



Maryland Developmental Disabilities Council

EMPOWERMENT • OPPORTUNITY • INCLUSION

Annual Work Plan: Year 3 (FY2019) October 1, 2018 – September 30, 2019

Goal 1

People with developmental disabilities effectively advocate for themselves and others and influence issues that are important to them.

Objective 1.1: Support People on the Go of Maryland and local self-advocacy groups to be strong, effective, and influential.

Major Activities:

1. Fund and support POG of Maryland to build, train and support their membership, educate policymakers, build partnerships, advocate on issues and affect change.
2. Provide POG guidance and support regarding organizational and staff management based on annual assessment of need.
3. Provide Council support to local self-advocacy groups.

Expected Outputs:

1. 50 people with developmental disabilities participating in POG activities and initiatives.
2. A minimum of 25 legislators and policy makers educated.
3. A minimum of two changes to policies/programs.
4. Support 2 local self-advocacy groups.
5. A minimum of 4 trainings held.

Expected Outcomes:

1. People on the Go members with developmental disabilities are engaged in advocacy activities.
2. POG and local self-advocacy groups improve policies/programs related to their priority issues.
3. Local self-advocacy groups increase their participation in advocacy.
5. POG members with developmental disabilities satisfied with POG activities.

Data Evaluation & Measurement:

1. Sign in sheets reviewed for attendance/participation (output).
2. Quarterly Council report reviewed for funding (output).
3. Quarterly POG report analyzed for: 1) number of initiatives in which people with developmental disabilities are involved; 2) number of policy/legislative issues people with developmental disabilities are engaged in or impacted; and 3) number of people with developmental disabilities serving on boards, commissions, or other leadership positions (outcome).
4. Impact survey amended with Council specific questions conducted and reviewed after significant activities, including trainings and meetings (outcome).
5. Focus group with POG members (outcome).
6. Interviews with local self-advocacy groups members and facilitators (outcome).

Objective 1.2: Support opportunities for people with developmental disabilities to provide leadership training to other individuals with developmental disabilities who may become leaders.

Major Activities:

1. Through the Council grant, POG leadership trains POG members and other people with developmental disabilities.
2. Provide small grant funding to the Youth Leadership Forum (YLF).
3. Include people with developmental disabilities as trainers in the Council's Leadership Development initiatives: Partners in Policymaking and Parents' Place LEADers (see Objective 2.1).

Expected Outputs:

1. 20 people with developmental disabilities trained by POG.
2. 10 people with developmental disabilities are trained by Partners in Policymaking trainers who have developmental disabilities.
3. At least 20 youth with disabilities participate in YLF.

Expected Outcomes:

1. Youth and adults with developmental disabilities increase leadership skills and demonstrate community leadership.
2. People with developmental disabilities satisfied with POG trainings.

Data Evaluation & Measurement:

1. Sign in sheets reviewed for attendance/participation (output).
2. Quarterly POG, Partners in Policymaking, PPMD LEADers, and YLF reports reviewed for trainings held (output).
3. Impact survey amended with Council specific questions conducted and reviewed after significant activities, including trainings and meetings (outcome).

Objective 1.3: Support and expand participation of people with developmental disabilities in cross-disability and culturally diverse leadership coalitions.

Major Activities:

1. Inform people with developmental disabilities of opportunities to participate in coalitions, committees, and boards.
2. Through the Council grant, POG assigns and mentors members to represent POG on cross-disability and culturally diverse leadership coalitions
3. Through the Council grant, POG collaborates with other disability organizations during legislative session on shared priorities.

Expected Outputs:

1. POG collaborates with at least two organizations that represent people with other disabilities.
2. A member of POG is represented on at least one cross-disability and/or culturally diverse leadership coalitions.

Expected Outcomes:

1. People with developmental disabilities meaningfully participate in cross-disability and culturally diverse coalitions.

Data Evaluation & Measurement:

1. Quarterly Communication’s report reviewed for materials produced and number of people receiving communication (output).
2. Quarterly POG report reviewed for number of groups with which POG collaborated (output).
3. Quarterly POG report analyzed for: 1) the number of people with developmental disabilities serving on boards, commissions, or other leadership positions;

Objective 1.4: Improve the ability of people with developmental disabilities to advocate for what they want through meaningful participation in the individual planning process.

Major Activities:

1. Inform people with developmental disabilities and their families about DDA’s new individual planning process and tools.
2. Train people with developmental disabilities and their families to understand and effectively participate in DDA’s new individual planning process and tools.

Expected Outputs:

1. A minimum of 2000 people with developmental disabilities and family members receive information about DDA’s IP process and tools.
2. A minimum of 100 people developmental disabilities and families are trained about DDA’s new individual planning process and tools.

Expected Outcomes:

1. As a result of the trainings, people with developmental disabilities are better able to say what services and supports they want or say what is important to them.
2. People with developmental disabilities and families are satisfied with the education and training activities.

Data Evaluation & Measurement:

1. Quarterly Communication’s report reviewed for materials produced and number of people receiving communication (output).
2. Grantee reports and surveys

Goal 2

People with developmental disabilities and their families are empowered to lead the lives they want and transform communities.

Objective 2.1: Increase knowledge and skills of people with developmental disabilities and families through education and training.

Major Activities:

1. Fund LEADers - leadership development for family members on the Eastern Shore of Maryland.
2. Fund and help lead a Maryland Partners in Policymaking program for individuals with developmental disabilities and family members.
3. Fund Ready @ 5 leadership development program for parents of young children.

4. Form a Diversity Work Team and identify and implement activities to reach diverse racial, ethnic, cultural, geographic, faith, and other communities.
5. Use the Council's Education and Training Sponsorships to support local and issue-specific trainings that increase knowledge and skills that people with developmental disabilities and family members use to advocate for themselves and others. Modify policy as needed.
6. Fund small grants to local and statewide organizations to increase knowledge and skills of people with developmental disabilities and families.
7. Sponsor a Sibling Conference in collaboration with the DC DD Council.
8. Sponsor SibShops in underserved areas of the state.

Expected Outputs:

1. 20 people graduate from the LEADers program.
2. 30 people with developmental disabilities and family members participate in 8 Partners in Policymaking sessions.
3. At least 80 family members increase knowledge through the Ready @ 5 program.
4. Promising practice created by Ready @5 and promising practice supported by Council.
5. 100% of participants in the LEADers training develop and implement leadership plans.
6. At least 100 siblings attend the Sibling Conference to increase their knowledge.
7. At least three sibshops are sponsored, with a minimum of 30 siblings participating in total with 75% satisfied.
8. At least 50 people with developmental disabilities, including those from diverse racial/cultural backgrounds and geographic areas, participate in other educational/training events (ETES) sponsored by the Council to increase their knowledge and skills.
9. At least 300 family members, including those from diverse racial/cultural backgrounds and geographic areas, participate in other educational training events (ETES) sponsored by the Council to increase their knowledge and skills.
10. A minimum of 6 trainings and events sponsored on a variety of topics.

Expected Outcomes:

1. People with developmental disabilities increase advocacy as a result of Partners.
2. Family members have increased advocacy as a result of: Partners, LEADers, and Ready @ 5.
3. Family members are engaged in advocacy and leadership activities. (75% LEADers graduates, Partners in Policymaking graduates and Ready @ 5 graduates).
4. Partners in Policymaking participants on cross disability coalitions.
5. Participants in Council-sponsored leadership development initiatives are satisfied with the program.
6. Ready @ 5 implements promising practice.
7. Sibling conference attendees are informed and connected and satisfied with the conference.
8. Diverse communities have needed information so they have equal access to information and services.

Data Evaluation & Measurement:

1. Grantee reports reviewed for attendance and participation (output).
2. Quarterly Council report reviewed for number of events sponsored (output).
3. Grantee reports on demographic composition of the participants in the Leadership Development initiatives (output).
4. Grantee quarterly reports and Council survey analyzed for: 1) increased knowledge/skills of people with developmental disabilities; 2) increased knowledge and skills of families; 3) increased engagement in advocacy and leadership; and 4) satisfaction with activities conducted (outcome).

Objective 2.2: MDDC, Disability Rights Maryland (DRM) and Maryland Center for Developmental Disabilities (MCDD) will work together to develop and widely disseminate materials that explain critical aspects of the DDA service system in a way that is easily understood and usable by people with developmental disabilities and their families.

Major Activities:

1. Finalize materials comprising 5 top priority topics.
2. Translate into Spanish.
3. Post on all pertinent websites.
4. Widely market and disseminate.

Expected Outputs:

1. Materials on 5 priority topics printed, posted and disseminated in English and Spanish.
2. At least 3000 people receive the materials.

Expected Outcomes:

1. People with developmental disabilities have increased knowledge about the DDA service system to make informed decisions and advocate for their needs.
2. Families have increased knowledge about the DDA service system to make informed decisions and advocate for their needs.
3. People with DD and family members are better able to say what they want.

Data Evaluation & Measurement:

1. Quarterly Council report reviewed for materials produced and number of people who were sent the materials (output).

Objective 2.3: Increase knowledge and understanding of issues of importance to people with developmental disabilities and their families by sharing information and resources.

Major Activities:

1. Adapt Council communications to reflect current trends.
2. Increase number of people receiving Council communication and connected on social media platforms.
3. Conduct two webinars on educational and transition topics.
4. Conduct Legislative Wrap-up by phone.
5. Widely distribute newly updated Planning Now guide in English and Spanish.
6. Advertise Planning Now guide in Spanish media.
7. Explore translating Planning Now into other languages.
8. Fund the development of user-friendly guide about the Maryland ABLE program.

Expected Outputs:

1. At least 3700 people receiving materials designed to increase knowledge.
2. At least 50 resources disseminated on priority topics.
3. Two webinars held.
4. Legislative Wrap-up informational call held.
5. At least 25 additional followers on Facebook and/or followers on Twitter.
6. Maryland ABLE guide available online and in print.

Expected Outcomes:

1. Webinar participants are better able to say what they want and what is important to them.
2. Legislative Wrap-up call participants are satisfied with the information received.
3. People with developmental disabilities have increased knowledge of issues that matter to them.
4. Families have increased knowledge of issues that matter to them and their family members.

Data Evaluation & Measurement:

1. Quarterly Communications report reviewed for number of people receiving communication, resources disseminated, webinars and informational calls held, and social media analytics (output).
2. Using interview format, feedback elicited as needed from Council members regarding communication efforts/materials (outcome).
3. Survey information analyzed (outcome).

Goal 3

Children and adults with developmental disabilities meaningfully participate in all facets of community life, and are valued and supported by their communities.

Objective 3.1: Increase the expectations that family members, providers, educators and others have about people with developmental disabilities.

Major Activities:

1. Utilize current communications modalities to conduct outreach and education activities: Constant Contact announcements, Facebook, twitter and website.
2. Continue to implement the “Expectations Matter-Expect Ability” awareness campaign with new communication strategies.

Expected Outputs:

1. 220 professionals receiving communications.
2. 550 family members receiving communications.
3. 12 resources disseminated.
4. A minimum of 2 new communication strategies implemented.
5. A minimum of 10 social media posts tagged with # Expectations Matter #Expect Ability.

Expected Outcomes:

1. Family members, providers, and educators have increased knowledge, understanding, and expectations about people with developmental disabilities.

Data Evaluation & Measurement:

1. Quarterly Communications report reviewed for number of people receiving communication materials and number of resources disseminated (output).
2. Social media analytics.

Objective 3.2: Increase access to informal and formal support for families of people with developmental disabilities across the lifespan.
Major Activities:

1. Co-lead the Community of Practice for Supporting Families (CoP).
2. Identify with leadership team, additional needs and related action, including reaching diverse communities.
3. Support local/regional CoPs.
4. Widely market and disseminate family resource folder developed at the end of FY2018.

Expected Outputs:

1. The number of local/regional CoPs increase from 8 to 10.
2. At least one statewide CoP initiative implemented.
3. A minimum of 3000 CoP resource folders are disseminated statewide to organizations and groups.
4. A minimum of three organizations that focus on minority populations are provided CoP information and resources.

Expected Outcomes:

1. At least three local CoPs improve practices.
2. At least 2 additional local/regional CoPs are established and active.

Data Evaluation & Measurement:

1. Quarterly Council report reviewed for number of CoP initiatives and partnering organizations and progress of local CoPs.

Objective 3.3: Increase access to inclusive opportunities in early childhood care and education, school, and out of school time activities.
Major Activities:

1. Fund PACT: Helping Children with Special Needs to provide customized technical assistance for child care providers to include children with developmental disabilities and significant health care needs.
2. Support and monitor implementation of the new formal dispute resolution process within the Office of Child Care designed to address discrimination complaints against child care providers.
3. Advocate for the creation or improvement of statewide policies and practices relating to early childhood care and special education so more students have access to the services and supports needed to succeed.

Expected Outputs:

1. At least 50 child care providers receive technical assistance.
2. Council serves on four committees, workgroups, or advisory councils that make recommendations for improvements.

3. A minimum of four early childhood education and special education policies created or changed.
Expected Outcomes:
<ol style="list-style-type: none"> 1. Families and child care providers have access to a formal dispute resolution process. 2. Child care providers are more likely to care for children with developmental disabilities significant health care needs (ABNet & PACT projects). 3. Early childhood education and special education policies, practices and procedures improve.
Data Evaluation & Measurement:
<ol style="list-style-type: none"> 1. Quarterly Council report reviewed for: 1) number of improvements to policies/procedures; 2) number of collaborative system change activities undertaken; and 3) number committees, workgroups, and advisory councils Council staff served on (output). 2. Grantee reports reviewed for number and location of child care providers receiving TA and the issues addressed (output). 3. Surveys or interviews with child care providers to assess increased knowledge and capacity to serve children with disabilities (outcome). 4. Quarterly Council report reviewed for number of policy/procedure changed or created (outcome).

Objective 3.4: Increase access to inclusive post-secondary education opportunities for people with intellectual disabilities.
Major Activities:
<ol style="list-style-type: none"> 1. Monitor progress and success of two new inclusive post-secondary education programs funded by DDA. 2. Consider funding additional support if needed for success if programs meet Council requirements.
Expected Outputs: none- monitoring
Expected Outcomes: none- monitoring
Data Evaluation & Measurement: none- monitoring

Objective 3.5: Increase community-based employment opportunities for people with developmental disabilities, including people with significant support needs.
Major Activities:
<ol style="list-style-type: none"> 1. Monitor and advocate for effective implementation of the state’s minimum wage phase-out plan. 2. Building on FY2017 and 2018 outcomes, fund technical assistance from subject matter experts and peer support for additional service providers to increase capacity and support innovation that leads to more employment and other inclusive community-based alternatives. 3. Advocate for improvements in state policies and programs 4. Finalize, print and widely disseminate Employment and Meaningful Day publication with messaging aimed at a range of audiences, including but not limited to parents, providers, and employers.

Expected Outputs:

1. Council serves on four committees, workgroups, or advisory councils that make recommendations for improvements to Employment First policies and practices.
2. Work on the recommendations made by the Employment First Advisory Committee in progress.
3. 10 additional employment service providers supported to transform and improve their practices.
4. Employment & Meaningful Day publication available in print and online.
5. At least 3000 people receive Employment publication electronically/in print and gain knowledge.

Expected Outcomes:

1. Plan to phase out subminimum wage is implemented.
2. Additional recommendations by Employment First Advisory Committee are implemented.
3. More employment service providers transform and improve their practices.
4. More people with developmental disabilities are employed in integrated settings.
5. More sheltered workshops downsize.
6. More people with developmental disabilities, their families, and other stakeholders understand and support community employment.
7. Students with developmental disabilities participate in work experience while in school.

Data Evaluation & Measurement:

1. Subminimum wage phase out implementation report and bi-annual employment data reviewed for: 1) state and provider agency policy/procedure changes; 2) subminimum wage phase out plan progress; and 3) number of people transitioning from subminimum wage jobs to community employment and/or other activities (outcome)
2. Grantee quarterly reports reviewed for: 1) employment promising/best practices implemented; 2) employment policies and procedures improved; 3) number of providers increasing their skills; 3) number of people with developmental disabilities employed in integrated settings; 4) number of people transitioning to employment from segregated settings; and 5) lessons learned for replication (output).
3. Quarterly Council report reviewed for: 1) State policies created and/or improved; 2) provider practices supported and improved; 3) number of sheltered workshops downsized; (outcome).
4. Quarterly Council communication's report reviewed for the number of people receiving Employment publication (output).
5. Learning Community meetings to gather input on process, progress and outcomes (outcome).

Objective 3.6: In collaboration with people with developmental disabilities, their families, and stakeholders, increase opportunities for people with developmental disabilities living in rural areas to find and maintain employment by reducing barriers to employment unique to rural areas.

Major Activities:

1. Support and fund technical assistance for providers in rural areas that are customized to their needs.
2. Support a Peer Network of employment providers in Southern Maryland.
3. Advocate and support policies that address challenges in rural areas.

Expected Outputs:

1. 3 additional employment service providers supported to transform and improve their practices.
2. Employment & Meaningful Days publication includes issues of importance to rural areas.
3. At least 200 people in rural areas receiving Employment publication.
4. A minimum of 2 best practices and approaches to employment supports in rural areas adopted by a minimum of 3 employment service providers.

Expected Outcomes:

1. Employment service providers in rural areas have increased knowledge.
2. More employment service providers transform and improve their practices.
3. People with developmental disabilities and their families understand and support integrated employment.
4. More people with developmental disabilities living in rural areas are employed in integrated settings.

Data Evaluation & Measurement:

1. Quarterly Council report reviewed for 1) number of best practices supported for rural areas; 2) policy improvements, and 3) number of providers supported (output).
2. Grantee quarterly reports reviewed for: 1) number of best practices for rural areas implemented and expanded; 2) number of innovative approaches implemented; 3) number of providers reporting increased knowledge and skills; and 4) number of people with developmental disabilities employed in integrated settings (outcome).
3. Quarterly Council communication's report reviewed for: 1) number of people receiving communication materials; and 2) number of resources disseminated (output).
4. Meetings with Learning Community to gather input on process, progress and outcomes (outcome).

Objective 3.7: Increase access to community-based services and supports.**Major Activities:**

1. Advocate for increased funding allocated to the DDA waiting list resulting in more people receiving the supports and services they need and want.
2. Support implementation of improved waiting list policies.
3. Advocate for policies and program changes that result in improved services and supports for people with developmental disabilities.
4. Advocate for improvements in laws and regulations.
5. Co-sponsor Developmental Disabilities Day at the Legislature with the DD Coalition.
6. Fund an initiative that builds provider capacity to meet the HCBS rule requirements.

Expected Outputs:

1. 188 legislators educated.
2. A minimum of 5 policies created or changed.
3. A minimum of 5 statutes/regulations created or changed.
4. A minimum of 5 promising practices supported.
5. Council serves on 8 committees, workgroups, or advisory councils that make recommendations for improvements.
6. At least \$15M in additional funding for the DDA waiting list.
7. At least 500 diverse stakeholders participate in DD Day at the Legislature.

Expected Outcomes:

1. A minimum of 10 improvements to statute, regulations and policies.
2. More people receive DDA services.
3. More people access community-based services and supports.
4. Services and supports for children and adults with developmental disabilities are improved.

Data Evaluation & Measurement:

1. Quarterly Council report reviewed for 1) number of legislators educated; 2) number of improvements to policies; 3) number of statute/regulation improvements; 4) number of promising/best practices supported; 5) number of committees/workgroups/advisory councils served on; and 6) funding for DDA waitlist. (output).
2. Quarterly Council report reviewed for: 1) policy/procedure changes adopted and implemented; and 2) number of regulatory changes adopted and implemented (outcome).
3. Council Legislative Report reviewed for number of statute changes adopted and implemented (outcome).
4. State budget analyzed for number of people receiving DDA services.