



# APPROVED ALLOCATION DECISIONS

DATE: May 21, 2025

TO: Members, Champaign County Developmental Disabilities Board (CCDDB)

FROM: Kim Bowdry, Associate Director for Intellectual and Developmental Disabilities (I/DD), Lynn Canfield, Executive Director

SUBJECT: Allocation of Program Year 2026 I/DD Funding

## **Purpose:**

For consideration by the CCDDB, this memorandum presents staff suggestions related to funding for the Program Year 2026 (July 1, 2025 through June 30, 2026.) Decision authority rests with the CCDDB and their sole discretion concerning appropriate use of available dollars based on assessment of community needs, best value, alignment with decision support criteria, pricing, affordability, and distribution across service intensity.

## **Statutory Authority:**

The [Illinois Community Care for Persons with Developmental Disabilities Act \(50 ILCS 835/ Sections 0.05 to 14\)](#) is the basis for CCDDB funding policies. All funds are allocated within the intent of the controlling act as codified in the laws of the State of Illinois. The possible allocation scenarios described in this memorandum are based on board and staff assessment of how closely applications align with statute, CCDDB funding policies, and decision support criteria and priorities. Best and Final Offers may be sought as part of the contract negotiation process. The CCDDB reserves the right to refrain from making an award when such action is deemed to be in the best interest of the County.

## **Background and Other Considerations:**

Input from people with I/DD and their supporters should influence systems advocacy and planning. Although the CCDDB participates in a collaborative community health needs assessment, they have also sought monthly input directly from people with I/DD. This appears as agenda item in regular meetings beginning in 2025.

Other input from people with I/DD was shared with the CCDDB and the Champaign County Mental Health Board (CCMHB) during a September 25, 2024 joint study session, the recording of which can be [viewed here](#). Self-advocates' comments and responses to board and staff questions were incorporated into the Program Year 2026 funding

priorities for all funds under the Boards' authority. Although this rich qualitative data is valuable and such a session can be repeated each year, Board members would like to learn more about the preferences and needs of people who have I/DD but may communicate better through other venues.

Utilization data of funded I/DD programs are useful for guiding the next set of decisions. Analysis of claims reported for Program Year 2024 is found on [pages 60-76 of this archived meeting packet](#). Although not completed at this time, a student "Stats Group" at University of Illinois Urbana-Champaign took an interest in these visualizations and hope to offer options for future reports, to support Board and public use of the data.

Program performance outcomes reports for Program Year 2024 are aggregated in [this report](#). Within these reports, funded agencies share information about all program goals, successes and plans for improvement, and any challenges which impacted the data. As in recent years, these were often related to workforce shortages, which were in turn related to unspent revenues returned to the CCDDDB.

Collaboration with the Champaign County Mental Health Board (CCMHB) is described in an Intergovernmental Agreement between the two Boards, requiring integrated planning of Intellectual and Developmental Disabilities allocations, a specific CCMHB set-aside commitment, and shared authority over a separate special fund.

The CCMHB set-aside for I/DD programs changes each year by the percentage change in the Board's property tax revenue. By applying the percentage increase from 2024 to 2025 to the CCMHB's Program Year 2025 I/DD set-aside amount, the amount available for Program Year 2026 contracts is \$939,944, to support their Program Year 2026 I/DD contracts. For the new program year, the CCMHB maintains its interest in services for very young children and their families. Two current two-year CCMHB contracts include services and costs specific to I/DD and were approved last year. Each board will consider recommendations for the remaining CCMHB I/DD allocation, for which one funding request was reviewed. (The amount of that request is greater than available CCMHB I/DD set-aside after adjusting for the two-year obligations.)

The Boards share a commitment to a special I/DD-focused collaboration, which from 2015 to 2021 enabled the operation of two small group homes. After the sale of the homes, the fund was renamed as I/DD Special Initiatives Fund, and the two boards approved a set of Program Year 2025 funding priorities, in the hope of serving the population initially of concern, people with I/DD and complex service needs not readily addressed in Champaign County. Through a competitive allocation process, a contract was awarded for a two-year period, July 1, 2024 through June 30, 2026.

## **Priorities, Overarching Considerations, and Expectations for Minimal Responsiveness:**

The Program Year 2026 CCDDDB funding priorities and decision support criteria were approved November 20, 2024.

Seventeen applications proposing I/DD supports and services were submitted for the Board's consideration. A two-year CCDDDB contract continues from Program Year 2025, for \$244,000. This amount plus new requests total \$5,348,995. The new requests have been evaluated by the CCDDDB and staff. One additional application, totaling \$702,000, was made to the CCMHB for use of their set-aside I/DD funds, which will also be used to fund the second year of two two-year contracts with portions dedicated to I/DD services (with \$232,945 of the set-aside already committed). This Program Year 2026 application most closely aligned with the CCMHB priority for Young Children and their Families and was reviewed by both full Boards and discussed by both Boards' officers as part of integrated planning.

In their applications for Program Year 2026 funding, agencies identified priority categories as follows:

Advocacy and Linkage: 3 agencies, 3 applications, totaling \$1,012,228

Home Life: 2 agencies, 2 applications, totaling \$861,000

Personal Life: 4 agencies, 5 applications, totaling \$942,931

Work Life: 2 agencies, 3 applications, totaling \$881,500

Community Life: 2 agencies, 3 applications, totaling \$1,340,000

Strengthening the I/DD Workforce: 2 agencies, 1 application + 1 multi-year contract, totaling \$292,000

Young Children and Their Families (CCMHB focus): 3 agencies, 1 application + 2 multi-year contract, totaling \$934,945 when adjusted to remove the cost of mental health services in two applications, so that this total is exclusively for developmental services. The CCMHB will allocate this amount for I/DD under this priority, coordinated with CCDDDB decisions and finalized at a CCMHB meeting.

I/DD Special Initiatives Fund (Integrated I/DD Planning with the CCMHB), for which the Boards share oversight. Of Program Year 2026 priority categories for this fund, Community Life is addressed by one multi-year contract, at \$232,033.

## **Allocation Scenarios and Decision Section:**

The following scenarios for the distribution of Program Year 2026 awards are based on decision support criteria and other factors outlined above and in prior Board approved documents. For additional information, refer to the draft staff Program Summaries

presented in [the April 16, 2025 CCDDDB meeting packet](#) and, in this board meeting packet, to applicants' feedback, either to point out any errors in the program summaries or to respond to questions. The following staff allocation scenarios attempt to continue the Board's a commitment to fund as much service capacity as possible and to prepare for flexibility during the contract year. Funded programs will support the Board's mission to enhance the lives of our neighbors with I/DD and their families.

In addition to the pre-contracting requirements identified below, a final award which is for a different amount than requested will trigger the need for revised financial forms and, in some cases, adjustment to Scope of Services. As part of the contracting process, agencies will share with the CCDDDB Operations and Compliance Coordinator their annual certificates of insurance, relevant subcontracts, and letters of engagement with CPA firms.

### Priority: Advocacy and Linkage

CCRPC-Community Services – Decision Support PCP

\$425,042

- DDB member or staff note(s): fills gaps, e.g., conflict-free case management and person-centered planning (PCP) for people enrolled in CCDDDB funded programs waiting for waiver funding, transition from Illinois State Board of Education setting to adult life, identification of desired supports (for future system planning), and case management services for dually diagnosed adults; PCP structure is evolving with input from those using it.
- Prior to contract: correct minor Outcomes issue in program plan.
- Special provisions: any excess revenue is based on 4th quarter reports; online service claims reporting; collaborate with providers to move toward conflict-free case management for each participating Treatment Plan Client, with plans clarifying specific service needs and preferences; inform CCDDDB staff of any Treatment Plan Clients in which current program placement is not appropriate; work directly with other case management programs toward the best interests of people served and document these collaborative efforts in quarterly service activity report comments section; and contribute information to advance enhancing independence through online technology training and access for staff and clients; work directly with Independent Service Coordination agency and provider agencies to maintain list of participants eligible for conflict-free case management services and case management services for dually diagnosed adults; contract prorated based on any staff vacancies at start of contract year.
- Motion to approve CCDDDB funding of \$425,042 for CCRPC-Community Services – Decision Support PCP, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Dr. Robin made the motion; Dr. Fisher seconded. A roll call vote was taken; the motion passed.

## DSC – Service Coordination

\$500,000

- DDB member or staff note(s): intensive case management and coordination of services and support, automatically received with other agency service; no waitlist, and those denied are referred elsewhere; with caseloads of over 50 and steep learning curve, staff turnover has impacts beyond cost; indirect costs/infrastructure supports.
- Prior to contract: recategorize some expenses.
- Special provisions: collaborate with Independent Service Coordination when enrolling new people into the program, with consideration for length of time on PUNS; provide CCRPC Decision Support PCP with list of participants for PCP completion; provide program brochures to Independent Service Coordination for distribution; online service claims reporting; collaborate with providers of similar service; training efforts in natural settings; provide CCDDDB staff with Implementation Strategy/Plan tools, list of clients enrolled in waiver funded services, monthly personnel change reports, and report on service needs otherwise unmet; avoid activities which risk conflict of interest; and contribute information to advance enhancing independence through online technology training and access for staff and clients; parameters on use of this fund for participants who have Medicaid waiver funding for the service.
- Motion to approve CCDDDB funding of \$500,000 for DSC-Service Coordination, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Dr. Fisher made the motion; Dr. Robin seconded. A roll call vote was taken; the motion passed.

## The Autism Program at UIUC - The Autism Program UIUC \$87,186

- DDB member or staff note(s): social programming for elementary and middle school students, adults over the age of 22, and individuals who communicate in Spanish; environmental assessments to adapt individual spaces to promote the success of autistic people; expansion of both program components addresses growing needs, in the face of stigma and difficulty securing diagnoses and services; barriers relate to restrictions on use of DDB funding.
- Prior to contract: establish full eligibility by recent audit and qualifying board, i.e., if none are Champaign County residents, plan to create a local advisory committee; provide all Board member details in online application system; clarify utilization targets; budget plan should include payroll taxes and any other revisions; narrow program eligibility to match CCDDDB requirement, meeting Illinois Department of Human Services – Division of Developmental Disabilities criteria.
- New special provisions: serve only those eligible for services through Illinois Department of Human Services – Division of Developmental Disabilities criteria; collaborate with Independent Service Coordination when enrolling new people

- into the program, with consideration for length of time on PUNS; provide CCRPC Decision Support PCP with list of adult participants for PCP completion; provide program brochures to Independent Service Coordination for distribution; online service claims reporting; collaborate with providers of similar service; training efforts in natural settings; provide CCDDDB staff with Plan tools, list of clients enrolled in waiver funded services, and consultation with the Cultural and Linguistic Competence Coordinator.
- Motion to deny CCDDDB funding of \$87,186 for The Autism Program at UIUC – The Autism Program UIUC, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
  - Dr. Robin made the motion; Dr. Sharma seconded. After discussion (including that fringe benefits would also need to be clarified), a roll call vote was taken; the motion passed.
  - NOTE: If later in 2025, the CCDDDB determines that additional funds are available to allocate for Program Year 2026 contracts, the agency will be encouraged to modify the submitted proposal for completeness and clarity of eligibility, which the Board might then consider.

### Priority: Home Life

Community Choices, Inc. – Inclusive Community Support                      \$233,000

- DDB member or staff note(s): community-based living mid-level support in 3 main tracks, with a new program component; vulnerable to possible cuts to state waiver program; strong outcomes and engagement with evaluation team.
- Prior to contract: expense form revisions.
- Special provisions: collaborate with Independent Service Coordination when enrolling new people into the program, with consideration for length of time on PUNS; provide brochures to Independent Service Coordination for distribution; provide CCRPC Decision Support PCP with list of participants for PCP completion; online service claims reporting; collaborate with providers of similar service; provide CCDDDB staff with copies of interagency agreements, and list of clients enrolled in waiver funded services; training efforts in natural settings; and contribute information to advance enhancing independence through online technology training and access for staff and clients.
- Motion to approve CCDDDB funding of \$233,000 for Community Choices, Inc. – Inclusive Community Support, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Chair Niswander made the motion; Dr. Robin seconded. A roll call vote was taken, and the motion passed.

## DSC – Community Living

\$628,000

- DDB member or staff note(s): support for people to live independently, includes Health Advocate for those in need of enhanced support due to emerging medical concerns; serves a different population from the similar program at another agency; with many continuing clients, capacity to serve new people relates to others leaving the program; there is a wait list for the HUD apartment building but not for ‘scattered site’ clients; encouragement to stay involved in community events so that people are aware of the program.
- Prior to contract: recategorize some expenses.
- Special provisions: collaborate with Independent Service Coordination when enrolling new people into the program, with consideration for length of time on PUNS; provide CCRPC Decision Support PCP with list of participants for PCP completion; provide program brochures to Independent Service Coordination for distribution; provide CCDDDB staff with list of clients enrolled in waiver funded services and monthly personnel change report; report service claims online; collaborate with providers of similar service; training efforts in natural settings; and contribute information to advance enhancing independence through online technology training and access for staff and clients.
- Motion to approve CCDDDB funding of \$628,000 for DSC – Community Living, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Dr. Sharma made the motion; Dr. Fisher seconded. A roll call vote was taken; the motion passed.

## Priority: Personal Life

### Community Choices, Inc. – Transportation Support

\$243,000

- DDB member or staff note(s): personalized and community-focused approach allowing participants an increased ability to access their community, while addressing transportation gap; in Program Year 2025, the coordinator role was expanded; many rides are for employment and social activities.
- Prior to contract: clarify Miscellaneous expense.
- Special provisions: contribute information to advance enhancing independence through online technology training and access for staff and clients; and provide information about riders and riding trends in comments section of quarterly program reports.
- Motion to approve CCDDDB funding of \$243,000 for Community Choices, Inc. – Transportation Support, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Dr. Fisher made the motion. Chair Niswander seconded. A roll call vote was taken, and the motion passed.

## DSC – Clinical Services

\$263,000

- DDB member or staff note(s): behavioral health access, collaborates with other providers, buffers vulnerable people from changes in health care delivery and payment systems, helps meet behavioral health needs despite low provider capacity; improves Direct Support Professional skill set relevant to people with Mental Illness and Developmental Disability; fills in gaps where Independent Service Coordination does not provide eligibility psychologicals (systemic barrier); use of a team model which adds value; services not billable to insurance; program cost relates to licensed providers; ‘wellness’ survey developed using the evaluation resource bank.
- Prior to contract: recategorize some expenses.
- Special provisions: provide CCRPC Decision Support PCP with list of participants for PCP completion; provide brochures to Independent Service Coordination for distribution; document efforts to use community alternatives, including providers who bill other payers, which will create capacity for new clients in this program; if consultants bill Medicaid in their other practice, DSC-practice patients with Medicaid might be seen in the consultant’s office OR the agency might bill Medicaid directly for services provided to DSC practice patients with this coverage; provide CCDDDB staff with list of clients enrolled in waiver funded services, monthly personnel change report, samples of assessment tools, and any information to advance enhancing independence through online technology training and access for staff and clients; online service claims reporting; develop individual clinical goals (similar to Medicaid standard) for those receiving counseling, to serve as the basis for quarterly review of progress and need.
- New/revised Special provisions: document whether each client receiving a service through this contract is eligible for the service through an existing community based behavioral health provider or otherwise through insurance, and for each person with such eligibility, provide justification for serving them under this contract instead.
- Motion to approve CCDDDB funding of \$263,000 for DSC – Clinical Services, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Dr. Robin made the motion. Chair Niswander seconded. A roll call vote was taken, and the motion passed.

## DSC – Individual and Family Support

\$320,000

- DDB member or staff note(s): individual direct support for families, through respite and/or specific assistance in paying for camps, etc. and advocacy opportunities for adults with I/DD; could be adversely affected by state funding cuts which would increase the demand for locally funded services; positive progress in advocacy work and encouragement to combine forces with other

agencies offering similar services or supporting self-advocates; although Non-Treatment Plan Clients are advocacy clients, share more info about hours; respite includes help paying for summer camps.

- Prior to contract: recategorize some expenses; share copies of subcontracts.
- New special provisions: enter claims data related to Non-Treatment Plan Clients, collaborate with CCRPC Community Life Short Term Assistance program to make most efficient use of specific assistance funds.
- Special provisions: prior approval of specific assistance for clients; collaborate with Independent Service Coordination when enrolling new people into the program, with consideration for length of time on PUNS; collaborate with Illinois Respite Coalition and Envision Unlimited for state-funded Respite; work with PACE Consumer Control Program to help families find Personal Support Workers; provide CCRPC Decision Support PCP with list of participants for PCP completion; provide program brochures to Independent Service Coordination for distribution; provide CCDDDB staff with list of clients enrolled in waiver funded services and monthly personnel change reports; online service claims reporting; collaborate with providers of similar service; training efforts in natural settings; require proof of scholarship denial before providing specific assistance; no dual program enrollment with Community First without CCDDDB approval; and contribute information to advance enhancing independence through online technology training and access for staff and clients.
- Motion to approve CCDDDB funding of \$320,000 for DSC- Individual and Family Support, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Chair Niswander made the motion. Dr. Fisher seconded. A roll call vote was taken, and the motion passed.

Persons Assuming Control of Their Environment (PACE) –

Consumer Control in Personal Support

\$45,972

- DDB member or staff note(s): recruitment and training of personal support workers (PSWs) and maintains a PSW registry; a good resource for families using PSWs, and the request is for the same amount as current year.
- Prior to contract: correct personnel form; clarify Miscellaneous expense; budget plan includes agency surplus which may suggest a lower contract amount OR the need for revision or clarification.
- New special provisions: Provider agrees to provide DDB Financial Manager with quarterly updates on Program Year 2025 audit activities.
- Special provisions: continue to work closely with Independent Service Coordination, DSC, Illinois Respite Coalition, and Envision Unlimited on behalf of those seeking PSWs for Home Based Support and/or state-funded Respite workers; provide brochures to Independent Service Coordination for distribution; online service claims reporting, including people with I/DD utilizing PSWs; contribute information to advance enhancing independence through online

technology training and access for staff and clients; participate in Evaluation Capacity project activities.

- Motion to approve CCDDDB funding of \$45,972 for Persons Assuming Control of Their Environment (PACE) – Consumer Control in Personal Support, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Dr. Sharma made the motion; Dr. Fisher seconded. A roll call vote was taken; the motion passed.

Parkland College District 505 –

Parkland College OT At Head Start West

\$70,959

- DDB member or staff note(s): expands OT services to children enrolled in the Champaign Head Start West program, offering an evidence-based practice of value to young children and their loved ones; modeled on a similar successful community partnership between Parkland and DSC, though otherwise funded; services are billable to Medicaid, but the provider does not participate in Medicaid, which would maximize use of the local tax funds; Head Start is separate from IDEA and mandated to serve children with disabilities as at least 10% of their service population; includes children with IEPs raising the question of School Code Article 14 barrier; program may have access to other resources internally or through schools.
- Prior to contract: develop utilization targets; clarify budget issue/deficit; align descriptions of staff and staff costs; provide documentation from Head Start of their intent to host this program.
- Special provisions: collaborate with providers of similar services; serve only those eligible for services through Illinois Department of Human Services – Division of Developmental Disabilities criteria; online service claims reporting; consultation with the Cultural and Linguistic Competence Coordinator.
- Motion to deny CCDDDB funding of \$70,959 for Parkland College District 505 – Parkland College OT at Head Start West, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Chair Niswander made the motion. Dr. Robin seconded. After discussion, including that other pay sources should be optimized first, a roll call vote was taken, and the motion passed.
- NOTE: If later in 2025, the CCDDDB determines that additional funds are available to allocate for PROGRAM YEAR 2026 contracts, the agency will be encouraged to modify the submitted proposal for completeness and clarity of eligibility, which the Board might then consider.

Priority: Work Life

Community Choices, Inc. – Customized Employment

\$256,000

- DDB member or staff note(s): individualized employment services, including: Discovery, Job Matching, Short-term Support, Long-term Support, and Supported Experiences for First-Time Job Seekers; total numbers of people served, outcome measures, and short-term outcomes are all of interest.
- Prior to contract: possible expense recategorization, using Specific Assistance instead of Consumables for client supplies.
- Special provisions: collaborate with Independent Service Coordination when enrolling new people, with consideration for length of time on PUNS; provide brochures to Independent Service Coordination for distribution; provide CCRPC Decision Support PCP with list of participants for PCP completion; online service claims reporting; collaborate with providers of similar service; provide CCDDDB staff with Discovery process tools, copies of interagency agreements, and list of clients enrolled in waiver funded services; training efforts in natural settings; and contribute information to advance enhancing independence through online technology training and access for staff and clients.
- Motion to approve CCDDDB funding of \$256,000 for Community Choices, Inc. – Customized Employment, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Dr. Fisher made the motion; Chair Niswander seconded. A roll call vote was taken, and the motion passed.

DSC – Community Employment

\$523,000

- DDB member or staff note(s): support across aspects employment, including: Getting Started (Discovery process), Applying for Jobs, Getting the Job and Ongoing Support, Employment Plus; uses a different model from the similar program at another agency and includes some group employment; people move from day program to community employment, with some accessing both; work/life balance is a topic in the Employment Plus component.
- Prior to contract: recategorize some expenses.
- Special provisions: collaborate with Independent Service Coordination when enrolling new people into the program, with consideration for length of time on PUNS; provide CCRPC Decision Support PCP with list of participants for PCP completion; provide brochures to Independent Service Coordination for distribution; online service claims reporting; collaborate with providers of similar service; provide CCDDDB staff with Discovery process tools, copies of interagency agreements, and list of clients enrolled in waiver funded services; training efforts in natural settings; monthly personnel change report; and contribute information to advance enhancing independence through online technology training and access for staff and clients.
- Motion to approve CCDDDB funding of \$523,000 for DSC – Community Employment, subject to the caveats as presented in this memorandum, and to

authorize the CCDDDB Executive Director and Board Officer to execute the agreement:

- Dr. Fisher made the motion. Dr. Sharma seconded. A roll call vote was taken; the motion passed.

#### DSC/Community Choices – Employment First

\$102,500

- DDB member or staff note(s): LEAP presentation and staff training to local businesses and hosts Champaign County Directory of Disability-Inclusive Employers; a model of collaboration by agencies with shared mission; since inception in 2015, this program has trained about 200 businesses, should be celebrated, and may be of interest nationally; continued interest in how many people with I/DD are hired at these businesses as a result and whether those roles were seasonal; other impacts over time are a change in businesses attitudes about people with I/DD, possible increase in length of employment (difficult to track), and financial impacts, which might be understood from earlier trained employers.
- New Special Provision: include in comments sections of quarterly reports a list of training topics and # attending and data on the frequency of use of LEAP directory.
- Special provisions: report zip codes of LEAP certified businesses; collaborate with Independent Service Coordination; share complete list of LEAP certified businesses; share details on number of jobs directly resulting from LEAP trainings; monthly personnel change report; and contribute information to advance enhancing independence through online technology training and access for staff and clients.
- Motion to approve CCDDDB funding of \$102,500 for DSC/Community Choices – Employment First, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Dr. Sharma made the motion. Dr. Fisher seconded. A roll call vote was taken; the motion passed.

#### Priority: Community Life

#### Community Choices, Inc. – Self-Determination Support

\$228,000

- DDB member or staff note(s): connection for people with disabilities and their families to each other and the community including: Family Support and Education, Leadership and Self-Advocacy, and Building Community; interest in ‘rights’ group.
- Special provisions: provide brochures to Independent Service Coordination for distribution; collaborate with providers of similar service; provide CCDDDB staff with sample PCP documents, copies of interagency agreements, and list of clients enrolled in waiver funded services; training efforts in natural settings; and

contribute information to advance enhancing independence through online technology training and access for staff and clients.

- Motion to approve CCDDDB funding of \$228,000 for Community Choices, Inc. – Self-Determination Support, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Dr. Robin made the motion. Dr. Fisher seconded. A roll call vote was taken; the motion passed.

DSC – Community First

\$990,000

- DDB member or staff note(s): community-focused activities for adults with I/DD; one staff per 4 to 6 participants per group; 35 different choices of group per trimester; participants arrive at DSC site and then travel to community and spend the majority of the day out, e.g., Forest Preserve Group, Enchanted Alley (for D&D); distinguished from the agency’s Individual and Family Support program, which also accesses the YMCA and Park district, by groups using passes purchased at a reduced rate (whereas Individual and Family Support buys individual passes); Non-Treatment Plan Clients are peers who have state funding.
- Prior to contract: recategorize some expenses.
- The per person cost associated with Treatment Plan Clients in this program is very close to the state’s rate for Community Day Services, but payment is value-based rather than reimbursed. Performance benchmarks (continued from Program Year 2024 contract) for each quarter relate to volume and type of service: a six-month minimum of 10,000 total service hours and subsequent quarterly minimum of 5,000 total service hours associated with qualifying Treatment Plan Clients; a minimum of 60% (6,000 and 3,000) of those service hours in direct (virtual or in-person) contact with Treatment Plan Clients engaging in activities they have identified in person-centered plans; and a minimum of 50% (3,000 and 1,500) of these direct contact service hours delivered in community settings or the person’s home. If benchmarks are not met during a quarter, the following quarter’s payments will be pro-rated. Fourth quarter data will inform the final payment.
- Special provisions: collaborate with Independent Service Coordination when enrolling new people into the program, with consideration for length of time on PUNS; provide Decision Support PCP with list of participants for PCP completion, PCP should clarify service needs and preferences; provide program brochures to Independent Service Coordination for distribution; provide CCDDDB staff with list of clients enrolled in waiver funded services and monthly personnel change reports; online service claims reporting; training efforts in natural settings; continue virtual service options and repeat survey on client/family preferences for staying connected; include number of people on program wait list and average wait time in quarterly report; benchmarks determine payments; no dual program enrollment with Individual and Family Support, without CCDDDB staff approval; and contribute information to advance enhancing independence through online technology training and access for staff and clients.

- Motion to approve CCDDDB funding of \$990,000 for DSC – Community First, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Chair Niswander made the motion, and Dr. Robin seconded. A roll call vote was taken, and the motion passed.

#### DSC – Connections

\$122,000

- DDB member or staff note(s): access to recreation, hobbies, and leisure choices related to the Arts; collaboration with community artists mainly through groups; while visual arts are prominent, other fine arts involvement continues through the Station Theatre, and through instruction on making and playing musical instruments; customized individual experiences (volunteering at art gallery) would also fit.
- Prior to contract: recategorize some expenses.
- Special provisions: collaborate with Independent Service Coordination when enrolling new people into the program, with consideration for length of time on PUNS; provide CCRPC Decision Support PCP with list of participants for PCP completion; provide brochures to Independent Service Coordination for distribution; provide CCDDDB staff list of clients enrolled in waiver funded services; online service claims reporting; training efforts in natural settings; monthly personnel change report; allow outside artists to participate in community art shows; allow outside artists to participate in program when feasible; and contribute information to advance enhancing independence through online technology training and access for staff and clients.
- Motion to approve CCDDDB funding of \$122,000 for DSC – Connections, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Dr. Sharma made the motion. Dr. Fisher seconded. A roll call vote was taken; the motion passed.

#### Priority: Strengthening the I/DD Workforce

##### Community Choices – Staff Recruitment and Retention

\$48,000

- DDB member or staff note(s): recruitment and retention bonuses to staff and provides Leadership Development payments; increased funding over the current amount will support a new skill-building component and database; the agency's staff retention rate average is approximately four years.
- Special provisions: if a two-year term, any 1st year excess revenue cannot be spent in 2nd year, and Program Year 2027 forms should be complete by June 2026; provide CCDDDB staff with list of Direct Support Professionals receiving bonuses; and contribute information to advance enhancing independence through online technology training and access for staff.

- Motion to approve CCDDDB funding of \$48,000 for Community Choices – Staff Recruitment and Retention, subject to the caveats as presented in this memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement:
- Chair Niswander made the motion. Dr. Robin seconded. After brief discussion, including praise for the program, a roll call vote was taken; the motion passed.

### Priority: Collaboration with the CCMHB (Young Children & their Families)

DSC Family Development

\$702,000

- DDB or MHB member or staff note(s): free developmental screenings, referrals to appropriate resources, Developmental Therapy, Speech, Occupational Therapy, Physical Therapy, developmental play groups, parent support groups, and PLAY Project (an evidence-based model); Memoranda of Understanding with similar providers for effective collaborations such as Home Visiting Consortium, Birth to 5 Council, and monthly joint playgroup; funds services not otherwise covered, including as people move in and out of eligibility for other payers; playgroups bring families together, and a parent advisory group is being explored.
- Prior to contract: recategorize some expenses.
- Special provisions: continue to collaborate with providers of similar services; inform eligible families of PUNS and Independent Service Coordination; online service claims reporting; if a two-year term, excess revenue cannot be spent in 2nd year, and an updated Agency Plan for Program Year 2027 submitted prior to June 2026; and monthly personnel change report.
- Motion to advise the Champaign County Mental Health Board to use \$702,000 of I/DD set-aside funds per year for a two-year term for DSC – Family Development:
- Dr. Fisher made the motion. Dr. Sharma seconded. A roll call vote was taken; the motion passed.

### Contract Negotiations and Special Notifications:

Many of the allocation scenarios presented above are contingent on completion of contract negotiations, application revisions, or resolution of other issues. Awards may be adjusted by the cost of a vacancy and amended when that vacancy is filled. Award recipients may be required to revise program or financial forms to align with CCDDDB planning, budget, and policy specifications. They may be asked for more information, to reach terms that are agreeable to both parties. If requirements are not met prior to completion of the contract, a later contract start date will be established and the award reduced commensurate with the shorter term. Failure to submit required information shall result in cancellation of the contract award.

- Motion to authorize the Executive Director to conduct contract negotiations as specified in this memorandum:
- Chair Niswander made the motion. Dr. Robin seconded. A roll call vote was taken, and the motion passed.

The staff allocation scenarios above are based on revenue estimates not finalized until the Champaign County Board approves budgets in November or December of 2025. For this reason, all Program Year 2026 CCDDDB contract maximums will be subject to reductions to compensate for any CCDDDB revenue shortfall. These reductions will be documented by contract amendment at the discretion of the Executive Director, with every effort made to maintain the viability and integrity of prioritized contracts. All Program Year 2026 contracts will include the following provision:

*Obligations of the Board will cease immediately without penalty or further payment being required if, in any fiscal year, the tax that is levied, collected, and paid into the “Developmental Disabilities Fund” is judged by the CCDDDB Executive Director not to be sufficient for payment as delineated in the terms and conditions under this Contract.*

- Motion to authorize the Executive Director to implement contract maximum reductions as described in this memorandum:
- Chair Niswander made the motion. Dr. Fisher seconded. A roll call vote was taken, and the motion passed.

A provision was added to contracts beginning in Program Year 2023 to clarify that specific terms of an agency’s contract may supersede a provision of the funding requirements and guidelines, if the exception is deemed by the Board to be in the best interest of the CCDDDB and Champaign County. This remains relevant:

*The CCDDDB Requirements and Guidelines for Allocation of Funds are incorporated into this contract by reference, except this contract will control should there be an inconsistent/contrary provision in the aforesaid Requirements and Guidelines. If the contract and funding guidelines are not in agreement, the contract shall prevail. For example, if the Provider will incur higher cost for an audit, review, or compilation than allowed per the Funding Requirements and Guidelines, the greater amount may be agreed to through the original budget submitted with an application or by a subsequent formal written request.*

- Motion to include in all Program Year 2026 contracts the provision for specific exceptions to Funding Requirements and Guidelines, as described in this memorandum:
- Chair Niswander made the motion. Dr. Sharma seconded. A roll call vote was taken, and the motion passed.

*Allocation decisions approved by the CCDDDB on May 21, 2025.*