wheels meal, I eat the following: (check all that apply)

I eat microwavable meals	I eat at community meals
I eat sandwiches	I eat with family/friends
I eat take-out food	Other

29. If VCIL no long provided Meals on Wheels for you, what would you do? (check all that apply)

Get	t help from family and friends	Move to a nursing home or assisted living facility
Mo	ve in with family	Other:

To empower Vermonters with

-Disabilities, Deaf Vermonters, and others to tear down the physical,

communication, and attitudinal barriers that keep us from realizing our full human potential

VISION: To be recognized as the place where we join together to celebrate our diversity and the common goal for the full inclusion of all persons in the life of our communities

	STATEGIC PILLARS:					
Independent	Program	Financial	Organizational	Legislative		
Living	Awareness	Sustainability	Effectiveness	Advocacy		
	STATEGIC OBJECTIVES:					
1. Provide access to	1. Better define &	1. Diversify & expand	1. Refine program	1. Assess important		
services/equip.	articulate what	revenue sources.	procedures.	disability related		
that will enable	VCIL is and does.	2. Build financial	2. Continue	issues at the local,		
People with	2. Develop a PR	Reserves.	collaborations and	state, and federal		
Disabilities to	Campaign.		partnerships with	level.		
remain in their own	3. Increase		other agencies.	2. Prioritize &		
homes and access	Membership.			Develop strategies		
their communities.				for advocacy.		
	LONG	TERM STRATEGIC OUTCO	DMES:			
Accessible housing	VCIL will be	VCIL's dependence	 Strong program 	Public buildings		
stock is increased	recognized as the	on state and	offerings with VCIL	and events will be		
Peers are able to	place to go for	federal grants will	 No wrong door – 	accessible to all		
advocate for their	help with disability	be reduced	peers can enter	The disability voice		
needs	related issues	 Adequate 	any agency and get	will be included in		
Adaptive Equip is		operating reserves	referred to services	laws		
readily available			needed			
	PER	FORMANCE MEASUREME	NT:			
• #/% increase in #	Awareness levels	% Revenue by	Consumer	 Increased access 		
living indep		source	satisfaction			

Vermont Center for Independent Living Approved FY24 budget

	FY 24 Budget
Federal Grants 704 North Balance Prior Year	135,000
704 North	762,927
704 South ACL-N-PH	332,070
ACL-S-PH	181,000
SILC grant NIDILRR	170,000 16,000
USDA FY(20-22)	-
USDA FY22-23) USDA (FY23-24)	
N COVID	-
S COVID	-
State Grants VHCB	745,000
Meals on Wheels	499,521
DAIL-MFAP Other Grants	-
MFP	84,747
EDP grant VR Youth	75,000 100,000
Misc Income	100,000
Cities & Towns	62,000
Donations - Unrestricted Program/Rest Donations	30,000
Independent Sponsorship	-
Other Income Investment Income	7,748
Total Income	3,201,013
	FY24 Proposed Budget
Specific Assistance	
VHCB	605,524
Meals on Wheels SILC Grant	389,879 55,000
EDP equipment	36,000
ACL-PH USDA (FY23-24)	-
MFP	75,000
Total Specific Assistance	1,161,403
Salaries & Fringe	
Salaries Fringe Benefits	1,048,311 333,491
Total Salaries & Fringe	1,381,802
Operating Expenses	
Professional Services	258,500
board expenses Reasonable Accomodations	3,000 31,000
Occupancy	89,405
Travel-Mileage	11,000
Printing & Publication Telecommunications	400 25,684
Supplies	40,000
General Insurance	24,135
Postage	10,000
Postage Equip Lease, Repair & Maint	10,000 18,000
Equip Lease, Repair & Maint Advertising & Outreach	18,000 15,000
Equip Lease, Repair & Maint Advertising & Outreach Dues & Subscriptions Training/conferences	18,000 15,000 8,500 15,000
Equip Lease, Repair & Maint Advertising & Outreach Dues & Subscriptions Training/conferences Depreciation Expense	18,000 15,000 8,500 15,000 22,500
Equip Lease, Repair & Maint Advertising & Outreach Dues & Subscriptions Training/conferences	18,000 15,000 8,500 15,000
Equip Lease, Repair & Maint Advertising & Outreach Dues & Subscriptions Training/conferences Depreciation Expense Peer skills training	18,000 15,000 8,500 15,000 22,500 1,000
Equip Lease, Repair & Maint Advertising & Outreach Dues & Subscriptions Training/conferences Depreciation Expense Peer skills training Reserve/Special Projects	18,000 15,000 8,500 15,000 22,500 1,000 84,683