



VOCATIONAL REHABILITATION (VR) STATE PLAN

**THE ROLE & RESPONSIBILITIES OF THE STATE
REHABILITATION COUNCIL (SRC)**



**SPECIAL THANKS TO RSA
FOR THE USE OF THEIR
JUNE 2013 STATE PLAN
POWERPOINT!!!**

- **WHAT IS THE STATE PLAN?**
- **THE REGULATIONS**
- **THE ROLE & RESPONSIBILITIES OF THE SRC**
- **COMPLETING ATTACHMENT 4.2 (c)**
- **MONITORING SRC RECOMMENDATIONS**
- **RESOURCES**

OVERVIEW





WHAT IS THE STATE PLAN?

THE STATE PLAN = ROAD MAP FOR THE VR PROGRAM

- DESCRIBES THE AGENCY'S POLICIES AND PROCEDURES
- PROVIDES ASSURANCES THE AGENCY WILL FOLLOW STATUTORY REQUIREMENTS
- DESCRIBES THE AGENCY'S GOALS AND STRATEGIES TO INCREASE EMPLOYMENT OPPORTUNITIES FOR INDIVIDUALS WITH DISABILITIES
- PROVIDES SRC INPUT WITH RECOMMENDATIONS WITH REGARD TO THE VR SYSTEM



KEY:

- **EACH VR AGENCY RELIES ON A FEDERAL GRANT FROM RSA TO MAINTAIN THE PUBLIC VR PROGRAM IN THEIR STATE.**
- **THE STATE PLAN IS THE TOOL THAT MUST BE SUBMITTED BY THE DESIGNATED STATE AGENCY (DSA) TO THE SECRETARY OF EDUCATION TO OBTAIN APPROVAL ON THE PLAN THAT CONTAINS A DESCRIPTION OF THE STATE'S VR SERVICES PROGRAM ALONG WITH ANY OTHER INFORMATION REQUESTED.**
- **ONCE APPROVAL IS RECEIVED FROM RSA, THE DESIGNATED STATE UNIT (DSU) WILL UPHOLD THE POLICIES, PROCEDURES AND PROGRAMMING COMMITTED TO IN THE STATE PLAN, USING THE FEDERAL FUNDING TO ENSURE THAT CITIZENS WITH DISABILITIES WILL BENEFIT FROM QUALITY, MEANINGFUL, AND COMPETITIVE EMPLOYMENT OUTCOMES.**



**The State Plan is:
a contract between the
DSU & Rehabilitation
Services Administration (RSA)**

Following the guidelines:

- STATE PLANS ARE DUE ANNUALLY (JULY 1) AND MUST BE APPROVED PRIOR TO THE START OF THE FEDERAL FISCAL YEAR (OCTOBER 1)
- THE STATE PLAN IS A FORM (OMB 1820-0500) THAT CONTAIN ASSURANCES AND ATTACHMENTS
 - ALL ASSURANCES AND SOME ATTACHMENTS ARE REQUIRED TO BE SUBMITTED OR UPDATED ANNUALLY
 - SOME ATTACHMENTS REQUIRE UPDATES ONLY WHEN CHANGES OCCUR
- THE RESPONSES TO STATE PLAN ASSURANCES AND ATTACHMENTS ARE SPECIFIC TO EACH VR AGENCY





The following Attachments must be updated annually:

Attachment 4.2(c) - Input from the SRC (if agency has a SRC);

Attachment 4.10 - Comprehensive System of Personnel Development (CSPD);



Attachment 4.11(b) – Annual Estimates;

Attachment 4.11(c)(3) –Description of Order of Selection (only if agency is implementing an Order of Selection);



Attachment 4.11(c)(4) – Goals and Plans for Distribution of Title VI-B Funds;

And

Attachment 4.11(e)(2) – Report of Progress.

**THE DSU
ACTIVELY
CONSULTS WITH
THE SRC, IN
ADDITION TO THE
CLIENT
ASSISTANCES
PROGRAM (CAP)
DIRECTOR &
TRIBAL
ORGANIZATIONS
(INCLUDING
NATIVE
AMERICANS OR
HAWAIIAN
TRIBES), IF
APPLICABLE**



**THE DSU MUST
HOLD PUBLIC
HEARINGS
THROUGHOUT
THE STATE
PRIOR TO
IMPLEMENTING
ANY
SUBSTANTIVE
CHANGES OR
ADOPTIONS OF
POLICIES OR
PROCEDURES
GOVERNING THE
PROVISION OF
VR SERVICES**

ASSURANCES . . .

WHAT IS CONSIDERED A SUBSTANTIVE CHANGE?

- **SUBSTANTIVE CHANGES TO VR AND/OR SUPPORTED EMPLOYMENT (SE) PROGRAM SERVICE POLICIES AND PROCEDURES ARE THOSE THAT DIRECTLY IMPACT THE NATURE AND SCOPE OF THE SERVICES PROVIDED TO INDIVIDUALS WITH DISABILITIES, OR THE MANNER IN WHICH INDIVIDUALS INTERACT WITH THE VR AGENCY, PARTICULARLY AS IT PERTAINS TO COMMUNICATION WITH THE VR COUNSELOR OR THE DELIVERY OF VR SERVICES.**
- **EXAMPLES OF SUBSTANTIVE CHANGES:**
 - **IMPLEMENTATION OF ORDER OF SELECTION**
 - **CHANGES TO FINANCIAL PARTICIPATION POLICIES**

SRC ROLE

THE REHABILITATION ACT OF 1973, AS AMENDED, REQUIRES THE SRC TO ASSIST IN THE PREPARATION OF THE STATE PLAN AND ITS AMENDMENTS

STATE PLAN ATTACHMENT 4.2(c) PROVIDES A SUMMARY OF THE INPUT AND RECOMMENDATIONS OF THE SRC AND THE RESPONSE OF THE AGENCY, INCLUDING EXPLANATIONS FOR REJECTION OF INPUT OR RECOMMENDATIONS

IMPORTANT NOTE – THE SRC INFORMATION NEEDED FOR THE STATE PLAN IS A YEAR ROUND PROCESS – SUMMARIZED FOR THE STATE PLAN.

STATE PLAN ASSURANCES provide that the SRC gets:

- the information necessary to evaluate VR agency performance;
- that the VR agency receives the advice and recommendations of the SRC in establishing goals and developing policies to implement those goals; and
- that the SRC evaluates VR agency performance in achieving those goals.

For example, the VR agency is required to provide the SRC with the same reports and information that the VR agency provides to RSA. By ensuring that they have access to information about VR agency performance, the Rehabilitation Act empowers the SRC to provide advice and recommendation from a position of being an informed collaborator.

SRC's = VOICE OF THE CUSTOMER



FIND THE
STATE PLAN
SECTION ON
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A GREAT SRC RESOURCE

- **DEVELOP A PROACTIVE PARTNERSHIP WITH THE DSU**
- **REQUEST DSU DATA (the same that is submitted to RSA)**
- **ALL SRC MEMBERS SHOULD BECOME EDUCATED & FAMILIAR WITH THE INTERPRETATION OF VR DATA**
- **A GREAT DATA SOURCE IS:**
<http://rsa.ed.gov>
- **NETWORK WITH OTHER SRCs TO GAIN ADDITIONAL BEST PRACTICES**

ATTACHMENT 4.2 (C)
The SRC responsibility with this attachment is to provide a summary of input and recommendations of the SRC and the response of VR, including explanations for rejection of input or recommendations.



SRC RESPONSIBILITIES



GETTING THE WORK DONE . . .

SMALL GROUP ACTIVITY:

Utilizing your State Plan knowledge, the Best Practices Document, and the RSA Fact Sheet, each table is to author a “Best Practices for Completing the State Plan Process”.

Choose a recorder and a reporter. All findings will be consolidated into a document to share with the NCSRC members.

The process must include how your ‘SRC’ will complete Attachment 4.2 (c).

ATTACHMENT 4.2 (C)



SMALL WORK GROUP TASK: The DSU has agreed with the ten recommendations you made in Attachment 4.2 (c). Your SRC must now design a process which assures that your SRC will be successful in monitoring the DSU progress of implementing the recommendations. Choose a recorder and a reporter, plan to share with the room. All plans will be consolidated for a best practice model to share with the NCSRC membership.

MONITORING THE RECOMMENDATIONS ...

THANK YOU FOR YOUR TIME & CREATIVE IDEAS!!!

Look for the NCSRC State Plan Promising Practices Document in the near future.

ANY QUESTIONS?

Special Thanks
to RSA for the
use of their
June 2013
State Plan
PowerPoint



RESOURCES ...

RSA Website: <http://rsa.ed.gov>

Formal Guidance:

<http://rsa.ed.gov/policy.cfm>

PD-13-02 FY 2014 VR State Plan
Guidance

TAC-12-02 Public Hearings and
Substantive Changes

State Liaisons:

<http://rsa.ed.gov/people.cfm>

View All FY 2013 VR State Plans:

[http://rsa.ed.gov/view.cfm?rsaform=VR-
State-Plan&fy=2013,2014](http://rsa.ed.gov/view.cfm?rsaform=VR-State-Plan&fy=2013,2014)

SRC On-Line Training Series (includes
module on the VR State Plan):

www.erehab.org