

Attitudinal Barriers:

1. Increase the number of individuals volunteering with five new individuals that have not volunteered previously to volunteer at least once. This includes opportunities completed in the community or in-house as both are contributing to the community.

Target Date – June 2019
Cost – Staff Time & Transportation

Responsible Party – Program Manager (CS)
Client Interest & Advocacy Specialist
Direct Support Professionals

2. Maintain our positive community exposure through the use of a variety of media outlets including the internet/social media, newspaper, radio interviews, radio advertising, public service announcements, use of community calendars, and presentations to various community organizations. Specific objectives include the following:

- a. Maintain or increase the number of positive articles, speaking engagements, media reports, etc.
- b. Continue to use the system in place to inform new contacts, especially parents, family members, etc., of the LEAPS publications and provide them with the agency web address at the time of intake.
- c. Continue use of Giftworks software to better maintain donor lists to not only thank them, but better inform donors, volunteers, community members and family members of events and fundraisers at KCCDD.
- d. Increase the number of followers on social media
- e. Convert the e-newsletters only for the LEAPS newsletter.
- f. Continue to host events on campus for the community.

Target Date – Ongoing

Responsible Party – Chief Executive Officer
Director of Development
Program Managers

Cost – Staff Time and \$2,500 for software, supplies and advertising

Financial Barriers:

1. The agency will continue to work with families and individuals in the area of re-determining eligibility for Medicaid when needed or referral to other agencies for services as deemed necessary. If an individual applies for services and is not on the PUNS list, agency staff will assist them in getting on the PUNS list. (We will not routinely be attending IEP meetings, but will attend upon invitation.) The agency will continue to work with any individuals currently receiving services who are unfunded to obtain appropriate funding. The agency will also provide information of the option to receive services through private pay.

Target Date – Ongoing
Cost – Staff time

Responsible Party – Program Directors
Program Managers

2. Continue membership with NAEIR.
Target Date – Ongoing
Cost – \$595.00 yearly + shipping & Handling costs.

Responsible Party – Chief Operating Officer

3. Continue to use winwarehouse.org membership for procurement of items at reduced cost for not-for-profit organizations.

Target Date – Ongoing

Responsible Party – Chief Operating Officer

Cost – Determined by purchases

4. The CEO, other staff or members of the Board of Directors may participate in advocating through direct agency contact with key elected and appointed governmental entities. This advocacy effort includes exploring rate supplements that may be available based on specific client need. KCCDD will maintain membership of the Illinois Association of Rehabilitation Facilities (IARF). IARF is a trade association that keeps KCCDD informed on key issues with our primary funder and directly advocates for adequate funding. KCCDD will also continue to contract with the services of Don Moss and Associates for consulting advice on relevant issues. KCCDD will also contract with McManus Consulting to provide information and support and assistance with Illinois and the DD Services available.

Target Date – Ongoing

Responsible Party – Chief Executive Officer

Cost – \$25,058 annually + Staff Time and Travel expenses

- KCCDD, as a non-profit, will continue to engage in an active institutional advancement effort through our development office. The agency will employ traditional methods such as grants, special events, and annual appeals to garner support for our programs and special projects. KCCDD has also set up an endowment fund with the Galesburg Community Foundation, which includes money's for mailings and training to support the efforts of the agency to inform others of the opportunity to name KCCDD in their wills or estates. KCCDD will continue to apply for grants through the Illinois Council on Developmental Disabilities and look for local grants opportunities as well.

Target Date – Ongoing
 Cost – Staff Time

Responsible Party – Director of Development

- Chief Executive Officer will continue to seek finding support from the Knox County Mental Health Board (708 Board), applying for funds annually.

Target Date – Ongoing
 Cost – Staff Time

Responsible Party – Chief Executive Officer

Employment Barriers:

- Continue to provide opportunities for employees to flex their schedules and assess the possibility of other accommodations, including adaptive devices that may be needed for employees to complete their responsibilities.

Target Date – Ongoing
 Cost – Staff Time

Responsible Party – Directors
 Assistant Directors

- KCCDD has offered phone amplifiers, large screen or flat screen monitors for employees with visual or hearing impairments and additional accessible parking for employees with physical impairments. The agency will continue to respond to accessibility needs of their employees as they occur.

Target Date – Ongoing
 Cost – Staff Time; Other costs to be determined

Responsible Party – Chief Executive Officer
 Director of Administrative Services
 Superintendent of Physical Plant

- Revise the client Self-Evaluation Form to include the input of individuals served regarding barriers and accommodations that they may need to achieve goals toward more independence in the community or work place.

Target Date – December 2018
 Cost – Staff Time

Responsible Party – Assistant Directors
 Program Managers

- As outlined in the Workforce Innovation and Opportunity Act (WIOA), KCCDD will provide opportunities for individuals to participate in community employment and training opportunities, including opportunities to receive training in self-advocacy, self-determination, and peer mentoring training.

Target Date – Ongoing
 Cost – Staff Time

Responsible Party – Directors
 Program Managers

- Provide support to individuals through programming for job development, career exploration, referrals to DRS or other service providers and provide follow-up upon community employment.

Target Date – Ongoing
 Cost – Staff Time

Responsible Party – Program Managers

Communication Barriers:

- In an effort to increase and / or maintain participation and skill enhancement in the individual's annual plan or discovery process, each classroom will identify at least one individual to use an augmentative communication device (dec-aid, picture book, Dynavox, Go Talk 9, I-Pad, etc.) to incorporate into one of these processes, including choice sheets and / or self- evaluation. Staff responsible for the implementation of the meetings is to include the specific communicative device, and the individual using it in a report to their supervisor. This information will be recorded on a monthly checklist maintained by the Assistant Directors or each individual program manager.

Target Date – July 2019
 Cost – Staff Time

Responsible Party - Assistant Directors
 Program Managers
 Direct Support Professionals

