



**Champaign County Board for Care and Treatment of Persons with a
Developmental Disability, referred to as Champaign County
Developmental Disabilities Board (CCDDB)**

Meeting Agenda

Wednesday, May 27, 2026, 9:00 AM

This meeting will be held in person in the Shields-Carter Room of the Scott M. Bennett Administrative Center, 102 E. Main St., Urbana, IL 61801. Members of the public may attend in person or virtually: <https://us02web.zoom.us/j/81559124557> Meeting ID: 815 5912 4557

I. Call to order

II. Roll call

III. Approval of Agenda*

IV. Schedules and Timeline

For information only are the CCDDB 2026 Meeting Schedule [posted here](https://champaigncountyil.gov/MHBDDDB/pdfs/ddbmeetsched2026.pdf) (<https://champaigncountyil.gov/MHBDDDB/pdfs/ddbmeetsched2026.pdf>),

Champaign County Mental Health Board (CCMHB) 2026 Meeting Schedule [posted here](https://champaigncountyil.gov/MHBDDDB/pdfs/mhbmeetsched2026.pdf) (<https://champaigncountyil.gov/MHBDDDB/pdfs/mhbmeetsched2026.pdf>), and

Allocation Timeline or "CCDDB Important Dates" posted among [public documents here](https://ccmhddbrds.org) (<https://ccmhddbrds.org>).

V. CCDDB Acronyms and Glossary

For information, an updated glossary is [posted here](https://www.champaigncountyil.gov/MHBDDDB/PDFS/DDB%20Glossary%202024.pdf) (<https://www.champaigncountyil.gov/MHBDDDB/PDFS/DDB%20Glossary%202024.pdf>).

VI. Citizen Input/Public Participation - See below for details.**

VII. Chairperson's Comments – Dr. Anne Robin

VIII. Executive Director's Comments – Lynn Canfield

IX. Approval of CCDDB Board Meeting Minutes (pages 5-8)*

Action is requested to approve the minutes of the CCDDB's April 22, 2026 meeting.

X. Vendor Invoice Lists (pages 9-10)*

Action is requested to accept the “Vendor Invoice Lists” and place them on file.

XI. Staff Reports (pages 11-22)

Reports from Kim Bowdry, Leon Bryson, Stephanie Howard-Gallo, and Shandra Summerville are included in the packet for information only.

XII. New Business

a) Additional Agency Information (pages 23- 29)

For information only, a briefing memorandum includes Board questions and agency responses related to application for Program Year 2027 funding.

b) Program Year 2027 Funding (pages 31– 47)*

A Decision Memorandum presents staff suggestions for affordable allocations of Program Year 2027 funds. Action is requested. A spreadsheet is attached for reference.

c) Evaluation Capacity Building Project Update (pages 49-68)

The project’s Year Three Report is included. An overview will be provided.

See <https://www.familyresiliency.illinois.edu/resources/microlearning-videos>.

XIII. Old Business

a) Emerging Threats

The Board may discuss threats to the safety and stability of people with I/DD and other vulnerable residents.

b) Input from People with I/DD

People with I/DD may choose to offer input to the Board and public at this time.

c) Engage Illinois

An oral update will be provided.

d) disAbility Resource Expo and AIR Updates

Oral updates will be provided. See <https://disabilityresourceexpo.org> and <https://champaigncountyair.com>

e) Program Year 2026 Third Quarter Reports (pages 69-106 and 107-122)

Included for information only are the service activity reports from all funded I/DD programs and service claims data reports from those programs which provide individual claims information.

XIV. Successes and Other Agency Information

The Chair reserves the authority to limit individual agency representative participation to 5 minutes and/or total time to 20 minutes. See below for details.**

XV. County Board Input

XVI. Champaign County Mental Health Board Input

XVII. Board Announcements and Input

XVIII. Adjournment

* Board action is requested.

**Public input may be given virtually or in person. If the time of the meeting is not convenient, you may communicate with the Board by emailing stephanie@ccmhb.org or kim@ccmhb.org any comments for us to read aloud during the meeting.

The Chair reserves the right to limit individual time to five minutes and total time to twenty minutes. All feedback is welcome. The Board does not respond directly but may use input to inform future actions. Agency representatives and others providing input which might impact Board actions should be aware of the [Illinois Lobbyist Registration Act, 25 ILCS 170/1](#), and take appropriate [steps to be in compliance with the Act](#).

For accessible documents or assistance with any portion of this packet, please [contact us](#) (kim@ccmhb.org).

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**CHAMPAIGN COUNTY BOARD FOR CARE AND TREATMENT OF
PERSONS WITH A DEVELOPMENTAL DISABILITY (CCDDB)
MEETING**

Minutes April 22, 2026

*This meeting was held at the Scott Bennett Administrative Center
102 E. Main St., Urbana, IL 61802
and with remote access via Zoom.
9:00 a.m.*

MEMBERS PRESENT:

Kim Fisher, Anne Robin, Dianne Husby-Gordon, Susan Fowler, Neil Sharma

STAFF PRESENT:

Kim Bowdry, Lynn Canfield, Stephanie Howard-Gallo, Shandra Summerville, Chris Wilson

OTHERS PRESENT:

Ryan LaCosse, Heather Bouchez, Best Buddies; Danielle Matthews, Patty Walters, Kelli Martin, AJ Zwettler, Heather Levingston, Sarah Perry, Laura Bennett, Jodie Harmon, DSC; Hannah Sheets, Becca Obuchowski, Community Choices; Paula Vanier, Mel Liong, Eric Enger, Michelle Ingram, PACE; Jacinda Dariotis, Family Resiliency Center UIUC; Angela Yost, Jessica Heckenmueller, CCRPC; Annie Bruno, ARC of Illinois; Jenny Lokshin, Champaign County Board

CALL TO ORDER:

Dr. Robin called the meeting to order at 9:05 a.m. CCDDB member Dr. Fisher requested to attend remotely due to employment obligations. In compliance with the CCDDB By-Laws a motion was requested by Dr. Robin to allow her attendance.

MOTION: Dr. Fowler moved to allow remote attendance for Dr. Kim Fisher for this meeting due to employment obligations, as allowed in the CCDDB By-Laws. Dr. Sharma seconded the motion. All CCDDB members voted aye and the motion passed.

ROLL CALL:

Roll call was taken, and a quorum was present.

APPROVAL OF AGENDA:

An agenda was approved.

CCDDB and CCMHB SCHEDULES/TIMELINES:

Draft CCDDB and CCMHB meeting schedules and CCDDB allocation timeline were posted online and linked in the agenda.

ACRONYMS and GLOSSARY:

A list of commonly used acronyms was posted publicly and linked in the agenda.

CITIZEN INPUT/PUBLIC PARTICIPATION:

None.

CHAIR'S COMMENTS:

Dr. Robin reviewed the agenda.

EXECUTIVE DIRECTOR'S COMMENTS:

Director Canfield discussed the process of the staff reviewing the applications.

APPROVAL OF MINUTES:

Minutes from the March 25, 2026 meeting were included in the packet.

MOTION: Dr. Sharma moved to approve the 3/25/26 board meeting minutes. Dr. Fowler seconded the motion. A voice vote was taken and the motion passed.

VENDOR INVOICE LISTS:

The Vendor Invoice List was included in the packet.

MOTION: Dr. Fowler moved to approve the Vendor Invoice List as presented. Dr. Sharma seconded the motion. A voice vote was taken and the motion passed unanimously.

STAFF REPORTS:

None.

NEW BUSINESS:

Delayed Agency Audit:

A Decision Memorandum presented an update on the PACE audit. CCDDB contracts require that if an audit of the prior year has not been shared by March 31, the Board decides whether to continue

the current contract. Michelle Ingram from PACE was present to answer Board questions. Ms. Ingram stated their audit is expected this week.

MOTION: Dr. Fisher moved to defer a decision on whether to continue or cancel PACE’s Program Year 2026 contract as of March 31, 2026, until the Program Year 2025 audit report has been filed and any related follow-up issues resolved. Dr. Fowler seconded the motion. There was Board discussion. Dr. Fisher withdrew her motion and Dr. Fowler agreed.

MOTION: Dr. Sharma moved to continue PACE’s Program Year 2026 contract, withholding payments until the Program Year 2025 audit report is submitted and follow-up issues resolved. Dr. Fowler seconded. A roll call vote was taken and the motion passed.

MOTION: Dr. Fowler moved to consider PACE’s Program Year 2027 funding request without the completed Program Year 2025 audit. Dr. Sharma seconded. The motion passed.

Applications for Program Year 2027 Funding:

For information was a list of I/DD funding for Program Year 2027 requests with reviewers.

DRAFT Program Summaries of I/DD Funding Requests:

For information only were draft staff reviews of all funding requests related to I/DD. These were included for information, to support Board member reviews of each request. Board members reviewed the applications alphabetically.

OLD BUSINESS:

Emerging Threats:

Dr. Fisher provided an update.

Input from People with I/DD:

None.

Engage Illinois:

Dr. Fowler provided an update.

Evaluation Capacity Building Project Update:

An oral update was provided by Jacinda Dariotis from UIUC. See resources developed by the team at <https://www.familyresiliency.illinois.edu/resources/microlearning-videos>.

disAbility Resource Expo and AIR Updates:

See also <https://disabilityresourceexpo.org> and <https://champaigncountyair.com>. Updates were provided by Director Canfield.

Board members reflected on the great work of Barbara Bressner for past art shows and Expos.

SUCSESSES AND AGENCY INFORMATION:

Successes and agency information was provided by Annie Bruno from the Arc of Illinois; Brian from Best Buddies, AJ Zwettler from DSC; Paula Vanier from PACE; Angela Yost from CCRPC.

COUNTY BOARD INPUT:

Jenny Lokshin stated she enjoyed the review of the programs that have requested funding.

CHAMPAIGN COUNTY MENTAL HEALTH BOARD (CCMHB) INPUT:

The CCMHB will meet tonight and begin the review of their program summaries. They are not expected to finish and will continue the review next week.

BOARD ANNOUNCEMENTS AND INPUT:

The CCDDDB will not meet next week.

ADJOURNMENT:

The meeting adjourned at 11:04 a.m.

Respectfully Submitted by:

Stephanie Howard-Gallo
CCMHB/CCDDDB Compliance and Operations Coordinator

**Minutes are in draft form and subject to approval by the CCDDDB.*

VENDOR INVOICE LIST

Champaign County, IL FUND = DDB MONTH = April 2026

Vendor

Invoice Check Invoice

Number Vendor Name Invoice Date Run Net Invoice Description

Number	Vendor Name	Invoice	Date	Run	Net	Invoice Description
1	CHAMPAIGN COUNTY TREASURER	Apr'26 DD26-078	4/1/2026	041026A	35,420.00	DD26-078 Decision Support PCP
10146	COMMUNITY CHOICES, INC	Apr'26 DD26-095	4/1/2026	041026A	21,333.00	DD26-095 Customized Employment
10146	COMMUNITY CHOICES, INC	Apr'26 DD26-090	4/1/2026	041026A	19,416.00	DD26-090 Inclusive Community Support
10146	COMMUNITY CHOICES, INC	Apr'26 DD26-076	4/1/2026	041026A	4,000.00	DD26-076 Staff Recruitment & Retention
10146	COMMUNITY CHOICES, INC	Apr'26 DD26-075	4/1/2026	041026A	19,000.00	DD26-075 Self-Determination Support
10146	COMMUNITY CHOICES, INC	Apr'26 DD26-077	4/1/2026	041026A	20,250.00	DD26-077 Transportation Support
10170	DEVELOPMENTAL SERVICES CENTER C	Apr'26 DD26-084	4/1/2026	041026A	21,916.00	DD26-084 Clinical Services
10170	DEVELOPMENTAL SERVICES CENTER C	Apr'26 DD26-091	4/1/2026	041026A	43,583.00	DD26-091 Community Employment
10170	DEVELOPMENTAL SERVICES CENTER C	Apr'26 DD26-081	4/1/2026	041026A	52,333.00	DD26-081 Community Living
10170	DEVELOPMENTAL SERVICES CENTER C	Apr'26 DD26-092	4/1/2026	041026A	10,166.00	DD26-092 Connections
10170	DEVELOPMENTAL SERVICES CENTER C	Apr'26 DD26-085	4/1/2026	041026A	8,541.00	DD26-085 Employment First
10170	DEVELOPMENTAL SERVICES CENTER C	Apr'26 DD26-080	4/1/2026	041026A	26,666.00	DD26-080 Individual and Family Support
10170	DEVELOPMENTAL SERVICES CENTER C	Apr'26 DD26-083	4/1/2026	041026A	41,666.00	DD26-083 Service Coordination
10170	DEVELOPMENTAL SERVICES CENTER C	Apr'26 DD25-086	4/1/2026	041026A	20,333.00	DD25-086 Workforce Development
18323	DIMOND BROS. INSURANCE LLC	1813124	4/7/2026	041726A	1,014.00	Policy #EPP 0577739 Renewal

VENDOR INVOICE LIST

Champaign County, IL FUND = I/DDSI MONTH = April 2026

Vendor Number	Vendor Name	Invoice	Date	Invoice Check Run	Invoice Net	Invoice Description
1	CHAMPAIGN COUNTY TREASURER	Apr'26 IDDSI25-089	4/1/2026	041026A	19,336.00	IDDSI25-089 Community Life Short Term Assist

Kim Bowdry,
Associate Director for Intellectual & Developmental Disabilities
Staff Report – March, April, & May 2026

CCDDB/CCMHB/IDDSI:

Much of March and April were spent updating documents to make them accessible. I spent a significant amount of time participating in meetings and webinars regarding accessibility requirements. Additional time was spent frantically googling accessibility requirements.

I also spent a significant amount of time during March and April reviewing Program Year 2027 I/DD funding requests and compiling Program Summaries for each request. I also worked on the Decision Memorandum for Program Year 2027 funding. I am also finishing with special provisions that will be included in Program Year 2027 contracts.

Program Year 2026 3rd Quarter Reports were due on April 29, 2026. Stephanie Howard-Gallo, Contracts and Compliance Coordinator sent an email to agency staff reminding them of the due date on April 7, 2026. 3rd Quarter Program Reports for CCDDB and CCMHB I/DD funded programs are included in the CCDDB Board packet for review. Program Year 2026 3rd Quarter Service Data reports for CCDDB and CCMHB I/DD funded programs were created using the data entered in the system by agency staff and are also included in the CCDDB Board packet for review. These reports were reviewed and documented, the information was added to the CCDDB and CCMHB I/DD funded program Performance Data Charts. Both reports look different than previous reports to maintain accessibility.

PACE submitted their Board approved Program Year 2025 Audit on May 5, 2026. The CCDDB/CCMHB Financial Director sent an email with follow-up questions to the PACE Executive Director on May 6, 2026. The audit follow-up was unresolved at the time of this writing.

I participated in monthly meetings with CCDDB/CCMHB staff and Dr. Dariotis from the Family Resiliency Center, related to the Evaluation Capacity project.

I provided support to agency users with the Online System.

I met with Director Canfield, Board Executives, and other staff members to discuss programs using I/DD set aside funds.

I created instructions for adding captions to Zoom Meeting and Study Session recordings and uploading the recordings to YouTube. I also spent time working with Executive Director Canfield going through the process of adding captions and uploading the recordings to the CCDDB/CCMHB YouTube Channel. The February, March, and April meetings were all uploaded to the CCDDB/CCMHB YouTube Channel. Please visit the CCDDB/CCMHB YouTube Channel to [view the recordings \(http://www.youtube.com/@champaigncountymhbandddb\)](http://www.youtube.com/@champaigncountymhbandddb).

I created a CCDDB/CCMHB Newsletters for February, March, April, and May. The June Newsletter will be emailed in early June.

I supported AIR artists at Ebertfest on Friday, April 17th at the Virginia Theater.

Illinois Department of Human Services - Division of Developmental Disabilities IDHS-DDD: IDHS-DDD released an updated 'Understanding PUNS' flyer. [View the flyer here \(https://www.dhs.state.il.us/OneNetLibrary/27897/documents/DD/PIO%20Comms/4313-Understanding%20PUNS-Flyer.pdf\)](https://www.dhs.state.il.us/OneNetLibrary/27897/documents/DD/PIO%20Comms/4313-Understanding%20PUNS-Flyer.pdf).

Contract Amendments:

A contract amendment was completed for CCRPC Decision Support PCP.

Learning Opportunities:

On March 26, 2026, Tim Offenstien presented "Accessibility Training: Building Accessible Websites." Over 30 people participated in the training.

CCDDB and CCMHB are partnering with UIUC School of Social Work and The University of Illinois Leadership Center (ILC) to offer a series of leadership training courses. The United Way and Community Foundation of East Central Illinois are also partnering on this project. The next training course, Leading with Compassion and Empathy, is scheduled for July 15, 2026, from 9:30-10:30 AM at the Champaign Public Library. [Please register here to join \(https://socialwork.illinois.edu/2026/02/03/foundations-of-effective-leadership-training-series/\)](https://socialwork.illinois.edu/2026/02/03/foundations-of-effective-leadership-training-series/).

DISABILITY Resource Expo:

I sent an Expo update email to past Expo exhibitors and stakeholders. I also dropped off Disability Resource Expo books at the Division of Rehabilitation Services.

I developed a letter of thanks to send to Allison and Dylan Boot for their time spent as Expo Coordinators. I also purchased two engraved awards that will be sent to Mr. and Mrs. Boot upon completion, along with a letter of thanks. I am working on a similar letter/item for the family of Mrs. Barbara Bressner.

Mental Health and Developmental Disabilities Agencies Council (MHDDAC):

I participated in the February MHDDAC meeting. There were no presentations for the February meeting, however agency representatives were given time to share agency updates. During the March meeting, Lisa Wilson, The Refugee Center shared information about the services offered by The Refugee Center. During the April meeting, Alayia Forsyth and Hannah Hensley, Crisis Nursery provided information regarding Crisis Nursery's service options. The next meeting of the MHDDAC is scheduled for May 26, 2026.

Association of Community Mental Health Authorities of Illinois (ACMHAI):

I participated in the March, April, and May Executive Committee meetings. The I/DD Committee meetings were held in March and May. During the March meeting, National and State updates were provided to and discussed by the committee. Committee members also shared Community Updates.

During the May meeting, Fran Tobin, Coordinator – Alliance for Community Services provided a presentation on the Humanize Long Term Care Campaign to the I/DD Committee. Our next meeting is scheduled for July, and we will have a presentation on the I/DD Navigator Program.

I also participated (remotely) in the ACMHAI Membership and Business Meeting held at the end of March.

[National Association for County Behavioral Health and Developmental Disability Directors \(NACBHDD\):](#)

The NACBHDD I/DD Committee met on April 14. The next I/DD Committee meeting is scheduled for July 14, 2026.

[Human Services Council \(HSC\):](#)

The Chair of the HSC stepped down in March. The group has not been reorganized but continues to distribute information via the email list.

[Champaign County Transition Planning Committee \(TPC\):](#)

I attended the TPC meeting on March 5, 2026. At the March meeting, there was a presentation from representatives from the Halo Program at Heartland Community College. The HALO Program provides a higher education experience for students ages 18 - 28 with intellectual and/or developmental disabilities or other learning challenges through two options (HALO Initial 2 Year Program or HALO Transition Year) and additional campus resources.

[Champaign County Community Coalition Race Relations Subcommittee:](#)

I attended the Race Relations Subcommittee Meetings on April 20, 2026 and May 18, 2026.

[Other:](#)

I participated in several webinars, specifically those pertaining to improving accessibility in Word and PDF documents. I also participated in a Freedom of Information Act webinar and an Open Meetings Act webinar.

Leon Bryson, Associate Director for Mental Health & Substance Use Disorders - Staff Report-May 2026

The last few months have been incredibly busy. For most of March, April, and part of May, I focused on creating, evaluating, and compiling PY27 Program Summaries for every funding application. Additionally, I was involved in drafting the Decision Memorandum regarding PY27 funding. I met with Executive Director Canfield, Board President McLay, and each MHB member to review and discuss various agency applications for PY27 funding. I also reached out via email to the agencies that requested funding to confirm the accuracy of our program summaries and to determine if they could function at a lower funding level. Finally, I dedicated some time to support Executive Director Canfield and Associate Director Bowdry in ensuring some of our forms met ADA compliance standards. I commend them for leading the charge to make our documents compliant as effectively and quickly as they could.

Agency Progress Reports:

Agency PY26 Program Service Activity reports for the third quarter were to be submitted by April 29, 2026. A reminder about the reporting deadline and the procedure for requesting extensions was circulated by Ms. Stephanie Howard-Gallo to the agencies involved. All submitted reports were then examined and compiled into a single report, which is part of this board packet. The details are organized in Excel files saved in the Program Performance Data Charts. Extensions for submitting late reports were requested by Immigrant Services, Promise Healthcare, and The Refugee Center. All necessary reports have been received.

Contract Amendment:

Children's Advocacy Center received board approval for a contract amendment to update PY26 and PY27 budget forms, covering staff costs, occupancy, consultant fees, and development.

Site Visits:

I conducted a site visit in March at the main office of the Don Moyer Boys and Girls Club, along with Ms. Stephanie Howard-Gallo. There were no significant issues found concerning the agency's programming services. Every site visit consists of a conversation with the Program Director and appropriate staff about the effectiveness of the program, in addition to examining client records and data on service usage. Upon request, the program directors and their teams supplied all essential supporting documents.

ACMHAI Committee Meetings:

I took part in the monthly meetings for the Legislative and I/DD Committee. Additionally, I joined the 2-day ACMHAI March Membership Meetings through Zoom. On May 12th, members of the I/DD group listened to a presentation by Fran Tobin, the Coordinator for Alliance for Community Services, who discussed ways to enhance and broaden public services for everyone.

CCMHDDAC Meeting:

On March 24, Ms. Lisa Wilson from the Refugee Center shared detailed insights about the services offered by the Refugee Center. Among various workshops, they currently feature “Know Your Rights,” along with financial literacy, homeownership guidance, COVID-related resources, Community Cares, health care benefits, and assistance with public benefit applications. The center employs 25 staff members, many of whom are multilingual, covering a total of 10 languages. They also offer translation services and transportation for clients attending court appointments, school meetings, and more. Additionally, the Refugee Center assists with basic immigration paperwork, such as renewals, though they do not provide legal advice. In the April meeting, Ms. Alayia Forsyth and Ms. Hannah Hensley discussed the programs available at the Crisis Nursery. Safe Children offers temporary childcare for children aged 0 to 6 and essential items to families in need. Strong Families supports families through initiatives like Beyond Blue and Paving Pathways, as well as parent-child interaction groups, home visits, and other helpful resources.

CIT Steering Committee:

Executive Director Canfield covered the April meeting. The next meeting is scheduled for June 3rd at the Bennett Administration Building.

Continuum of Service Providers to the Homeless (CSPH):

On March 9, 2026, I participated in the CSPH Kick Homelessness event held at the I-Hotel. The Homebase Visit Kick-Off attracted 130 participants, with an equal number of survey responses collected afterward. During the April meeting, members engaged in discussions about Focus Groups. We held four focus groups to gather feedback from the community on various subjects. Concerning the Steering Committee Meeting, there are plans for four upcoming meetings, each dedicated to a specific topic: Coordinated Entry, Housing, and Homeless Services. The Strategic plan is set to be completed by June, accompanied by a Kick-End event either in June or July. Homebase has asked for a funding map concerning shelter and supportive services to better understand the sources and destinations of funding, as well as what funding opportunities are available.

Evaluation Capacity Committee Team:

I took part in the monthly meetings with the Evaluation Capacity project team. On May 8th, Dr. Jacinda Dariotis and her team presented their annual report to the CCMHB/CCDDB staff and highlighted a forthcoming training for agencies scheduled for June 22nd at the Champaign Public Library.

NACBHDD Behavioral Health & Justice Committee Meeting:

During the May 6th meeting, the Department of Justice, Office of Justice Programs (OJP), along with Advocates for Human Potential (AHP), engaged in discussions about essential resources related to behavioral health and justice. OJP shared an update on the initiatives of the Bureau

of Justice Assistance, emphasizing recent funding sources and collaboration opportunities available for participants.

Rantoul Service Provider's Meeting:

I missed the April meeting due to being on vacation.

SOFTT/LANS Meeting:

In the past few months, the committee has been organizing the second annual Fatherhood Forum: Protecting the Legacy. This event will take place on Wednesday, June 10th, at the Champaign Public Library, from 11 am-3 pm. It will feature a panel discussion with presenters and community leaders, along with breakout sessions centered around Advocacy, Resiliency, and Finances, as well as resource tables. Participants can anticipate food and raffle prizes.

Other Activities:

- May 14th, I attended the Retirement Open House for Cunningham's Children's Home Director Pat Ege.
- May 13th, I attended the Addiction Resource Council (ARC) Webinar: Understanding Family Dynamics in Addiction: Why Parents and Adult Children Get Stuck and What Helps.
- May 7th, staff met CCMHB/CCDDB Presidents and members to discuss PY27 funding for IDD programs.
- April 30th, I attended the Drug Court Graduation Ceremony via zoom. Five graduates received certificates for their completion of drug court, which is a post-adjudicatory treatment-based alternative to incarceration.
- April 30th, Executive Director Canfield, Financial Manager Chris Wilson, and I met with Ms. Brenda Eakins of GROW and discussed a possible grant for a youth program through the state of Illinois.
- April 16th, I attended the Freedom of Information Act (FOIA) Webinar.
- March 26th, I attended Accessibility Training: Building Accessible Websites.

Stephanie Howard-Gallo
Operations and Compliance Coordinator
Staff Report – May 2026 Board Meeting

SUMMARY OF ACTIVITY:

3rd Quarter Reporting 2026:

3rd quarter financial and program reporting was due April 29th at 11:59 p.m. I sent the funded agencies a reminder of the deadline, along with the form to submit if they need an extension.

Promise Healthcare and ECIRMAC requested an extension for reports.

Second Notice of Funding Availability (NOFA):

I requested the 2nd NOFA be listed in the News Gazette for one day. I also had it posted on our website and the County's facebook page. Kim Bowdry posted it in the March CCMHB/CCDDB newsletter. We received an affidavit of publication from the News Gazette.

Site Visits:

I accompanied Leon Bryson on a site visit to WIN Recovery on February 19th. I reviewed four client files and submitted my notes to Mr. Bryson for the final report.

On March 17th, I accompanied Leon on a site visit to Don Moyer Boys and Girls Club (DMBGC). I reviewed three client files for the CU Change program and confirmed Summer Coalition numbers.

Audits:

Completed audits are sent to a consultant (John Brusveen) for review. I provided the consultant with all financial reports for late audits from FY2025.

Trainings:

I attended webinars on the Freedom of Information Act (FOIA) and the Open Meetings Act (OMA) that were conducted by the Attorney General's Office.

I attended "Navigating the new ADA Web Requirements".

Community Awareness/Anti-Stigma Efforts/Alliance for Inclusion and Respect (AIR):

I attended a planning meeting for Ebertfest on March 10th.

We had the usual art show/sale at the final Ebertfest April 17 and 18, 2026. Rosecrance Inc. provided breakfast and lunch for the artists on the 17th. Nancy Carter from NAMI provided support to the show on both days of the sale.

Funding Applications:

My reviews of the submitted eligibility questionnaires were entered into program summaries. The program summaries also contained any compliance concerns that I noted.

CCMHB Annual Report:

The CCMHB approved the 2025 Annual Report in April. I sent the approved report to the Illinois General Assembly who represent Champaign County, and the public, through posting on the County's site and the News Gazette. We received an affidavit of publication from the News Gazette.

It was also sent to the Department of Human Services—Mental Health Division. The link to the report was posted in the CCMHB May newsletter and on the Champaign County facebook page.

Other:

- Prepared meeting materials for CCMHB/CCDDB regular meetings and study sessions/presentations.
- Attended meetings for the CCMHB/CCDDB.
- Wrote minutes for the CCMHB/CCDDB meetings.

May 2026

Staff Report- Shandra Summerville

Cultural and Linguistic Competence Coordinator

CCMHB/DDB Cultural Competence Requirements for Annual CLC Plans connected to National CLAS (Culturally and Linguistically Appropriate Services) Standards

Annually for submitting CLC Plan with actions supporting the National CLAS Standards. Cultural Competence is a journey, and each organization is responsible for meeting the following requirements:

1. **Annual Cultural Competence Training-** All training related to building skills around the values of CLC and ways to engage marginalized communities and populations that have experienced historical trauma, systematic barriers to receiving quality care. Each organization is responsible for completing and reporting on the training during PY25/26
2. **Recruitment of Diverse backgrounds and skills for Board of Director and Workforce-** Report activities and strategies used to recruit diverse backgrounds for the board of directors and workforce to address the needs of target population that is explained in the program application.
3. **Cultural Competence Organizational or Individual Assessment/Evaluation-** A self-assessment organizational should be conducted to assess the views and attitudes towards the culture of the people that are being served. This also can be an assessment that will identify bias and other implicit attitudes that prevent a person from receiving quality care. This can also include client satisfaction surveys to ensure the services are culturally responsive.
4. **Implementation of Cultural Competence Values/Trauma Informed Practices-** The actions in the CLC Plan will identify actions that show how policies and procedures are responsive to a person culture and the well-being of employees/staff and clients being served. . This can also show how culturally responsive, and trauma informed practices are creating a sense of safety and positive outcomes for clients that are being served by the program.
5. Outreach and Engagement of Underrepresented and Marginalized Communities defined in the criteria in the program application.
6. **Inter-Agency Collaboration-** This action is included in the program application about how organizations collaborate with other organizations formally (Written agreements) and informally through activities and programs in partnership with other organizations. Meetings with other organizations without a specific activity or action as an outcome is not considered interagency collaboration.
7. **Language and Communication Assistance-** Actions associated with CLAS Standards 5-8 must be identified and implemented in the Annual CLC Plan. The State of Illinois requires access an accommodation for language and communication access with qualified interpreters or language

access lines based on the client's communication needs. This includes print materials as assistive communication devices.

Agency Cultural and Linguistic Competence (CLC) Technical Assistance, Monitoring, Support and Training for CCMHB/DDB

Agency Monitoring and Site Visits

CLC Site Visits for PY2025-26

- Children's Advocacy Center- Completed
- Christian Health Center- Completed
- CSCNCC- Completed
- CU Early
- DMBGC (2 programs)
- Family Service (3 programs)
- GROW- Completed
- Head Start/Early Head Start- Completed
- Immigrant Services- Completed
- Promise (2 programs)
- WIN Recovery

2nd Quarterly Reporting Data Review

All organizations completed their 2nd Quarter CLC Plan. There is a summary of the findings in the submitted reports. If you would like to see more detailed information about a specific organization, please feel free to contact me: shandra@ccmhb.org

Annual Cultural Competence Training

Requirements have been completed in a variety of specific training courses around Cultural Humility; Anti-Discrimination; Engaging LGBT Clients; How to work with Non-English-Speaking Families; Changes to SNAP Benefits (English and Spanish); Changes to Medicaid Benefits; Cultural Competence; How to Recognize Bias.

Governance, Workforce, and Leadership:

Handbook revisions and policy changes are mostly reported by the organizations. Most employee recruitment is through LinkedIn, Indeed, through community listserv, and word of mouth. There is not a clear process of assessing applicants that are culturally competent, it is usually based on work history and previous experience with a population. Peer Support (Lived Experience) is also named as an important component to the workforce. Each organization is asked: **"On your agency's governing Board, do any have lived experience (i.e., have a mental illness, substance use disorder, or I/DD or are the caregiver for such an individual)? Yes or No."** All organizations except for two organizations have answered the question Yes.

Communication and Language Assistance:

All organizations provide Language assistance for clients. Some organizations provide language lines, interpreters, and bilingual staff is available. Smaller organizations may utilize support like Google Translate and other tools provided to engage. Email and Newsletters are the most common way of communicating about appointments and upcoming events to clients. Due to budget constraints, organizations may not have the ability to provide adequate language services.

Cultural Competence Organizational or Individual Assessment/Evaluation:

Some organizations have not completed cultural competence organizational assessment. Individual Assessments are completed annually about the services that are provided. Work continues to be streamlined and strengthened with the University of Illinois Evaluation Capacity Team.

Engagement, Continuous Improvement, and Accountability:

Most organizations reported that they evaluate their engagement based on contact with an individual client during the assessment. The engagement is connected to Resource Fairs, Interagency Collaboration, and interagency engagement. Through satisfaction surveys is how important and accountability are measured.

Principal Standard:

Organizations report on their commitment to providing services that are client centered and it is not clear how it is measured. Organizations will be offered some training and support on how to report on the principal standard of the National CLAS Standards. Here is the principal standard:

“Provide effective, equitable, understandable, and respectful quality care and services that are responsive to diverse cultural health beliefs and practices, preferred languages, health literacy, and other communication needs.”

(Sources: **Think Cultural Health** <https://www.thinkculturalhealth.hhs.gov/contact@thinkculturalhealth.hhs.gov>)

Anti-Stigma Activities/Community Collaborations and Partnerships

ACMHAI:

Executive Committee Meeting- May 6, 2026

Children’s Behavioral Health Committee – May 28th

Legislative Committee- May 19th

IDD Committee

Human Services Council (HSC)

–The facilitator for HSC resigned and there was no one that has agreed to convene the meetings. The listserv is still active, and announcements are still made to inform the community about services in Champaign County.

Community Alliance

This meeting is a collaboration between organizations that are serving immigrants in Champaign County. I attended this meeting on April 16, 2026. The next meeting will be May 21, 2026. This meeting is facilitated by the New American Welcome Center.

AIR (Alliance for Inclusion and Respect)

I attended the “Last Dance” of the Roger Ebert Film Festival, April 17-18, 2026. I supported the AIR Art Show. I also connected with the director of the AIR sponsored Film, “Charlie Bird”.



BRIEFING MEMORANDUM – ADDITIONAL AGENCY INFORMATION

DATE: May 27, 2026

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

FROM: Kim Bowdry, Associate Director, and Lynn Canfield, Executive Director

SUBJECT: Agency Responses to Questions about Funding Requests

Purpose

This memorandum presents agency responses to questions raised by the CCDDB during their review of requests for funding for the Program Year 2027 (July 1, 2026 through June 30, 2027.) This additional information clarifies some aspects of the proposals and provides some details which would not have been included in the applications.

DSC Responses

From Executive Director Danielle Matthews:

Here are the responses to the DDB Member questions. Let us know if you need anything further. Thanks!

Community Employment:

- Of the 88 TPCs to be served next year, who will complete the Discovery Process? (i.e., how many new or how many continuing clients)
 - 88 Total served. All new people pursuing community employment will complete the Discovery Process.
 - Discovery Process is also revisited when someone loses their job or expresses desire to seek other employment.
 - Individuals are in various stages of employment which ranges from job development, supported employment, placement, and ongoing support. Some people may enjoy a variety of options depending on their employment goals. For example, one participant has a job that she works at on Saturdays only. She wants a job with more hours. She is doing the discovery process trying to figure out a new job to apply for,

and she spends time throughout the week volunteering or working in an SEP site when extra help is needed.

Community First:

- The Budget Narrative contains this observation, "This program has run at significant losses and is projected to continue to run at a loss in FY27." This is supported by the other budget forms which result in program level deficit.
 - Program runs at a deficit due to high costs of the program including individual needs and transportation.

Employment First:

- Could this be a target program (for intensive TA) for the Evaluation project?
 - This suggestion came from the report of ten people being hired as a result of the employers participating in the LEAP training. While the placements that occur are important, this information serves as ancillary data yet recognizing that the true intent of this program is increasing disability awareness and Employer education. While we can report on individual employment successes, we are not able to track others with disabilities who may be hired and are not directly linked to DSC or CC. Benefits of the employer training in addition to hiring people with disabilities, may include job leads, volunteer opportunities, SEP possibilities, and potential employer-referred businesses to approach for the LEAP Training. Employment leads are still typically funneled through DSC's and/or CC's Employment programs and reported through those programs.

Best Buddies, International Responses

From Ryan LaCosse, Area Director:

Thank you for considering our application to the Champaign County Board for Care and Treatment of Persons with a Developmental Disability for FY2027 funding in support of Best Buddies Jobs. We appreciate the time and care you've taken to review our proposal and provide thoughtful questions.

We hope the attached responses offer helpful clarification. Please don't hesitate to reach out if you need any additional information—we would be glad to provide further details.

Thank you again for your consideration.

Expanding Opportunities in Champaign County

Adding Best Buddies to the supported employment provider network in Champaign County would expand services by increasing meaningful informed choice for individuals receiving vocational rehabilitation supports. While existing providers may offer similar core services, the availability of multiple qualified providers is essential to ensuring that individuals with disabilities can select the provider that best aligns with their unique needs, preferences, and employment goals. Each provider brings distinct strengths, service approaches, community partnerships, and areas of expertise, creating opportunities for more individualized, person-centered supports. Expanding the provider network also promotes higher-quality service delivery, as providers are encouraged to remain responsive, innovative, and outcome-focused to effectively meet participant needs. In addition, increasing the number of providers improves access by giving individuals more options for finding a provider that is the right fit culturally, geographically, and relationally. Without a diverse provider network, informed choice is limited, leaving individuals with few realistic alternatives.

Unlike the other two providers currently in the network, our organization is also an approved supported employment provider through the Division of Developmental Disabilities for individuals receiving services under the Home and Community Based Medicaid Waiver. This allows us to provide continuity of services across funding sources and support individuals beyond the vocational rehabilitation phase, creating a more seamless transition to long-term employment supports. Additionally, Best Buddies contracts with the Social Security Administration in the Ticket to Work Program. Through this agreement, Best Buddies supports Social Security beneficiaries in building meaningful careers, not just holding jobs. Working and earning more is an opportunity our participants deserve to explore. We help individuals with intellectual and developmental disabilities (IDD) move beyond the fear of losing benefits and toward increased earnings, greater independence, and long-term financial stability.

By adding our organization, the system would not merely duplicate existing services; it would strengthen participant choice, broaden access to individualized supports, improve continuity of care, and enhance the overall quality and responsiveness of employment services available to individuals with disabilities.

Collaborating with Other Providers

Best Buddies will build on the strong foundation established by Community Choices and the Developmental Services Center in Champaign County through intentional collaboration, coordinated employer engagement, and shared strategies that expand awareness of the value of hiring individuals with IDD. While Best Buddies has not yet formally partnered with these organizations, we are eager to establish relationships that prioritize collaboration, resource-sharing, and expanded community impact rather than duplicative or competitive efforts.

Additional Information on Agency Funding Requests

The proposed program emphasizes a collaborative approach to ensure services are aligned, complementary, and responsive to community needs. Best Buddies intends to work closely with local providers to exchange best practices, coordinate referrals, and align employment-readiness strategies.

This includes exploring opportunities to co-develop job-readiness activities and shared programming, drawing on successful partnership models such as our work with Bridgeway, Inc. in McLean County. As organizations that also interface with the Illinois Department of Human Services, Division of Rehabilitation Services, we anticipate participating in coordinated communication and systems-level dialogue to share insights, identify service gaps, and strengthen employment pathways across providers.

To increase employer awareness, Best Buddies will build upon existing local outreach efforts by leveraging its extensive network of more than 500 employer partners across over 30 industries. This national network, along with established relationships in Central Illinois with companies such as Accenture, Compass Group, Jersey Mike's, and TJX, provides a strong foundation for engaging employers in inclusive hiring. We hope to collaborate with Community Choices and the Developmental Services Center to connect employers to shared resources—such as disability awareness trainings, inclusive employer directories, and coordinated hiring pipelines—ensuring a unified message and reducing duplication of outreach efforts.

A central component of this work is educating employers on the benefits of inclusive hiring. Best Buddies offers workplace inclusion trainings focused on disability etiquette, accessibility, and effective supervision practices, along with practical tools such as an Employer Handbook and Toolkit to support onboarding and retention. Through collaboration with local providers, these resources can be amplified and delivered more broadly, strengthening employer capacity across the region.

Best Buddies also seeks to partner with local organizations to engage employers beyond hiring by offering job shadowing, mock interviews, workplace tours, and mentorship opportunities. Employers, along with successfully employed participants, can serve as ambassadors—sharing their experiences and demonstrating the value of inclusive workplaces. By working together, providers can expand the reach and impact of these efforts.

Through intentional partnership, shared resources, and coordinated outreach, Best Buddies aims to complement and enhance the existing work of Community Choices and the Developmental Services Center. This approach ensures that efforts are not duplicative, but instead collectively advance a more inclusive, efficient, and effective employment system for individuals with I/DD in Champaign County.

Clarification on Criteria for Admission

Best Buddies is committed to setting participants up for success in obtaining and maintaining meaningful employment. Admission criteria are designed to ensure individuals receive any necessary services and supports prior to entering the program. In most cases, participants are referred through the Department of Rehabilitation Services, where a counselor has already determined they are ready for employment.

Participants must demonstrate behavior conducive to workplace success and be free from severe behavioral challenges. This expectation aligns with a professional code of conduct, including refraining from sexual harassment, violent verbal or physical outbursts (such as yelling, swearing, hitting, or making threats), chronic absenteeism, or an inability to engage in productive communication and collaboration with staff, coworkers, or customers. This requirement is not intended to assess overall work readiness. Best Buddies provides support in developing soft skills—such as communication, teamwork, and problem-solving—and assists participants in navigating reasonable workplace accommodations as needed.

Participants must also be free from active substance abuse. A history of substance use does not automatically disqualify an individual from the program; those who have received or are receiving treatment and have been cleared to work may be eligible. However, substance use on the job, including illegal drug or alcohol use, may result in termination of employment and/or services. As Best Buddies does not provide substance abuse treatment, individuals requiring such support are encouraged to seek services from qualified providers. The organization's expertise remains focused on employment.

The program is designed to support participants in achieving long-term independence in the workplace. While on-site job coaching is provided during the initial employment period—typically within the first 30 to 90 days, participants are expected to eventually maintain employment without continuous one-to-one support. Employment Consultants (ECs) deliver individualized, in-person coaching during this period, including conducting job-site analyses to assess tasks, workplace culture, supervisory structures, and accommodation needs. ECs provide direct support through observation, training, and collaboration with the participant and employer to promote successful workplace integration. Initial orientation and training generally last one to two weeks but may vary based on individual needs and job complexity.

Best Buddies utilizes a structured, individualized approach to gradually fading paid job supports while strengthening natural supports within the workplace. This process begins early and is continuously adjusted based on the participant's progress, independence, and level of integration. ECs work closely with supervisors to reinforce inclusive practices and ensure appropriate supports are in place. As participants demonstrate increased independence, the frequency and intensity of on-site support are reduced in coordination with the participant and employer. Once

Additional Information on Agency Funding Requests

independence is achieved, ECs transition to a consultative role, with natural supports serving as the primary source of ongoing assistance. Quarterly check-ins and annual reviews help ensure continued job stability and address any emerging needs. Best Buddies will always step in upon request by the individual or their supervisor to assist in times of transition such as new duties assigned, a new work location, or a new supervisor.

Targeted Outreach

Best Buddies utilizes a proactive relationship-driven marketing approach to maintain strong engagement with the Department of Rehabilitation staff and increase awareness of available employment services. Best Buddies staff inform vocational rehabilitation counselors through targeted emails and presentations at their local offices. Additional outreach includes participation in resource fairs, information shared through our website and social media platforms (including Facebook and Instagram), and visibility at community events.

Staff also leverage our Best Buddies network by presenting to transition-aged youth and young adults at schools that host Best Buddies friendship chapters. We have a presence in the county through our socialization programs for students with and without intellectual disabilities, with students, families, and school staff from the University of Illinois at Urbana-Champaign, Centennial High School, Champaign Central High School, Edison Middle School, and Rantoul High School. A recent report of our database shows 41 individuals with IDD, ages 18 years and older, who live in Champaign County and participate in our other programming. Through these partnerships, Best Buddies has earned the trust of individuals with IDD, their families, and support staff, as a reliable and impactful organization, and they are eager for our expansion as an employment services provider.

Best Buddies Jobs History in Central Illinois and Long-Term Plan

In 2014, we expanded our reach in Illinois by establishing and staffing a Peoria field office. Building on that foundation, we introduced the Best Buddies Jobs program to Peoria and McLean in 2019, hiring our first Peoria-based employment consultant. We expanded to Tazewell in 2023, and our efforts continued to grow by 2025, including Champaign and Springfield. Today, we have a Jobs program supervisor and two employment consultants serving individuals across Central Illinois. We started accepting referrals from the Champaign DRS office last year, but have reached capacity. The DRS counselors reach out monthly to check in and to send us more referrals. In order to accept additional referrals and maintain quality services, we would need to hire a third employment consultant dedicated to Champaign County, which is why we applied for funding.

Here is a timeline showing our growth since 2020.

Additional Information on Agency Funding Requests

- 2020:
Peoria: 1 Total/1 Placements; McLean: Total/3 Placements
- 2021:
Peoria: 5 Total/0 New Placements; McLean: 17 Total/4 New Placements
- 2022:
Peoria: 7 Total/2 New Placements; McLean: 20 Total/6 New Placements
- 2023:
Peoria: 17 Total/5 New Placements; McLean: 26 Total/7 New Placements;
Tazewell: 3 Total/1 Placement
- 2024:
Peoria: 21 Total/8 New Placements; McLean: 28 Total/2 New Placements;
Tazewell: 4 Total
- 2025:
Peoria: 24 Total/3 New Placements; McLean: 35 Total/2 New Placements;
Tazewell: 4 Total/3 New Placements; Champaign: 4 Total/1 Placement;
Springfield: 3 Total/2 Placements
- 2026:
Peoria: 21 Total/ 0 New Placements; McLean: 27 Total/1 New Placement;
Tazewell: 4 Total; Champaign: 3 Total/3 New Placements; Springfield: 3 Total

Best Buddies has a 2026 strategic plan, and our proposal directly supports several of its key priorities, including expanding and strengthening our Jobs program. One of our core goals is to increase the number of employed Jobs participants in Illinois to 125, with at least 30 of those placements in Central Illinois. The proposed project will play a vital role in reaching that target.

Our strategic plan also emphasizes building and maintaining strong employer partnerships. Specifically, we aim to secure 80 unique employer partners – 50 in the Chicagoland area and 30 in Central Illinois. To achieve this, we are implementing a corporate recruitment and engagement strategy focused on employer outreach that aligns with the skills and interests of current and prospective participants. This includes quarterly employer check-ins to support job coaching and accessibility needs, and a goal for each employment consultant to onboard at least one new employer partner per month.

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DECISION MEMORANDUM - PROGRAM YEAR 2027 ALLOCATIONS

DATE: May 27, 2025

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

FROM: Kim Bowdry, Associate Director, and Lynn Canfield, Executive Director

SUBJECT: Allocation of Program Year 2027 I/DD Funding

Purpose:

For consideration by the CCDDDB, this memorandum presents staff suggestions related to funding for the Program Year 2027 (July 1, 2026 through June 30, 2027.) Decision authority rests with the CCDDDB 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 \(50 ILCS 835/ Sections 0.05 to14\)](https://www.ilga.gov/Legislation/ILCS/Articles?ActID=3834&ChapterID=11) (<https://www.ilga.gov/Legislation/ILCS/Articles?ActID=3834&ChapterID=11>) is the basis for CCDDDB funding policies. Funds are allocated within the intent of the controlling act as codified in the laws of the State of Illinois. The allocation scenarios described in this memorandum are based on board and staff assessment of how closely applications align with statute, CCDDDB funding policies, decision support criteria and priorities, and current understanding of the needs of this community. Best and Final Offers may be sought as part of the contract negotiation process. The CCDDDB 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 CCDDDB participates in a collaborative community health needs assessment, they have also sought input directly from people

Allocation of Program Year 2027 Funding

with I/DD. This appears as agenda item in regular Board meetings and is a theme of advocacy groups.

Other input from people with I/DD was shared with the CCDDDB and the Champaign County Mental Health Board (CCMHB) during a September 2025 joint study session, the recording of which can be [viewed at this link, on the Boards' YouTube channel](https://www.youtube.com/watch?v=6Axo9IIFEuA) (<https://www.youtube.com/watch?v=6Axo9IIFEuA>). Highlights from that session and written input were incorporated into the Program Year 2027 funding priorities to help guide the decisions now under consideration.

Reports from agencies about the utilization and outcome results of the most recent program year may be helpful in planning for the next set of services and supports.

- Service claims of I/DD programs funded in Program Year 2025 are analyzed in a report presented March 25, 2026, [pages 73-96 of the packet posted online](https://champaigncountyl.gov/MHBDDB/agendas/ddb/2026/260325_Meeting/260325_Full_Board_Packet.pdf) (https://champaigncountyl.gov/MHBDDB/agendas/ddb/2026/260325_Meeting/260325_Full_Board_Packet.pdf).
- Utilization and outcomes results for Program Year 2025 are summarized in a report [posted online, pages 83-99 of the October 25, 2025 meeting packet](https://champaigncountyl.gov/MHBDDB/agendas/ddb/2025/251022_Meeting/251022_Full_Board_Packet.pdf) (https://champaigncountyl.gov/MHBDDB/agendas/ddb/2025/251022_Meeting/251022_Full_Board_Packet.pdf).
- Outcome reports for Program Year 2025 are in [this report posted online](https://champaigncountyl.gov/MHBDDB/PDFS/PY25_IDD_POR_Combined_Report.pdf) (https://champaigncountyl.gov/MHBDDB/PDFS/PY25_IDD_POR_Combined_Report.pdf). In these full reports, agencies share information about program goals, successes and plans for improvement, and any challenges which impacted the data.
- This Board packet will have information on the current period, as reported by agencies in their third quarter reports. Although this is only partial year data, and only relates to utilization targets, it may also support Board decisions about future contracts.

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 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 2025 to 2026 to the CCMHB's Program Year 2026 I/DD set-aside amount, the amount available for Program Year 2027 contracts is \$964,863, to support their Program Year 2027 I/DD contracts. The CCMHB maintains its interest in services for very young children and their families. One current two-year CCMHB contract includes developmental supports and services and was approved last year. Each board

will consider recommendations for the remaining CCMHB I/DD allocation, for which two funding requests were reviewed.

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 Boards approved a set of funding priorities, in the hope of serving the population initially of concern, people with I/DD and complex service needs. A contract was awarded for a two-year period, from July 1, 2024 through June 30, 2026. Requests are no longer submitted to the Special Initiatives fund, but one program request includes continuation of those contracted services, to address a CCDDDB priority.

NOTE: the Boards might consider transferring equal amounts from this fund's balance to each of their funds, to build up the CCMHB and CCDDDB fund balances or to help fund more of the Program Year 2027 requests than appear affordable, or both, though the maximum amounts are lower than \$200,000 each. Such transfers could be made in 2027, to be used for current or subsequent requests.

Priorities, Overarching Considerations, and Expectations for Minimal Responsiveness:

The Program Year 2027 CCDDDB funding priorities and decision support criteria were approved November 19, 2025.

Sixteen applications proposing I/DD supports and services were submitted for the Board's consideration. One two-year CCDDDB contract continues from Program Year 2026, for \$48,000. This amount plus new requests total \$5,585,247. The new requests have been evaluated by the CCDDDB and staff.

Based on projected property tax levy revenue for 2026 and 2027, a total of \$5,345,613 appears to be affordable for allocation to programs. The requests exceed this amount by \$239,634, so the Board faces difficult decisions.

Two applications totaling \$497,763 were submitted to the CCMHB, proposing a blend of developmental and social-emotional supports for very young children and their families. Due to this combination, each program could be partially funded by CCMHB's I/DD set-aside funds. Because one two-year I/DD contract for \$702,000 is already committed, \$262,863 remains available to allocate. The two Program Year 2027 applications were reviewed by both Boards and discussed by their officers as part of integrated planning.

In their applications for Program Year 2027 funding, agencies identified priority categories as follows:

Advocacy and Linkage: 2 agencies, 2 applications, totaling \$1,044,065

Allocation of Program Year 2027 Funding

Home Life: 2 agencies, 2 applications, totaling \$892,000
 Personal Life: 3 agencies, 4 applications, totaling \$900,672
 Work Life: 3 agencies, 4 applications, totaling \$1,013,700
 Community Life: 2 agencies, 3 applications, totaling \$1,399,500
 Strengthening the I/DD Workforce: 2 agencies, 1 application + 1 multi-year contract, totaling \$335,310
 Young Children and Their Families (CCMHB focus): 3 agencies, 2 applications + 1 multi-year contract, totaling \$964,863 when adjusted to remove the cost of mental health services in two applications, so that this total applies to developmental services. The CCMHB will allocate this amount, coordinated with CCDDDB decisions and finalized at a CCMHB meeting.

Allocation Scenarios and Decision Section:

The following scenarios for the distribution of Program Year 2027 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 22, 2026 CCDDDB meeting packet \(https://champaigncountyl.gov/MHBDDDB/agendas/ddb/2026/260422_Meeting/260422_Full_Board_Packet.pdf\)](https://champaigncountyl.gov/MHBDDDB/agendas/ddb/2026/260422_Meeting/260422_Full_Board_Packet.pdf). After this meeting, the Board directed its staff to ask for clarifications related to a small number of these funding requests. Agency responses are shared elsewhere in today’s Board meeting packet. The following staff allocation scenarios attempt to continue the Board’s 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 *\$505,565*

- DDB member or staff notes: meets unmet needs, 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), financial support for clients to improve overall wellbeing and increase opportunities for community

involvement/socialization, and case management services for dually diagnosed adults(underserved component of community); new component for Program Year 2027 adds client profile page with pictures and information chosen by client to pair with Personal Plan.

- Prior to contract: revise personnel form; provide updated indirect cost plan and approval letter when available.
- 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; scholarship denial required prior to specific assistance, as appropriate, and aligns with IDHS-DDD purchase process.
- SUGGESTED MOTION is to approve partial 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.

DSC – Service Coordination

\$538,500

- DDB member or staff notes: intensive case management and coordination of services and support; helps people access services; longstanding program.
- 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 and 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.

Allocation of Program Year 2027 Funding

- SUGGESTED MOTION is to approve partial 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.

Priority: Home Life

Community Choices, Inc. – Inclusive Community Support

\$246,000

- DDB member or staff notes: community-based living mid-level support in 3 main tracks; supports families in seeking services; very clear outcomes and targets.
- Prior to contract: resolve discrepancy in increase in health insurance cost.
- 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.
- SUGGESTED MOTION is to approve CCDDDB funding of \$246,000 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.

DSC – Community Living

\$646,000

- DDB member or staff notes: support for people to live independently; Health Advocate supports those in need of enhanced support due to emerging medical concerns; essential for integrated person-centered arrangement; outcomes are clear; interagency agreements with multiple agencies.
- 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.

Allocation of Program Year 2027 Funding

- SUGGESTED MOTION is to approve CCDDDB funding of \$646,000 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.

Priority: Personal Life

Community Choices, Inc. – Transportation Support *\$261,000*

- DDB member or staff notes: addresses transportation gap, identified by people served; rides are with drivers well-known to clients; program currently available Monday through Friday, would like to see weekend rides added; clear outcomes.
- Prior to contract: resolve discrepancy in increase in health insurance cost.
- 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.
- SUGGESTED MOTION is to approve CCDDDB funding of \$261,000 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.

DSC – Clinical Services *\$264,700*

- DDB member or staff notes: behavioral health access, collaborates well with other providers, helps meet behavioral health needs despite low provider capacity; fills in gaps where Independent Service Coordination does not provide eligibility psychological assessments (systemic barrier); no waitlist for services; well-written application.
- 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; document whether each

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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.

- SUGGESTED MOTION is to approve CCDDDB funding of \$264,700 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.

DSC – Individual and Family Support

\$329,000

- DDB member or staff notes: individual direct support for families, through respite and/or specific assistance in paying for camps, etc. and advocacy opportunities for adults with I/DD; supports advocates doing advocacy work; great program helps people and families.
- Special provisions: enter claims data related to Non-Treatment Plan Clients, collaborate with CCRPC Financial Assistance program to make most efficient use of specific assistance funds; 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.
- SUGGESTED MOTION is to approve partial 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.

*Persons Assuming Control of Their Environment (PACE) –
Consumer Control in Personal Support*

\$45,972

- DDB member or staff notes: recruitment and training of personal support workers (PSWs) and maintains a PSW registry; consumer driven program; would like to know longevity of PSW matches.

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- Prior to contract: complete follow-up to the Program Year 2025 audit report; resolve discrepancies in financial forms, especially to justify the amount requested; include specific targets with all outcomes.
- Special provisions: provide CCDDDB Financial Manager with quarterly updates on Program Year 2026 audit activities; 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.
- At the time of this writing, the agency’s Program Year 2025 audit has been shared but serious follow-up issues, not yet resolved.
SUGGESTED MOTION is to approve CCDDDB funding of up to \$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. The contract maximum will be reduced if audit issues are not resolved before July 1, with adjustment based on a later start date which will follow resolution.

Priority: Work Life

Best Buddies, International – Best Buddies Jobs - NEW \$100,000

- DDB member or staff notes: new program supporting people with I/DD seeking employment and utilizes Medicaid funding; and MOUs with Community Choices, DSC, and Division of Rehabilitation Services.
- Prior to contract: financial forms revised to use corrected revenue amounts and to expend surpluses; develop CSE and SC targets; add PUNS enrollment to eligibility criteria.
- Special provisions: mid-year progress report to the CCDDDB; consult with CLC Coordinator; 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; use online service claims reporting; collaborate with providers of similar service and with the Mental Health and Developmental Disabilities Agencies Council; provide CCDDDB staff with Discovery process tools, copies of interagency agreements, and list of clients enrolled in waiver funded services; conduct training activities in natural settings; contribute information to advance enhancing independence through online technology training and

access for staff and clients; and due to the agency fiscal year being different from the contract year, provide additional quarterly financial information.

- SUGGESTED MOTION is to deny CCDDDB funding of \$100,000 for Best Buddies International – Best Buddies Jobs.

Community Choices, Inc. – Customized Employment

\$267,500

- DDB member or staff notes: individualized employment services, including: Discovery, Job Matching, Short-term Support, Long-term Support, and Supported Experiences for First-Time Job Seekers; great program – impressive how quickly people get jobs; and works well with similar DSC program with no overlap.
- Prior to contract: resolve discrepancy in increase in health insurance cost.
- 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.
- SUGGESTED MOTION is to approve CCDDDB funding of \$267,500 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.

DSC – Community Employment

\$540,200

- DDB member or staff notes: support across aspects employment, including: Getting Started (Discovery process), Applying for Jobs, Getting the Job and Ongoing Support, Employment Plus; this program along with Employment First have made countywide improvements in employment; well established in the community.
- 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

Allocation of Program Year 2027 Funding

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

- SUGGESTED MOTION is to approve CCDDDB funding of \$540,200 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.

DSC/Community Choices – Employment First

\$106,000

- DDB member or staff notes: LEAP presentation and staff training to local businesses and hosts Champaign County Directory of Disability-Inclusive Employers; refreshed training model for Program Year 2027 soliciting advocate/employer input and being responsive/welcoming to new businesses; a model of collaboration by agencies with shared mission; helps with culture shift for roles and contributions of people with I/DD in the workforce; would like to see better outcomes.
- Special provisions: include in comments sections of quarterly reports a list of training topics and # attending and data on the frequency of use of LEAP directory; 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; participate in Evaluation Capacity Building project; and contribute information to advance enhancing independence through online technology training and access for staff and clients.
- SUGGESTED MOTION is to approve CCDDDB funding of \$106,000 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.

Priority: Community Life

Community Choices, Inc. – Self-Determination Support

\$239,000

- DDB member or staff notes: 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; fabulous program, of which a lot of families rely.
- Prior to contract: resolve discrepancy in increase in health insurance cost.
- 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.

- SUGGESTED MOTION is to approve CCDDDB funding of \$239,000 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.

DSC – Community First

\$1,035,000

- DDB member or staff notes: community-focused activities for adults with I/DD; creates meaningful experiences in life for people with I/DD, community focused.
- 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 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.
- For potential future contracts for this program, explore a shift to individual contracts with each participant, for up to annual amounts which are based on this contract’s proposed targets and cost as well as data on actual utilization.
- SUGGESTED MOTION is to approve CCDDDB funding of \$1,035,000 for DSC – Community First, subject to the caveats as presented in this

Allocation of Program Year 2027 Funding

memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement.

DSC – Connections

\$125,500

- DDB member or staff notes: access to recreation, hobbies, and leisure choices related to the Arts; collaboration with community artists, unique program benefits in engaging broader community; promotes inclusion and reduces stigma.
- 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.
- SUGGESTED MOTION is to approve CCDDDB funding of \$125,500 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.

Priority: Strengthening the I/DD Workforce

DSC – Workforce Development and Retention

\$287,310

- DDB member or staff notes: recruitment and retention bonuses to staff, allows two staff to attend conferences which are usually pricey and often unattainable; great program with history of effectiveness, fulfills Board request for improving staff retention.
- Special provisions: if a two-year term, any 1st year excess revenue cannot be spent in 2nd year, and Program Year 2028 forms should be complete by June 2027; 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.
- SUGGESTED MOTION is to approve CCDDDB funding of \$287,310 for DSC – Workforce Development 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.

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

Champaign County Head Start – Early Childhood MH Services

\$411,062

- DDB or MHB member or staff notes: serves children enrolled in HS/EHS and for whom a need has been identified through observation or scheduled screenings; identifying higher number of children with developmental delays (close to twice as many as in prior years); professionally trained staff provide training support to teachers, parents, and caregivers – impact of this has far reach.
- Prior to contract: add specific targets to each outcome.
- Special provisions: continue to collaborate with providers of similar services; inform eligible families of PUNS and Independent Service Coordination; online service claims reporting; and if a two-year term, excess revenue cannot be spent in 2nd year, and an updated Agency Plan for Program Year 2028 submitted prior to June 2027.
- SUGGESTED MOTION to advise the Champaign County Mental Health Board to use I/DD set-aside funds for a two-year term for Champaign County Head Start – Early Childhood MH Services.

CU Early – CU Early

\$86,701

- DDB or MHB member or staff notes: substantial long-term impacts from preventive Home Visiting and early identification and treatment of delays or social emotional risks; Spanish-speaking staff connect to families who might otherwise not access resources; very important program that fills unmet needs.
- Prior to contract: recategorize FICA and Medicare costs to Payroll Taxes line, correct a typo in Budget Narrative, resolve discrepancies between Budget Narrative and Expense form.
- Special provisions: continue to collaborate with providers of similar services; inform eligible families of PUNS and Independent Service Coordination; and if a two-year term, excess revenue cannot be spent in 2nd year, and an updated Agency Plan for Program Year 2028 submitted prior to June 2027.
- SUGGESTED MOTION to advise the Champaign County Mental Health Board to use I/DD set-aside funds for a two-year term for CU Early – CU Early.

Contract Negotiations and Special Notification:

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 staff 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

Allocation of Program Year 2027 Funding

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 may be established and the award may be reduced commensurate with the shorter term. Failure to submit required information shall result in cancellation of the contract award.

- SUGGESTED MOTION to authorize the Executive Director to conduct contract negotiations as specified in this memorandum.

The staff allocation scenarios above are based on revenue estimates not finalized until the Champaign County Board approves budgets in November or December of 2026. For this reason, all Program Year 2027 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 2027 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.

- SUGGESTED MOTION to authorize the Executive Director to implement contract maximum reductions as described in this memorandum.

Allocation scenarios and suggested actions are in draft form, subject to CCDDDB approval.

CCDDB and CCMHB I/DD Funding Scenarios for Program Year 2027 (July 1, 2026-June 30, 2027)

Priority Category	Agency Name	Program Name	All Fund Requests for Program Year 2027	Scenarios for CCDDB Funds	Scenarios for CCMHB DD Set-Aside Funds
Advocacy and Linkage	CCRPC – Community Svcs	Decision Support PCP	\$505,565	\$425,042	
Advocacy and Linkage	DSC	Service Coordination	\$538,500	\$500,000	
Home Life	Community Choices, Inc.	Inclusive Community Support	\$246,000	\$246,000	
Home Life	DSC	Community Living	\$646,000	\$646,000	
Personal Life	Community Choices, Inc.	Transportation Support	\$261,000	\$261,000	
Personal Life	DSC	Clinical Services	\$264,700	\$264,700	
Personal Life	DSC	Individual & Family Support	\$329,000	\$320,000	
Personal Life	PACE	Consumer Control in Personal Support	\$45,972	\$45,972	
Work Life	Best Buddies International	Best Buddies Jobs - NEW	\$100,000	\$-	
Work Life	Community Choices, Inc.	Customized Employment	\$267,500	\$267,500	
Work Life	DSC	Community Employment	\$540,200	\$540,200	
Work Life	DSC/Community Choices, Inc.	Employment First	\$106,000	\$106,000	
Community Life	Community Choices, Inc.	Self-Determination Support	\$239,000	\$239,000	
Community Life	DSC	Community First	\$1,035,000	\$1,035,000	
Community Life	DSC	Connections	\$125,500	\$125,500	

CCDDB and CCMHB I/DD Funding Scenarios for Program Year 2027 (July 1, 2026-June 30, 2027)

Strengthening the I/DD Workforce	Community Choices, Inc.	Staff Recruitment and Retention	\$48,000	\$48,000	
Strengthening the I/DD Workforce	DSC	Workforce Development and Retention	\$287,310	\$287,310	
Young Children and their Families (CCMHB)	DSC	Family Development	\$702,000	n/a	\$702,000
Young Children and their Families (CCMHB)	Head Start/Early Head Start	Early Childhood MH Svs (MH & DD)	\$411,062	n/a	\$245,363
Young Children and their Families (CCMHB)	CU Early	CU Early (MH & DD)	\$86,701	n/a	\$17,500
Totals			\$6,785,010	\$5,357,224	\$964,863

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Empowerment and Participatory Approaches to Building Agency Evaluation Capacity Project

**Year 3 Annual Report:
Equipping Programs
Through In-Person and
On-Demand Supports**



**April 30, 2026
Family Resiliency Center
University of Illinois Urbana-Champaign**

Year 3 Annual Report prepared for the Champaign County Mental Health and Developmental Disability Boards by the Family Resiliency Center; Department of Human Development and Family Studies; College of Agricultural, Consumer, and Environmental Sciences; University of Illinois Urbana-Champaign

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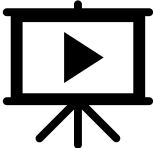
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Executive Summary

In Year 3 of the *Empowerment and Participatory Approaches to Building Agency Evaluation Capacity Project*, the evaluation team responded to needs identified in Year 1, continued successful and relevant initiatives from Year 2, and implemented new activities to meet evolving needs that emerged in real-time during the year. The evaluation team provided impactful technical assistance; hosted a collaborative working group; developed engaging workshops and trainings (storytelling and evaluation plan fundamentals); created video microlearnings and accompanying one-page resources; and facilitated open communication and an informal support network (Table 1).

Table 1. Summary of Year 3 Evaluation Activities, Descriptions, and Results

Activity	Description	Results: Reach, Skills, & Effect
 <p>Technical Assistance</p>	<p>Tailored support for specific program evaluation needs identified by selected programs</p>	<ul style="list-style-type: none"> • Reach & skills: 3 programs with identified evaluation support needs improved their understanding of survey development, logic models, and survey administration. • Effect: Evaluation survey respondents (n=3) reported future skills use would improve services and program quality assessment, and they would recommend evaluation TA to others. Given these 3 programs collectively reached over 5,700 treatment and non-treatment clients in program year 2025 (per utilization report results), the evaluation capacity building project has significant potential impact.
 <p>Working Group</p>	<p>Cross-agency mentoring and rapid feedback on evaluation topics/training directions</p>	<ul style="list-style-type: none"> • Reach & skills: 4 agency partners joined a cross-agency working group with core members meeting regularly (2x/ mo.) to offer collaborative feedback, troubleshoot, and learn about evaluation concepts (e.g., how to program surveys using low-cost online tools, the difference between quantitative, qualitative, and mixed methods evaluation). Participation reinforced the importance of evaluation. • Effect: Members provided rapid feedback on evaluation products and trainings.
 <p>Trainings & Resources</p>	<p>Capacity-building materials developed based on agency-driven needs</p>	<ul style="list-style-type: none"> • Reach & skills: 12 agencies (14 attendees) participated in a storytelling workshop. Related microlearnings (e.g., Avoiding the Data Dump and Avoiding Under- and Overreporting) were created as workshop precursors and on-demand trainings. A third video microlearning (Getting Started with Inexpensive Survey Tools) was also launched late April 2026. In total 9 video microlearnings exist and have garnered nearly 5,000 player impressions. • Effect: Resources are broadly shared across funded agencies and to other agencies by other funders.

Activity	Description	Results: Reach, Skills, & Effect
 <p data-bbox="219 682 446 787">Open Communication & Informal Support</p>	<p data-bbox="482 520 673 766">Consistent communication about progress and planned activities and availability for questions</p>	<ul data-bbox="722 235 1421 1050" style="list-style-type: none"> <li data-bbox="722 235 1421 661">• Reach & skills: Monthly updates at Mental Health and Developmental Disabilities Board meetings and monthly progress meetings with board staff informed responses to specific agency concerns and questions in real-time. Additional presence at monthly Champaign County Mental Health and Developmental Disabilities Agency Council meetings promoted engagement with agencies and awareness of services and activities offered throughout the county. Participation in Disability Expo planning meetings for future annual offerings provides an independent lens and suggestions. <li data-bbox="722 667 1421 871">• Office hours offered: In Year 3 the evaluation team offered office hours for any funded program or agency to ask specific questions about evaluation topics to meet their needs. This resource is designed to meet agencies and programs where they are at and on their schedule. <li data-bbox="722 877 1421 1050">• Effect: Open communication led to increasing sentiment that agencies and boards are moving in the same direction, while the annual report offers public accountability and clear understanding of evaluation team activities.

Introduction – Why This Work Matters

Programs funded by the Champaign County Mental Health and Developmental Disabilities Boards (CCMHDDDB) aim to improve mental health, job placements and community integration, ability to advocate for oneself, and many other outcomes that help individuals and families thrive, and ultimately, enrich our community. The ability to conduct high-quality program evaluations and interpret, use, and communicate evaluation findings are crucial for improving or sustaining the work of these programs. Program evaluation helps determine what components of a program are working, for whom, and in what contexts.

The Family Resiliency Center’s (FRC) Evaluation Capacity Building Team (“evaluation team” hereafter) is working with the CCMHDDDB and local agencies (c.f. Appendix A) to address evaluation capacity needs for answering these questions. This report describes work completed by the evaluation team in Year 3 of the capacity-building project as well as next steps. The evaluation team’s work expands upon needs identified in Year 1 (link at right), offers successful and relevant Year 2 and 3 activities, and incorporates feedback throughout the process.

In short, Year 1 activities included a needs assessment conducted with agencies, boards, and evaluators (n = 76) showing that (a) agency and board member familiarity with evaluation varies; (b) trainings need to meet agencies where they are; (c) evaluation efficiencies are needed to “give back time”; (d) agencies desire to learn how to use evaluation for storytelling; and (e) alignment across agencies, boards, and the evaluation team is needed.

In response to Year 1 findings and as a continuation of successful Year 2 initiatives, in Year 3 the evaluation team (c.f. Appendix B):

- Provided evaluation **technical assistance** to three programs (one developmental disability [DD], two mental health [MH]);
- Facilitated a **working group** of agency representatives to increase the relevance of evaluation capacity-building activities;
- Conducted a **training** related to storytelling in outcomes reporting;
- Developed three video microlearnings and supplemental one-page **resources** freely accessible on the FRC website; and
- Fostered **open communication** through regular availability to agencies and monthly updates on project progress at board meetings and meetings with staff.

Resources Quick Links:

Year 1 and 2 Reports:

<https://go.illinois.edu/Evaluation-Capacity-Building-Y1>

<https://go.illinois.edu/Evaluation-Capacity-Building-Y2>

Microlearning Trainings and Supplementary Resources:

<https://www.familyresiliency.illinois.edu/resources/microlearning-videos>

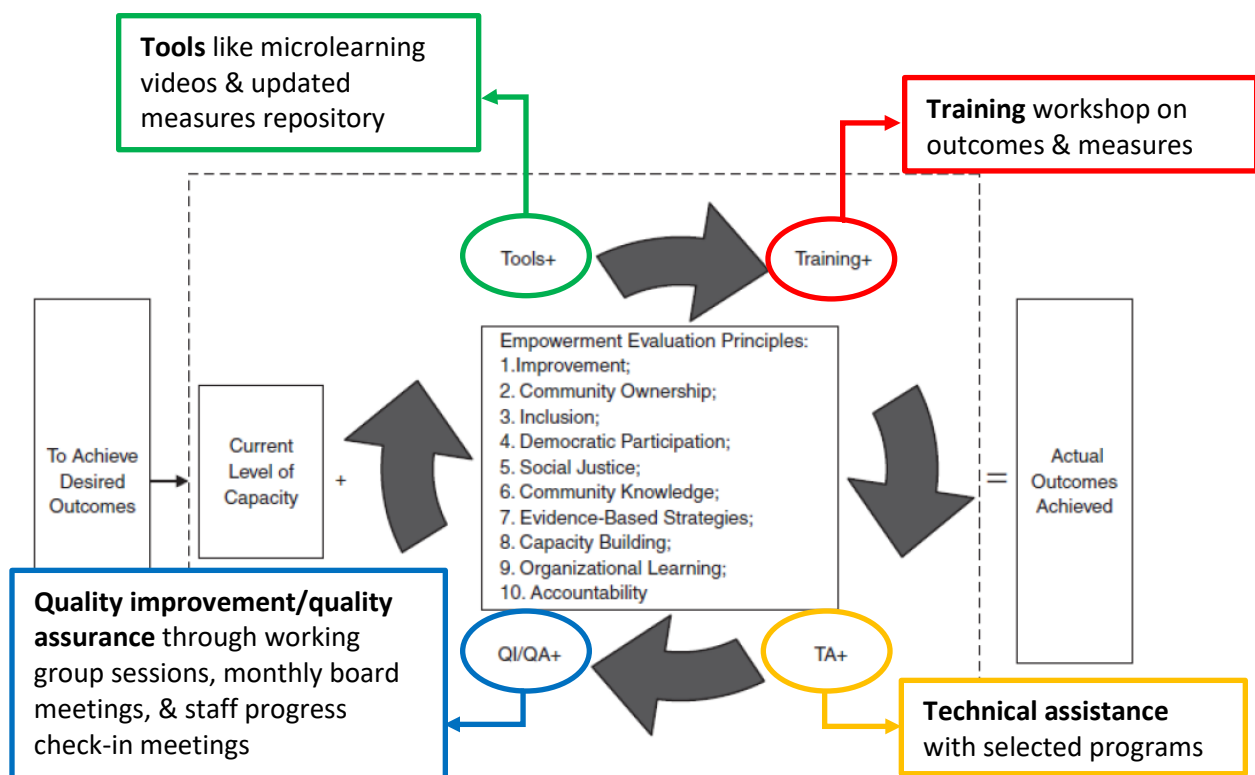
Evaluation Office Hours:

<https://go.illinois.edu/eval-office-hours>

Further, the evaluation team engaged in community- and service-based activities to gain additional insights into agencies and programs. This enabled the evaluation team to gain first-hand insights into the great work being conducted. Examples include attending the Disability Expo, agency open-houses (e.g., Crisis Nursery), and art events at the Crow and Boneyard Festival.

As depicted in Figure 1, these evaluation capacity building activities spanned all four components of the empowerment model: tools, training, technical assistance (TA), and quality improvement/quality assurance (Fetterman & Wandersman, 2007). Tools include three microlearning educational videos and related supplemental one-page resources as well as a measures repository where agencies can find possible survey measures. We delivered an in-person training to agencies on how to use storytelling to create compelling narratives about program outcomes and impacts. At the program level, we provided tailored TA to three programs. Finally, in support of the quality improvement/quality assurance component, we facilitated a cross-agency working group and communicated progress updates at monthly board and board staff meetings.

Figure 1. Alignment of Evaluation Capacity Building Activities with the Empowerment Evaluation Model



Note: Figure adopted from Fetterman, D., & Wandersman, A. (2007). Empowerment evaluation: Yesterday, today, and tomorrow. *American Journal of Evaluation*, 28(2), 179-198.

Both boards have positively recognized the value of the evaluation approach and activities. At the October 2025 Champaign County Developmental Disabilities Board (CCDDB) meeting, board member Susan Fowler lauded the evaluation capacity-building project:

I just love what you're doing. I taught research methodology for years at the university, and I would have very much benefited from some of these short micro-lessons. People get so distracted by how and what to report, and you have really distilled it into a humorous as well as very cogent summary.

Supplementing that sentiment was the chairperson of the Champaign County Mental Health Board (CCMHB), Molly McLay, who noted during the January 2026 meeting how much work the evaluation team has performed, even during times of expected lulls, as well as the impact of inclusive resources that can reach people through different learning modalities:

That [monthly report] was actually a lot... I was thinking there wouldn't be much update, because it's January. But a lot of cool things [are] happening. I think that how to make your own survey using low-cost tools is really, really important and will be valuable as well as having the handout and video, just different methods of learning for everybody.

Core Activities in Year 3

Technical Assistance

Goal

Technical assistance (TA) consisted of meeting with agency program staff and working together to identify pathways to improve program evaluation strategies. Capacity building was one goal, and the evaluation team worked with program representatives to improve evaluation practices. The ultimate goal of capacity building is the development of sustainable, high-quality, in-house evaluation practices. Programs for TA are identified by the Champaign County Mental Health and Developmental Disabilities Boards.

Alignment with Year 1 Needs Assessment

This year's TA addressed multiple needs that were identified in the Year 1 needs assessment: building evaluation capacity broadly through tailored support, developing infrastructure through the co-creation of surveys that improve data collection to evaluate programs, and aligning evaluation practices with agency priorities. By co-designing surveys, the TA responds to Year 1 finding that agencies need more time to engage in quality evaluation work.

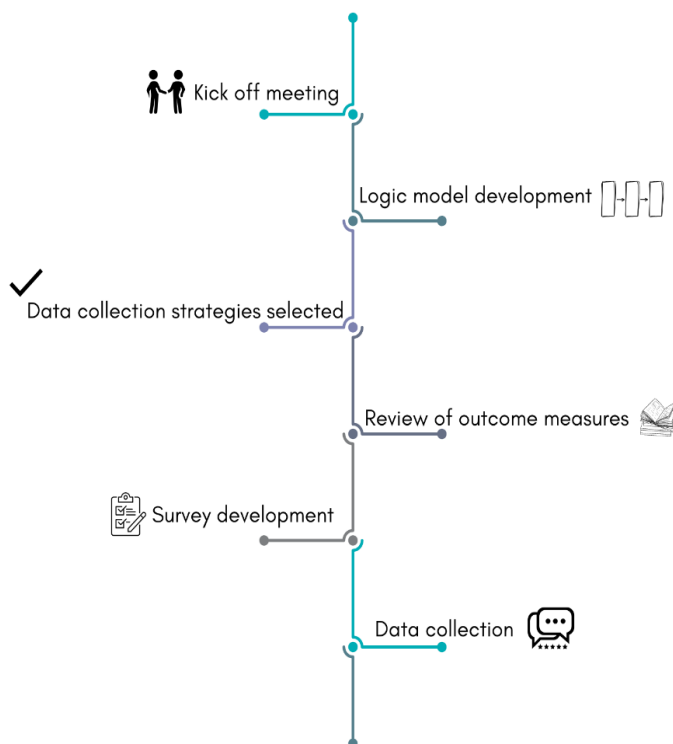
Participating programs demonstrated differing levels of evaluation readiness and existing data practices. Some programs had not yet collected participant-level data for the specific programs. Accordingly, TA this year prioritized foundational capacity building, with a focus on using logic models, considering appropriate outcome measures, and developing effective surveys.

Year 3 Actions

Figure 2 visually displays a typical timeline for the TA process in Year 3. From June 2025 to April 2026, the evaluation team provided evaluation TA to three agency programs: Champaign County Christian Health Center (CCCHC); PACE, Inc. Center for Independent Living; and Promise Healthcare. As of April 30, 2026, TA included formal in-person and virtual meetings as well as numerous informal touchpoints and product sharing (e.g., sharing survey files).

TA topic areas included evaluation conceptualization and logic modeling; survey development; recommendations for data collection training and recruitment; and other related activities.

Figure 2. Year 3 Technical Assistance Process



Technical Assistance Evaluation Results

To evaluate the utility of our TA work, we developed a short survey (7 questions) about outcomes and processes administered to those who participated in the technical assistance process. Survey topics encompassed skills development, long-term usefulness and application of TA, evaluation team responsiveness, and suggestions for improvements. Three participants representing two programs completed the TA post-survey.

Respondents expressed **positive TA experiences**. They used “strongly agree” ratings for the following experiences: the evaluation team was responsive, communicated in a timely manner, demonstrated flexibility in scheduling, and brought strong expertise in program evaluation. They also indicated that the team showed genuine care for their programs and fully met expectations. In the words of one respondent:

I am very appreciative of RJG and the FRC in general for helping us improve our services. I have nothing but positive things to say, and I will happily recommend you to others. THANK YOU.”

With respect to **skills development**, TA participants reported a high likelihood of applying the skills and products developed through TA in the future. Specifically, they reported that survey development was the most useful form of assistance and would help enhance future services. As one respondent explained, it involved “drilling down and developing a survey that met our needs.” TA participants reported improvements in skills related to developing logic models, identifying program outcomes, survey design, and collecting and analyzing quantitative data

(range: “somewhat agree” to “strongly agree”).

Areas for **future skills development and use** include interpreting and reporting results, as well as qualitative data collection. Overall, TA recipients reported that the skills they gained would be useful when reporting results to funders and for improving services and assessing program quality via ongoing program monitoring. Given the three programs receiving TA collectively reached over 5,700 treatment and non-treatment clients in program year 2025 per utilization report results ([260422 Full Board Packet.pdf](#)), the evaluation capacity building project has significant potential impact.

One participant described how agency staff often do not perceive evaluation TA as valuable amid competing demands and busy schedules. They acknowledged that the program or agency needs to find ways to increase team member participation. They suggested that agencies could emphasize how TA promotes service quality improvement to increase buy-in for TA among program staff.

This individualized TA represents an important element of participatory and empowerment approaches: showing up for partners and the evaluation team, listening to feedback, and providing knowledge and tools to proceed independently.

Working Group

Goal

The overarching goal of the working group is to facilitate a group of agency representatives that can provide input on evaluation team trainings, tools, and resources and develop evaluation capacity infrastructure that can extend beyond the evaluation team partnership. Ultimately, the intent is to have a cross-agency mentoring program to facilitate knowledge, skills transfer, and sustainability.



Alignment with Year 1 Needs Assessment

The working group provides voice and support as the evaluation team addresses multiple findings from the needs assessment: (a) meeting agencies where they are with trainings and (b) collaboration and shared goal setting. The working group members have varying levels of evaluation experience and bring diverse substantive backgrounds to inform our work and goals.

Year 3 Actions

A working group was developed in Spring 2024 (Year 2). In Year 3, the group typically met 2 times per month and consisted of four interested agency partners: three who consistently attended meetings and one who joined part way through the year, attending several sessions. As of April 2026, the working group includes one developmental disabilities- and three mental health-funded agency representatives, each from different agencies. Working group members provided

feedback on all trainings and related materials developed by the evaluation team in Year 3 before launching those resources. One member, Brenda Eakens of GROW in Illinois, noted:

I have learned a lot from the working group. I wish I would have had it when I first started! I have worked on some different surveys, and I have learned a lot about how to make them. I'm not a data person; I'm a people person. But I have learned a lot from the data I've collected. They have helped me look at a program and understand what to change or fix. That makes a big difference. You guys have made it easier for me to understand my job.

During Year 3, working group members also began to share their own work and form networks related to evaluation and service delivery. The group is currently working to co-design the next workshop, planned for June 2026.

Working Group Evaluation Results

The working group consisted of four members, three of whom attended regularly, nearly every other week. All regular attendees completed a survey of five open-ended items: what worked well, what was most beneficial, future growth areas, future topics or formats, and anything else to share. When asked **what worked well**, respondents noted that reviewing and providing feedback on surveys, as well as having a diverse group of agencies, produced valuable resources that will benefit agencies.

Respondents also reported their participation in the working group **benefited their agency** and improved their confidence in program evaluation, their understanding of its value, and their facility with survey design. As described by one respondent:

I feel much more adept in my approaches to program evaluation with all of the departments I oversee and feel more confident in my reporting abilities.

The working group helped to inform trainings and resources, and participants noted that these resources will serve as assets to other programs and agencies if they choose to use them. In the words of one working group member “The content and resources that have come out of the group work would be very beneficial to the agencies who are willing to use it.” Another member noted “it [the working group] has helped me understand why evaluation is important.”

Regarding **future areas for growth**, several respondents suggested that having more agencies or programs represented would benefit the working group and the content/resources created, while acknowledging the importance of smaller, more intimate groups. Future topics mentioned included having more agencies sharing what they are doing, allowing for cross-program comparisons and how to utilize information gained. This suggestion is in keeping with the intent of the working group evolving into a community of practice over time. The working group’s hands-on and experiential format was well received by participants. One respondent expressed appreciation for the evaluation team’s patience, perspective, knowledge, and overall helpfulness, noting, “I enjoy the feedback and knowledge base of the team. It is very helpful for me with seeing it rather than saying it.”

Given sentiments about increasing the working group size and the benefits participation has had on members, we **recommend the boards and board staff** strongly encourage or include in future contracts for select programs and agencies to participate in the working group.

Trainings and Resources

Goal

Training and resource development was a substantial component of Year 3 activities. The goals of these activities were to provide user-friendly opportunities for agencies to develop in-house evaluation skillsets. Topics were informed by needs identified in Year 1 and ongoing feedback from the working group, board staff, and other board-funded agencies who offered feedback and questions.



Alignment with Year 1 Needs Assessment

Trainings and resources developed addressed the need for user-friendly evaluation training in addition to promoting familiarity with evaluation knowledge and building capacity. Each product was reviewed and revised iteratively with feedback from the working group and board staff to ensure relevance, utility, and acceptability.

Year 3 Actions

The evaluation team hosted one in-person workshop about storytelling related to program outcomes reporting. Pre-work for this event included viewing newly developed microlearning video trainings about two evaluation concepts: the importance of not overwhelming your reader with uncontextualized data and the significance of candid reporting (i.e. telling it like it is). A third microlearning on how to use Microsoft and Google forms for improved data collection and management was also created. These microlearnings are publicly available educational videos (see Resources Quick Links on page 3), and details about the training and microlearnings are provided in the following sections.

Workshop: Storytelling in Outcomes Reporting

On October 8, 2025, the evaluation team held an in-person workshop on Storytelling in Outcomes Reporting at the United Way of Champaign County. Participants included staff from over a dozen agencies funded by the boards.

The workshop was a response to findings first published in the Year 1 report. First, there was a desire to learn how to use evaluation methods to share programs' stories and improve reporting. Second, trainings should be user-friendly and meet everyone where they are. To the latter end, before the training, interested participants were asked about their current associations with "good storytelling." From those responses, the evaluation team drafted an agenda that included:

- A group-level assessment-style analysis of response data;
- A demonstration of developing exigence (“a problem marked by a sense of urgency that demands communicative action”) for various audiences depending on audience knowledge and expectations; and
- An exercise showing how information can be ordered differently depending on communication goal.

Workshop participants entered with stated motivations “to improve [their] report + outcome writing,” “to better communicate the value of our programs,” “to share more relevant and interesting info with the DDB/MHB,” and “to write reports that the CCDDDB finds valuable” (among other similar comments). By this standard, the workshop offered effective tools for improved reporting. In a post-workshop survey, 11 participants gave high marks to the afternoon’s activities in all categories. On a scale of 1-5, where “1” denoted “very effective,” 2 denoted “effective,” and 3, 4, and 5 denoted “neutral,” “not very effective,” and “not at all effective” respectively, participants on average gave the workshop a 1.22, including a 1.09 for the presentation of content that was relevant and relatable to agency work.

Finally, workshop participants valued the opportunity to step back from their busy schedules and reflect on the practices involved in reporting with other agency staff. When asked, “What did you learn today that you will take back to your agency?” one participant wrote:

It was helpful to hear how others conceptualize the prompts in outcome reports and tools/frameworks for how to think about those.

Other participants offered related remarks about the very occasion of gathering. When asked, “What was the most valuable component of this workshop?” participants replied:

*The communication with others doing this work and the puzzle activity.
Discussions with presenters and other staff.
Learning with others.*

Hosting this workshop in-person offered real value to participants. An in-person workshop not only provides new information and skills development but also generates opportunities for agencies and programs to meaningfully learn from each other, network, and collaborate on shared concerns.

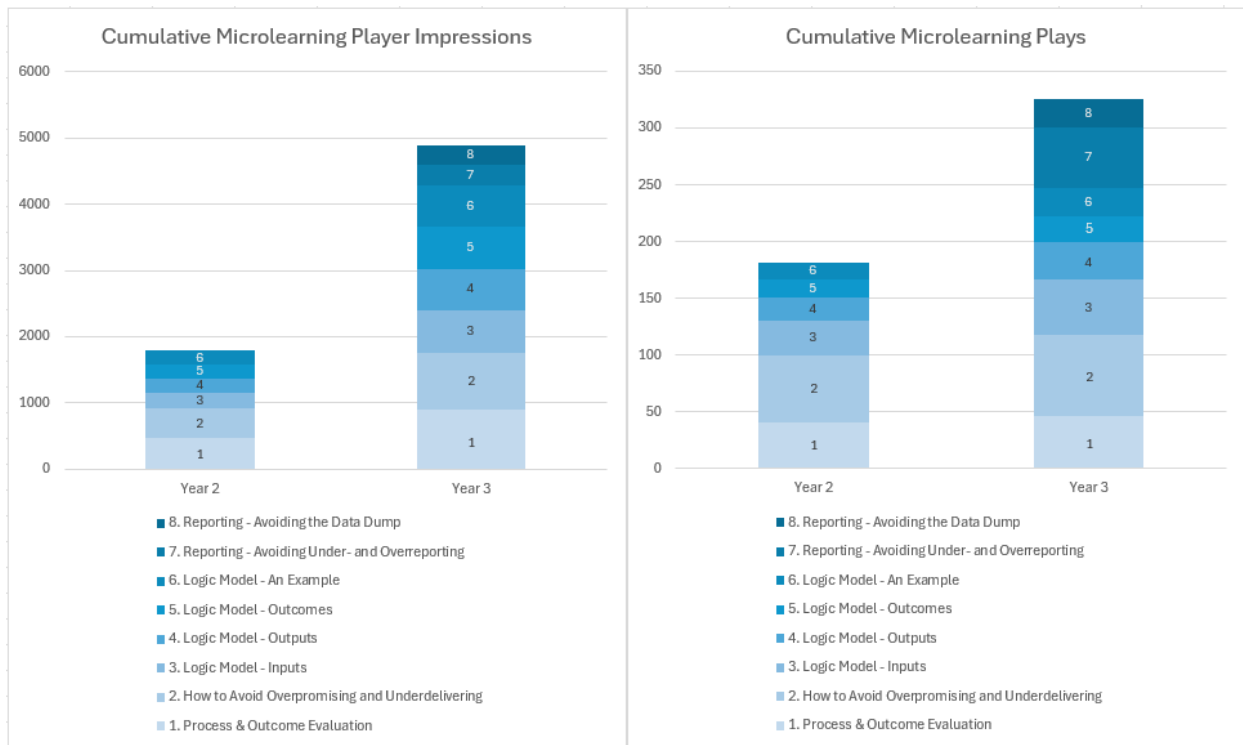
Microlearning Videos

Microlearnings are short trainings (approximately 5 minutes) that distill complex concepts into discrete, easy-to-digest individual units for improved learning.

To date, nine video microlearnings have been produced on behalf of the boards for agency staff. These have garnered hundreds of plays and thousands of video impressions (an impression is when a video is loaded in a viewer’s web browser). These videos exhibit a good click-through rate of 5.8% (according to one online marketing training firm, the click-through rate across industries for videos that are displayed on a website—rather than found algorithmically or through search—

is under 1%). Whereas microlearnings in Year 2 centered around the topic of logic models, Year 3 microlearnings focused on outcomes reporting. Prior to the Storytelling in Outcomes Reporting workshop, participants were asked to view the two microlearnings pertaining to that topic. Results are shown in Figure 3.

Figure 3. The Growing Reach of Video Microlearnings



Outcomes Reporting – Avoiding the Data Dump

A data dump is a large volume of facts offered without context or analysis. This microlearning discusses the importance of avoiding a data dump in reporting. The video uses a mock on-air exchange between a television weather reporter out in the field and an in-studio producer to illustrate the take-home message: individuals who report on outcomes should select data relevant to their intended message while accounting for both audience and purpose.

Outcomes Reporting – Avoiding Under- and Overreporting

This video encourages individuals who write outcomes reports to “tell it like it is.” Relaying null or unexpected outcomes might seem scary for reporters, but these outcomes actually represent an important opportunity for evaluation. Telling the full story of a program can provide important context and offer insights into programmatic changes, leading to continuous quality improvement. The video employs the same reporter-producer back-and-forth as the microlearning above to outline the different forms that avoiding under- and overreporting might take, including omissions of important information, inclusion of unnecessary information, promotion of overinflated results, and avoiding important context that might explain why outcomes differ from their projections.

Figure 4. Still from video microlearning: A weather reporter out in the field



Diving into Data – Using Microsoft and Google Forms

Data management can be tricky, especially when it comes to surveys. This microlearning helps viewers practice good data management hygiene by introducing user-friendly survey tools in Microsoft or Google. One of these tools is likely available to the viewer and their organization in some form, and they can help answer questions such as: are people satisfied with the quality of services, to what extent is a program achieving its target goals, and how do people describe their experiences with a program?

Complementary Resources

As a complement to the video microlearnings, the evaluation team developed evergreen reference guide resources to help agency staff evaluate their programs. The first is a decision tree about the kinds of data a user might manage—numbers, stories, or a combination of the two—and how to handle it—through quantitative, qualitative, or mixed-methods approaches. Additional resources accompany the microlearning on survey design, breaking down the processes of Microsoft and Google tools into discrete steps.

Open Communication and Informal Support and Engagement

Goal

Ensure agencies and boards have access to hearing updates from the evaluation team and maintain accessibility.

Alignment with Year 1 Needs Assessment

Communication efforts respond to the Year 1 report finding that a mindset of “we’re all in this together” is important for the success of capacity building.



Year 3 Actions

The evaluation team worked to engage in ongoing communication with agencies and boards. In Year 3, the evaluation team

- Provided monthly updates at CCMHDDDB meetings.
- Met monthly with board staff to provide updates, learn about emerging program and board needs, and gain feedback on evaluation activities like trainings and microlearning resources.
- Attended monthly meetings of the Champaign County Mental Health and Developmental Disabilities Agency Council.
- Met with additional agencies to respond to questions and feedback.
- Launched on-demand office hours to meet the emerging evaluation needs of programs and agencies. The team offered 30-minute virtual sessions to speak with a member of the evaluation team about quick evaluation questions. Agencies sign up for a time slot at <https://go.illinois.edu/eval-office-hours>.

Next Steps and Conclusion

In Year 3, the evaluation team provided impactful technical assistance, fostered a collaborative working group, developed engaging workshops and trainings, and facilitated open communication about progress. We increased accessibility of knowledge and resources, and agencies see the value of this work. In their own words, participants said they would recommend the evaluation TA experience to others.

In Year 4, the evaluation team will continue to build evaluation capacity to improve the quality of care and service in Champaign County. In collaboration with board staff, we will identify funded programs that need in-depth technical assistance, develop new trainings, continue convening and growing the working group, and assess whether office hours are needed for agencies or programs to meet with a member of the evaluation team to discuss specific, quick evaluation questions.

In consultation with the working group and in alignment with the Year 1 needs assessment, we identified a need for a training series (in various formats) spanning topics in data collection, basic data analysis, and data visualization that will be part of Year 4 planning and implementation.

The evaluation team's future directions are directly informed by feedback from agency and board representatives, and as such, we continue to welcome feedback and suggestions as we work together to build sustainable evaluation capacity across CCMHDDDB-funded agencies and beyond. We are excited and hopeful that we can collectively promote the "health and well-being of residents who live with behavioral health issues or developmental disabilities."

Acknowledgements

We recognize and express gratitude to those who have partnered with us and will continue to do so through this process.

- **Agency staff and leaders** for their active engagement and thoughtful insights. We thank them for taking time to participate in technical assistance and the workshop on storytelling in outcomes reporting. We appreciate agencies making the time and space for staff to participate in evaluation capacity building activities past, present, and future.
- **Working group members** for agreeing to continue to collaborate on action planning and cross-program and cross-agency mentoring and support. This learning community is transitioning into a community of practice.
- **Board members and board staff** who highlighted the need for and value of centering staff voice in evaluation capacity building processes. We thank all board members for recognizing the importance of this work and their role in supporting evaluation capacity building.
- **Programs participating in intensive technical assistance** for being willing to work one-on-one with the FRC evaluation team to answer our questions, inform us about your programs, and for being receptive to feedback and working together to improve processes and outcomes.

Suggested report citation

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Family Resiliency Center



Appendix A. Participating Agencies

Thank you to the agencies that participated in workshops, working group meetings, or technical assistance: Champaign County Christian Health Center, Champaign County Regional Planning Commission, Community Choices, Cunningham Children’s Home, Crisis Nursery, CU Early (a collaboration of Urbana School District #116 and Champaign Unit 4 School District), Developmental Services Center, Don Moyer Boys & Girls Club, GROW in Illinois, PACE, Promise Healthcare, Rosecrance, Uniting Pride, and WIN Recovery.



Appendix B. Summary of Findings and Action Steps

Year 1 Theme	Year 2 and 3 Actions	Future
<p>1. “We Don’t Know What We Don’t Know” – Familiarity with Evaluation Varies</p>	<ul style="list-style-type: none"> ● Created and compiled evaluation resources for all agencies to access. ● Obtained feedback regarding resources from the working group and workshop. ● Provided technical assistance (TA) for four programs (Year 2) and three programs (Year 3). ● Continued to work with the boards to encourage ongoing engagement with evaluation team. ● Encouraged the boards to communicate with agencies about why evaluation capacity is important. ● Recommended agencies to make time and space to participate in capacity building opportunities and utilize resources. 	<ul style="list-style-type: none"> ● Continue creating evaluation resources with guidance from the working group. ● Provide TA for new programs (identified with help from board staff). ● Continue encouraging agencies and programs to work with the evaluation team, including working group and office hours utilization.
<p>2. User-Friendly Evaluation Training is Needed and Staff and Boards are Receptive to Learning</p>	<ul style="list-style-type: none"> ● Developed video microlearnings and continued adding to the library of offerings based on identified needs. New offerings in Year 3 include storytelling, survey development using low-cost tools, and reporting accuracy. ● Acquired feedback from the working group on all trainings and materials. ● Hosted workshops about storytelling and evaluation best practices. 	<ul style="list-style-type: none"> ● Continue developing microlearnings and trainings about evaluation plans, data management and analysis, data visualization, and other emergent topics. ● Continue offering workshops on evaluation best practices.
<p>3. “Giving Back” Time via Evaluation Tools and Efficiencies</p>	<ul style="list-style-type: none"> ● Created institutionalized knowledge and procedures within agencies through TA. ● Provided training in best practices in data reporting, survey data collection, and storytelling through TA and workshops. ● Developed shared evaluation strategies and metrics. ● Created a decision tree to help evaluators determine when to use quantitative, qualitative, or mixed methods approaches to demonstrate the effectiveness of their program. ● Created additional, complementary documents for microlearnings that offer different modalities for different types of learners. ● Offered “office hours” for funded agencies. 	<ul style="list-style-type: none"> ● Continue to offer “office hours” for funded agencies ● Create institutionalized knowledge and procedures within agencies

Year 1 Theme	Year 2 and 3 Actions	Future
<p>4. Developing Capacity for Storytelling and Effective Reporting</p>	<ul style="list-style-type: none"> • Based on Year 1 needs assessment, offered TA for effective storytelling strategies and evaluation-specific storytelling elements. • Created and delivered an in-person training on best practices in storytelling. • Developed microlearnings on how to effectively report outcomes. • Provided strategies on when and how to present quantitative and qualitative data and how to integrate these to tell impactful stories. • Obtained feedback from working group on these resources. 	<ul style="list-style-type: none"> • Develop microlearnings on effective data management, data visualization, and data analyses to tailor outcome reporting to different audiences. • Continue to provide this through TA and potentially workshops.
<p>5. Adopting a Mindset of “We are All in This Together”: Collaboration, Shared Goal Setting, and Alignment as Community Building Opportunities to Advance Program Evaluation Work</p>	<ul style="list-style-type: none"> • Continued to present regular progress updates at the monthly MHDD board meetings and at monthly meetings with board staff. • Improved communication channels for shared goal- and expectation-setting. • Met monthly with board members to discuss progress and obtain feedback. 	<ul style="list-style-type: none"> • Continue regular progress reporting. • Pilot brief agency overview videos about what boards and other audiences need to know about the agencies.

Program Year 2026 3rd Quarter Program Service Reports for I/DD programs funded by the
Champaign County Developmental Disabilities Board and Champaign County Mental
Health Board

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CCRPC - Community Services - Community Life Short Term Assistance Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	NTPCs	TPCs
1 st Quarter	3 CSEs	1 SC	17 NTPCs	2 TPCs
2 nd Quarter	2 CSEs	0 SCs	1 NTPCs	1 TPCs
3rd Quarter	1 CSE	1 SCs	2 NTPCs	2 TPCs
Total	6 CSEs	2 SCs	20 NTPCs	5 TPCs
<i>Annual Target</i>	8 CSEs	25 SCs	88 NTPCs	44 TPCs
Percent Met	75%	8%	22%	11%

71

Agency Comments:

RPC's Community Life Short-Term Assistance Program received 5 new applications in PY26 Quarter 3. Highlights from the last quarter include:

1. The CLSTA program short-term coach is currently working with a couple to plan a trip to Indianapolis so that they can attend the Indy 500. RPC is working closely with the couple and their Community Living Specialist through DSC to ensure that they have all necessary items and the finances necessary for the trip.
2. RPC staff also accompanied an individual to M2- The Place for Prom and purchased a dress of individual's choice for her to wear at the Night to Shine Prom. Individual also received gift cards to have her hair and make-up done at salons of her choice prior to attending the prom.
3. The CLSTA program was also able to purchase a \$500 gift card to salon of individual's choice so that he could have his hair braided and refreshes done as needed for his new job. This referral was received from DSC.
4. It is also important to note that the CLSTA program approved the purchase of two Electric Trikes for a couple that was needing additional transportation options to get around in their community for activities & work. This was a long process as time was taken to talk with staff working closely with the couple to make sure this would be a safe option. At the beginning of January, the trikes were purchased by the

CLSTA program and delivered to the individuals by DSC staff. The individuals are currently working with DSC staff to learn more about their bikes.

5. For many of the requests above RPC worked closely with DSC staff. The cohesive relationship with DSC allowed the CLSTA program to provide funding to individuals as quickly and smoothly as possible.

One of the five applications for the CLSTA program was received for ongoing medication costs. RPC has requested that additional options for lower prescription medication costs be explored through Champaign Health Care Consumers.

Utilization Category Definitions:

CSE = Community Services Events

SC = Service Contact or Screening Contacts

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

Other, as defined in individual program contract

CCRPC - Community Services – Decision Support Person Centered Planning Program

Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	NTPCs	TPCs
1 st Quarter	3 CSEs	51 SCs	5 NTPCs	95 TPCs
2 nd Quarter	18 CSEs	38 SCs	16 NTPCs	5 TPCs
3rd Quarter	1 CSEs	138 SCs	16 NTPCs	2 TPCs
Total	22 CSEs	227 SCs	37 NTPCs	102 TPCs
<i>Annual Target</i>	<i>25 CSEs</i>	<i>100 SCs</i>	<i>30 NTPCs</i>	<i>120 TPCs</i>
Percent Met	88%	227%	123%	85%

73

Agency Comments:

RPC's PCP Case Management program had two new referrals in PY26 Quarter 3. The discovery process has been completed with both individuals and personal plans have been developed and are just awaiting individual/guardian signature. PCP Case Managers continued to meet with their clients on a quarterly basis. Case Managers are striving to provide individuals that are served with clear and accurate information about PUNS and provide advocacy as needed for PUNS selections. Our program is excited to begin implementing Personal Profile pages as a summary of the most important elements of the plan as identified by that individual.

RPC's Transition Consultant attended 16 IEP meetings in PY26 Quarter 3. The majority of meeting requests continue to come from Champaign School District. Our Transition Consultant also attended IEPs with Urbana and Rantoul School Districts as well. Outreach efforts to rural school districts will be revisited to determine how to better provide support in those districts in the future. Referrals from rural school districts have been historically low despite outreach to special education teachers and social workers in the schools.

RPC's Dual Diagnosis program received 3 new referrals in FY26 Quarter 3. Unfortunately, 2 individuals have chosen to hold off on pursuing services due to various reasons. One individual wanted Dual Diagnosis services but then refused services when Dual Diagnosis Case Manager reached out to schedule, another individual would like to wait to schedule services due to a hectic schedule currently. The

individuals can be referred again to Dual Diagnosis services at any time if they wish to engage in services. Our Dual Diagnosis Case Manager currently has 9 individuals she meets with regularly with capacity to take on new clients immediately.

At this time in the year, we are on track to hit our target utilization numbers for Community Service Events (22/25) and have exceeded our projected service contacts (227/100) and non-treatment plan clients (37/30). We receive a large number of service contacts during the Disability Expo each year.

Utilization Category Definitions:

CSE = Community Services Events

SC = Service Contact or Screening Contacts

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

CCRPC - Head Start-Early Head Start – Early Childhood Mental Health Svs Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	NTPCs	TPCs	Other
1 st Quarter	2 CSEs	284.5 SCs	77 NTPCs	60 TPCs	1 Other
2 nd Quarter	2 CSEs	383.25 SCs	39 NTPCs	30 TPCs	2 Other
3rd Quarter	6 CSEs	513 SCs	51 NTPCs	29 TPCs	3 Other
Total	10 CSEs	1180.75 SCs	167 NTPCs	119 TPCs	6 Other
<i>Annual Target</i>	5 CSEs	3000 SCs	380 NTPCs	100 TPCs	12 Other
Percent Met	200%	39%	44%	119%	50%

75

Agency Comments:

No Comments provided by the agency.

Utilization Category Definitions:

- CSE = Community Services Events
- SC = Service Contact or Screening Contacts
- NTPC = Non-Treatment Plan Clients
- TPC = Treatment Plan Clients

Other, as defined in individual program contract (Psycho-educational workshops, trainings, professional development efforts with staff and parents)

CU Early – CU Early Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	NTPCs	TPCs
1 st Quarter	3 CSEs	67 SCs	2 NTPCs	20 TPCs
2 nd Quarter	2 CSEs	123 SCs	0 NTPCs	1 TPCs
3rd Quarter	4 CSEs	116 SCs	2 NTPCs	1 TPCs
Total	9 CSEs	306 SCs	4 NTPCs	22 TPCs
<i>Annual Target</i>	4 CSEs	464 SCs	5 NTPCs	20 TPCs
Percent Met	225%	66%	80%	110%

76

Agency Comments:

The CU Early program coordinator attended and assisted with Read Across America on March 7.

The CU Early Program Coordinator organized and collaborated with Early Intervention service providers to plan and implement two Saturday EI parent support groups. One was January 24 (five families attended) and the other one was February 21 with 4 families attending.

The CU Early program manager was on the planning committee and attended the Raising Futures Conference in collaboration with the Don Moyer Boys and Girls club. This parent conference was held on March 28. 70 families attended this event.

The CU Early bilingual home visitor completed 116 personal/group encounters with families on her caseload. She referred two children for Early Intervention services.

Utilization Category Definitions:

CSE = Community Services Events

SC = Service Contact or Screening Contacts

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

Community Choices – Customized Employment Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	TPCs	Other
1 st Quarter	4 CSEs	617 SCs	41 TPCs	883 Other
2 nd Quarter	2 CSEs	606 SCs	3 TPCs	935 Other
3rd Quarter	1 CSEs	527 SCs	4 TPCs	799 Other
Total	7 CSEs	1750 SCs	48 TPCs	2617 Other
<i>Annual Target</i>	4 CSEs	2000 SCs	50 TPCs	3020 Other
Percent Met	175%	88%	96%	87%

77

Agency Comments:

1 CSE in Q3: U of I Intro to I/DD Presentation on 3/31
 # of Claims in Q3: 527 (These are also reported via the online system.)
 # of NTPCs: 0
 # of TPCs in Q3: 4 new
 Other: 799 Direct hours in Q3

Utilization Category Definitions:

CSE = Community Services Events
 SC = Service Contact or Screening Contacts
 NTPC = Non-Treatment Plan Clients
 TPC = Treatment Plan Clients
 Other = Direct Service Hours

Community Choices – Inclusive Community Support Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	NTPCs	TPCs	Other
1 st Quarter	4 CSEs	458 SCs	15 NTPCs	26 TPCs	606 Other
2 nd Quarter	2 CSEs	423 SCs	0 NTPCs	1 TPCs	567 Other
3rd Quarter	1 CSEs	532 SCs	24 NTPCs	4 TPCs	707 Other
Total	7 CSEs	1413 SCs	39 NTPCs	31 TPCs	1880 Other
<i>Annual Target</i>	<i>4 CSEs</i>	<i>2113 SCs</i>	<i>28 NTPCs</i>	<i>30 TPCs</i>	<i>2023 Other</i>
Percent Met	175%	67%	139%	103%	93%

Agency Comments:

1 CSE in Q1: U of I Intro to I/DD on 3/31

of service contacts in Q3: 532 (135 for NTPCs and 397 were also reported for TPCs via the online system)

of new NTPCs in Q3: 24 (5 NTPCs for Personal Dev. Classes, 19 NTPCs for Family Workshops)

of new TPCs in Q3: 4

Other: Direct Hours in Q2: 707 (146 Direct hours for Personal Dev. Classes & Workshops for NTPCs & 561 total hours of claims also reported via the online system)

Utilization Category Definitions:
CSE = Community Services Events
SC = Service Contact or Screening Contacts
NTPC = Non-Treatment Plan Clients
TPC = Treatment Plan Clients
Other = Direct Service Hours

Community Choices – Self-Determination Support Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	NTPCs	Other
1 st Quarter	4 CSEs	1172 SCs	220 NTPCs	782 Other
2 nd Quarter	2 CSEs	1178 SCs	28 NTPCs	800 Other
3rd Quarter	1 CSEs	809 SCs	12 NTPCs	869.5 Other
Total	7 CSEs	3159 SCs	260 NTPCs	1671.5 Other
<i>Annual Target</i>	4 CSEs	3723 SCs	245 NTPCs	2421 Other
Percent Met	175%	85%	106%	69%

Agency Comments:

1 CSE in Q3: U of I Intro to I/DD Presentation 3/31
 # of service contacts in Q3: 809
 # of new NTPCs in Q3: 12 (4 members with I/DD & 8 people without I/DD).
 0 TPCs
 Other: 869.5 Direct hours in Q3

Utilization Category Definitions:

CSE = Community Services Events
 SC = Service Contact or Screening Contacts
 NTPC = Non-Treatment Plan Clients

*TPC = Treatment Plan Clients
Other = Direct Service Hours*

Community Choices – Staff Recruitment and Retention Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	NTPCs	Other
1 st Quarter	1 CSEs	18 NTPCs	21 Other
2 nd Quarter	1 CSEs	1 NTPCs	27 Other
3rd Quarter	0 CSEs	0 NTPCs	25 Other
Total	2 CSEs	19 NTPCs	73 Other
<i>Annual Target</i>	3 CSEs	18 NTPCs	132 Other
Percent Met	67%	106%	55%

Agency Comments:

CSEs: 0 Jobs posted during Q3 (fully staffed), future openings will include info about bonuses

NTPCs:

Q1 - 17 Staff members continuing from FY25, 1 new staff hired in FY26 Q1

Q2 - 1 new staff hired in Q2 - 1 staff left due to personal health issues

Q3 - Fully Staffed, no hires or employee departures - no new NTPCs

Other: 25 total Bonuses Paid

0 New Hire Bonuses

18 Retention Bonuses

- 3 Acknowledgement Bonuses
- 4 Leadership Bonuses Paid - Projects included - CLC Committee Chair/Coordination, Partnership Agreement Management, Marketing/Outreach Videos created (employment, coop clubs, and coop structure)
- Utilization Category Definitions:*
- CSE = Community Services Events*
- SC = Service Contact or Screening Contacts*
- NTPC = Non-Treatment Plan Clients*
- TPC = Treatment Plan Clients*
- Other = Quarterly Retention and/or Sign-on Bonuses*

Community Choices – Transportation Support Program Year 2026 Third Quarter

Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	NTPCs	Other
1 st Quarter	4 CSEs	1596 SCs	58 NTPCs	705 Other
2 nd Quarter	2 CSEs	1742 SCs	3 NTPCs	698.5 Other
3rd Quarter	1 CSEs	1742 SCs	5 NTPCs	909 Other
Total	7 CSEs	5653 SCs	66NTPCs	23123.5 Other
<i>Annual Target</i>	<i>4 CSEs</i>	<i>6816 SCs</i>	<i>65 NTPCs</i>	<i>2640 Other</i>
Percent Met	175%	83%	102%	88%

Agency Comments:

1 CSE in Q3: U of I Intro to I/DD Presentation 3/31
 # of service contacts in Q3: 2315
 # of new NTPCs in Q3: 5
 # of TPCs: 0
 Other: 909 Direct hours in Q3
 Gave 1098 rides in Q3: Work/Volunteer - 497, Leisure/Education - 196, Family - 4, Medical/Health - 155, CC Social Opps - 116,
 CC appointment - 77, Errands - 47

Utilization Category Definitions:

CSE = Community Services Events

SC = Service Contact or Screening Contacts

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

Other = Hours of rides + hours scheduling/coordinating + hours training and support

DSC – Clinical Services Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	NTPCs	TPCs
1 st Quarter	0 CSEs	5 SCs	2 NTPCs	66 TPCs
2 nd Quarter	1 CSEs	8 SCs	1 NTPCs	5 TPCs
3rd Quarter	0 CSEs	5 SCs	2 NTPCs	3 TPCs
Total	1 CSEs	18 SCs	5 NTPCs	74 TPCs
<i>Annual Target</i>	2 CSEs	10 SCs	5 NTPCs	65 TPCs
Percent Met	50%	180%	100%	114%

Agency Comments:

Community Service Events: There were no community service events.

Service/Screening Contacts: Five individuals were screened for clinical services.

Individual Info: Three people were opened for psychological evaluations after being denied placement on the PUNS list without additional documentation of a diagnosed developmental disability. Families do not have the means to pay for these expensive evaluations. Some insurances would cover assessments conducted by a hospital-based psychologist; however, our local hospitals have indicated that they will not provide these services when the sole purpose is diagnostic verification. Two people were opened for occupational therapy assessments.

DSC became aware in January that Elliott Counseling has initiated Medicaid enrollment for their counselors. Once enrollment is completed, many of those receiving Elliott Counseling services funded by CCDDDB will be transitioned to Medicaid billing. DSC is following up monthly to track progress with counselor enrollment.

Update on DSP Support Specialist: Worked with 46 DSC staff members this quarter. Key activities included training on three complex behavioral support strategies; collaborating with the Human Rights Chair on a staff presentation about individual rights; developing and revising behavioral strategies; reviewing incident reports for patterns and trends in order to offer follow up training; coordinating with SST for several individuals; offering guidance to staff on accurate and thorough documentation; and assisting staff in implementing revised behavioral strategies for an individual during his transition to a new residential arrangement.

Occupational Therapy Update: Occupational therapy services continue to address a variety of needs that are not covered by insurance when those needs are habitative rather than rehabilitative. Supports provided this quarter included several wheelchair modifications/repairs, progression of exercise programs and staff training on how to best assist the individuals in completing their exercises, and a sensory/activity assessment to promote success for a new participant in CDS.

Extra Reporting Time: A total of 3 hours were dedicated to billing, reporting, and discussions regarding Clinical Services.

Utilization Category Definitions:

CSE = Community Services Events

SC = Service Contact or Screening Contacts

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

DSC – Community Employment Program Year 2026 Third Quarter Program

Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	TPCs
1 st Quarter	0 CSEs	2 SCs	82 TPCs
2 nd Quarter	1 CSEs	3 SCs	3 TPCs
3rd Quarter	0 CSEs	8 SCs	8 TPCs
Total	1 CSEs	13 SCs	93 TPCs
<i>Annual Target</i>	<i>4 CSEs</i>	<i>10 SCs</i>	<i>88 TPCs</i>
Percent Met	25%	130%	106%

Agency Comments:

100% of job seekers maintained their employment this quarter, reflecting a strong emphasis on retention, consistent follow-up, and individualized support strategies. In addition to sustaining existing placements, the team expanded opportunities by securing positions with two new community employers, further diversifying employment options and strengthening local partnerships.

The Supported Employment team now has a new agreement at Carle working in the eating areas and the NorthStar Cafe three times a week during the lunch rush. This team has a variety of responsibilities like sweeping, cleaning tables, restocking napkins and condiments, and restocking beverages. Individuals we support in SEP have started to interact more with Carle employees and this has resulted in building positive relationships with cafeteria and North Star staff, often engaging in friendly conversation and daily interactions.

In addition to expanding partnerships, the Community Employment program introduced two new career-focused groups: Career Compass and Entrepreneurship. Career Compass provides clients with essential soft skill development, including appropriate workplace attire, professional communication, interview preparation, bus training, and more. Entrepreneurship group offers participants the opportunity to learn how to develop and manage their own business ideas, marketing, and practical application to support their personal and professional growth.

Participants also continue to work on job skills through volunteer opportunities at various locations throughout the community such as Hessel Park Church, Eastern Illinois Food Bank, PACA, Solidarity Gardens, Thomas Paine School, Channing Murray Foundation, and The Idea Store.

Utilization Category Definitions:

CSE = Community Services Events

SC = Service Contact or Screening Contacts

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

DSC – Community First Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	NTPCs	TPCs
1 st Quarter	0 CSEs	4 SCs	105 NTPCs	50 TPCs
2 nd Quarter	1 CSEs	4 SCs	10 NTPCs	4 TPCs
3rd Quarter	0 CSEs	2 SCs	2 NTPCs	1 TPCs
Total	1 CSEs	10 SCs	117 NTPCs	55 TPCs
<i>Annual Target</i>	<i>4 CSEs</i>	<i>10 SCs</i>	<i>45 NTPCs</i>	<i>45 TPCs</i>
Percent Met	25%	100%	260%	122%

Agency Comments:

Exploring and discussing art exhibits played a key role this quarter. Participants visited several exhibits, including displays at Common Ground featuring artwork from local elementary school students; The Underground Railroad Traveling Exhibit at The Urbana Free Library; a Photography exhibit at Lincoln Square; the Bruce D. Nesbitt African American Cultural Center at the University of Illinois; the Douglas County Museum; and the Rise Above traveling exhibit in Rantoul.

CF groups also took part in community celebrations, including the annual Hoodie Hoo Day at Hessel Park. This event provided an opportunity for individuals to engage with the broader community while participating in a fun tradition of “wishing away” winter and welcoming the arrival of spring.

Additional destinations throughout the community and surrounding areas included Kyle’s Corner, Jos. Kuhn & Co., Ebisu (an anime-themed shop), Krannert Center for the Performing Arts, the Plant Sciences Laboratory at the University of Illinois,

Mother Ghost, the ACES Library at the University of Illinois, The Virginia Theatre, Beachy Bulk Foods, New Life Thrift Shop, Pards, ICU Clukey, Bass Pro Shop, Miller Park Zoo, and Eastland Mall.

The Positivity Committee continued its partnership with Unity West Elementary School, where participants had the opportunity to read to students and share information during Disability Awareness Month. As part of this initiative, individuals created Spina Bifida awareness buttons at The Crow, which were later shared with students at Unity West and Thomas Paine Elementary School to help educate others about spina bifida.

This quarter also marked the addition of the Seen & Loved Project; an initiative aimed at reducing social isolation among older adults. CF participants created cards, engaged in weekly visits to the Tolono Library, and spent time connecting with residents at local nursing homes and memory care facilities throughout Champaign County.

Utilization Category Definitions:

CSE = Community Services Events

SC = Service Contact or Screening Contacts

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

DSC – Community Living Program Year 2026 Third Quarter Program Activity

Report

Quarterly Data:

Utilization Categories	CSEs	SCs	TPCs
1 st Quarter	0 CSEs	2 SCs	72 TPCs
2 nd Quarter	1 CSEs	1 SCs	0 TPCs
3rd Quarter	0 CSEs	3 SCs	0 TPCs
Total	1 CSEs	6 SCs	72 TPCs
<i>Annual Target</i>	2 CSEs	6 SCs	78 TPCs
Percent Met	50%	100%	92%

Agency Comments:

During the third quarter, people in the Community Living Program continued to receive assistance with budgeting, medical appointments, and shopping. Education and training related to the use of technology for scheduling transportation, ordering groceries/medications, and communicating through patient portals remained ongoing.

CLP participants had three new experiences in the C-U community this quarter. They attended Staerkel Planetarium’s Beyond the Sun: Search for a New Earth, visited an indoor flea market at Lincoln Square Mall, and went out to eat at The Yard, trying several of the different food venues within the establishment. Each event was planned by participants with assistance from CLP staff.

Services for participants remained uninterrupted despite two staff vacancies during the quarter. Three individuals and their families expressed interest in CLP services; however, they chose to wait before pursuing this opportunity at this time.

Utilization Category Definitions:

CSE = Community Services Events

SC = Service Contact or Screening Contacts

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

Other, as defined in individual program contract

DSC – Connections Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	NTPCs	TPCs
1 st Quarter	0 CSEs	21 NTPCs	29 TPCs
2 nd Quarter	2 CSEs	4 NTPCs	2 TPCs
3rd Quarter	1 CSEs	5 NTPCs	5 TPCs
Total	3 CSEs	30 NTPCs	36 TPCs
<i>Annual Target</i>	5 CSEs	12 NTPCs	25 TPCs
Percent Met	60%	250%	144%

Agency Comments:

During the third quarter, several new groups were introduced:

Threads & Pallets brings ideas to life using a Cricut machine and plenty of imagination. Participants design custom clothing and transform simple canvases into bold works of art with paint and precision-cut stencils.

Bling It On focuses on creativity and attention to detail through diamond painting. Using tiny gems and vibrant designs, participants create dazzling canvas artwork while enjoying a relaxing and social environment.

Crafty Clean Crew offers a hands-on experience in creating self-care products such as bath bombs, soaps, and candles.

Colorized History is a dynamic exploration of photography and the past, ideal for individuals who enjoy capturing moments and uncovering the stories behind iconic images. Participants recreate historical scenes, stage original concepts, and learn techniques that enhance creativity and visual impact.

In addition to these new offerings, we continue to provide several long-standing and well-loved groups, including Custom Creations, Magazine Art, and Fiber Arts/Crochet.

In February, DSC entered into a working agreement with the Champaign Art Teacher Cooperative and hosted an Art show with them at The Crow.

Utilization Category Definitions:

CSE = Community Services Events

SC = Service Contact or Screening Contacts

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

Other, as defined in individual program contract

DSC – Employment First Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs
1 st Quarter	3 CSEs
2 nd Quarter	6 CSEs
3rd Quarter	9 CSEs
Total	18 CSEs
<i>Annual Target</i>	25 CSEs
Percent Met	72%

Agency Comments:

LEAP/Front Line Supervisor (FLS) Trainings:
 Urbana Park District, 61801. Completed LEAP training in person on 1/15/2026. Ten managers and coordinators attended.
 Parkland College Human Resources Department, 61821. Completed LEAP training virtually on 1/21/2026. HR manager attended.
 HR 2 People, LLC., 61853. Completed LEAP training virtually on 1/21/2026. Owner attended.
 Surface 51, 61821. Completed LEAP training virtually on 1/21/2026. Two directors attended.
 Champaign Park District, 61820. Completed LEAP training virtually on 1/21/2026. Youth and Teen Program Coordinator attended.
 PACE, 61802. Completed LEAP training virtually on 1/21/2026. Three employees attended.

Harry's Pup Stop, 61821. Completed LEAP training virtually on 1/21/2026. Owner attended.
The Land Connection, 61820. Completed LEAP training virtually on 1/21/2026. Owner attended.
The Scratching Post, 61820. Completed FLS training virtually on 3/11/2026. One manager and two employees attended.

Employed by LEAP Trained Business:
One person was employed by a LEAP trained business.
Champaign Unit 4 School District – Hired a part-time Kids Plus Recreation Leader

Program Development:

Attended the following networking events to make contacts and promote LEAP: Champaign County Chamber of Commerce – Women Elevating Women Resource Group; Champaign County Chamber of Commerce - Chamber First Friday Coffee; Good Judys Espresso & Bagel Bar's Queer & Allied Business Mixer.

DDIE Website Updates (<https://leapdirectory-cu.org/resources>):

In the 1/1/2026 - 3/31/2026 timeframe, according to Google Analytics, there were 118 page views and 68 new users.

Utilization Category Definitions:

CSE = Community Services Events

SC = Service Contact or Screening Contacts

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

Other, as defined in individual program contract

DSC – Family Development Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	TPCs
1 st Quarter	5 CSEs	51 SCs	954 TPCs
2 nd Quarter	4 CSEs	49 SCs	65 TPCs
3rd Quarter	2 CSEs	53 SCs	66 TPCs
Total	11 CSEs	153 SCs	1085 TPCs
<i>Annual Target</i>	<i>15 CSEs</i>	<i>200 SCs</i>	<i>655 TPCs</i>
Percent Met	73%	77%	166%

Agency Comments:

Family Development’s physical and occupational therapists, together with the FD Director, participated in an inservice training with staff at Next Generation School. The session covered DSC’s children’s services, an overview of Early Intervention and Home Visiting programs, referral pathways, and key indicators that can help the Next Generation School staff identify potential developmental delays in the children they support.

FD also hosted an information booth at the Read Across America event on March 7th. This provided a valuable opportunity to engage with the community and increase awareness of services offered through DSC’s Family Development program.

Throughout the quarter, the Child Development Specialist continued to conduct community developmental screenings at multiple locations, including Next Generation School, Happi Time, Soccer Planet, Montessori School, Bunnie Hutch Daycare, and in center screenings upon request.

Utilization Category Definitions:

CSE = Community Services Events

SC = Service Contact or Screening Contacts

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

Other, as defined in individual program contract

DSC – Individual and Family Support Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	NTPCs	TPCs
1 st Quarter	0 CSEs	4 SCs	26 NTPCs	38 TPCs
2 nd Quarter	1 CSEs	1 SCs	4 NTPCs	1 TPCs
3rd Quarter	2 CSEs	1 SCs	2 NTPCs	1 TPCs
Total	3 CSEs	6 SCs	32 NTPCs	40 TPCs
<i>Annual Target</i>	3 CSEs	8 SCs	20 NTPCs	40 TPCs
Percent Met	100%	75%	160%	100%

Agency Comments:

This quarter, one new individual enrolled in the Respite Program after securing PUNS placement and submitting the required documentation to confirm eligibility. Respite support is offered either directly in the home or through community-based activities funded through specific assistance. Families are also encouraged to apply for state-funded respite programs. Currently, most families are utilizing all respite hours allocated to them each month in addition to a few requesting specific assistance for camps and accessible sports programs.

Eighteen advocates participated in various advocacy classes and activities. Three advocates spoke with special education students at a local high school about residential options other than living with family. The students and teachers asked great questions, and everyone enjoyed the opportunity to meet and talk. The advocates are interested in sharing their presentation with other high schools in the area. In March, several advocates celebrated Spread the Word Day by sharing information about

inclusivity and respectful language with the greater community through an information table set up at Salt and Light in Urbana. Approximately 25 people stopped by the table to talk with advocates and learn more about Spread the Word, DSC, and advocacy.

Utilization Category Definitions:

CSE = Community Services Events

SC = Service Contact or Screening Contacts

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

Other, as defined in individual program contract

DSC – Service Coordination Program Year 2026 Third Quarter Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	TPCs
1 st Quarter	0 CSEs	8 SCs	271 TPCs
2 nd Quarter	1 CSEs	4 SCs	4 TPCs
3rd Quarter	3 CSEs	3 SCs	3 TPCs
Total	4 CSEs	15 SCs	278 TPCs
<i>Annual Target</i>	<i>4 CSEs</i>	<i>20 SCs</i>	<i>275 TPCs</i>
Percent Met	100%	75%	101%

Agency Comments:

Case Management continued to use a team approach to ensure people were safe, had food, and medical support, as well as any additional resources they needed. Some of the specific services offered this past quarter included:

The team worked in coordination with other agencies to support an individual to move to a safer area. Supported a couple with their new trike bike, promoting independence and ensuring they had the skills to safely navigate the community. CM and CCRPC worked collaboratively with families to support a couple of individuals in getting back enrolled on PUNS, including assistance with required documentation and letters from families.

Supported an individual, in partnership with outside agencies, in working toward obtaining permanent supportive housing designed to provide long-term stability beyond federally funded voucher programs. Worked with a couple of families to increase the understanding of the importance and long-term benefits of transitioning to waiver funding and supported them in connecting with Prairieland. Emphasized the need to keep moving forward in the process so as to not lose services and to reach out if they need assistance in connecting with their ISC.

Community Service Events included discussion about Services Coordination with different community members at mental health work group meetings, during school tours, and at a listening session presented by The Arc.

Utilization Category Definitions:

CSE = Community Services Events

SC = Service Contact or Screening Contacts

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

Other, as defined in individual program contract

DSC – Workforce Retention and Development Program Year 2026 Third Quarter

Program Activity Report

Quarterly Data:

Utilization Categories	CSE	Other
1 st Quarter	1 CSE	0 Other
2 nd Quarter	0 CSEs	142 Other
3rd Quarter	0 CSEs	0 Other
Total	1 CSE	142 Other
<i>Annual Target</i>	2 CSEs	160 Other
Percent Met	50%	89%

Agency Comments:

Workforce retention bonuses are distributed at the end of 2nd and 4th quarters. Additional training opportunities have been identified for staff and will take place in 4th quarter.

Utilization Category Definitions:

- CSE = Community Services Events
- SC = Service Contact or Screening Contacts
- NTPC = Non-Treatment Plan Clients
- TPC = Treatment Plan Clients
- Other, as defined in individual program contract

PACE – Consumer Control in Personal Support Third Quarter Program Year 2026

Program Activity Report

Quarterly Data:

Utilization Categories	CSEs	SCs	NTPCs	Other
1 st Quarter	9 CSEs	61 SCs	24 NTPCs	2 Other
2 nd Quarter	7 CSEs	38 SCs	5 NTPCs	1 Other
3rd Quarter	11 CSEs	24 SCs	7 NTPCs	3 Other
Total	27 CSEs	123 SCs	36 NTPCs	6 Other
<i>Annual Target</i>	<i>20 CSEs</i>	<i>250SCs</i>	<i>30 NTPCs</i>	<i>9 Other</i>
Percent Met	135%	49%	120%	67%

Agency Comments:

PACE continues to offer in-person orientations and one-on-one appointments at the PACE office during this quarter to recruit PSWs. PACE continues to engage in outreach activities, job postings, and community events to recruit PSWs.

PACE staff participated in the following community events this quarter:

- Monthly Evaluation Technical Assistance with University of Illinois Family Resiliency Center
- Monthly Evaluation Working Group meeting with Family Resiliency Center
- Program Presentation at School of Social Work
- Program presentation at Community Choices
- Attended the Arc of Illinois Town Hall meeting

- Champaign Library Job fair event
- Parklands Community College Volunteer event

PACE also continues to reach out and attempt to collaborate with the University of Illinois School of Social Work, Family Resilience Center, Envision Unlimited, and parent groups at Community Choices, IRC, NAMI, and DSC.

There were no TPCs this quarter, as the individuals being served through this funding are those seeking employment as PSWs, and there is no vocational program available for consumers with I/DD. However, ongoing collaboration is taking place with DRS, IRC, Community Choices, DSC, and the DRS vocational program. These organizations are referring individuals with I/DD and their families to PACE to hire an oriented PSW from the registry through this funding.

PACE continues to offer quarterly PSW advisories to provide additional opportunities for consumers and PSWs to connect and discuss PSW program topics. The PSW advisory was held on Friday, March 27, 2026.

PACE has sent 6 sets of referrals this quarter.

Utilization Category Definitions:

- CSE = Community Services Events*
- SC = Service Contact or Screening Contacts*
- NTPC = Non-Treatment Plan Clients*
- TPC = Treatment Plan Clients*
- Other = Successful PSW Matches*

**Program Year 2026 3rd Quarter Service Data for I/DD programs
funded by the Champaign County Developmental Disabilities Board
and Champaign County Mental Health Board**

Prepared by: Kim Bowdry, Associate Director for Intellectual and Developmental Disabilities

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CCRPC – Community Services – Community Life Short Term Assistance - \$58,008 – IDDSI Program Year 2026 3rd Quarter Claims Data

6 people were served for a total of 33 hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
New Client(s)	Not Applicable	1	1
On Behalf of Person Served (NTPC)	Off Site	2	4
On Behalf of Person Served (NTPC)	On Site	2	2
With Person Served (NTPC)	On Site	1	1
On Behalf of Person Served (TPC)	Off Site	2	14
With Person Served (TPC)	Off Site	4	10
With Person Served (TPC)	On Site	1	1

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home

CCRPC – Community Services – Decision Support PCP - \$106,260 Program Year 2026 3rd Quarter Claims Data

93 people were served for a total of 1,186 hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
New Client(s)	Not Applicable	3	3
Closed/Discharged Client(s)	Not Applicable	1	1
On Behalf of Person Served (TPC)	Off Site	83	157
On Behalf of Person Served (TPC)	On Site	84	591
With Person Served (TPC)	Off Site	86	147
With Person Served (TPC)	On Site	83	287

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home

CCRPC – Head Start/Early Head Start – Early Childhood Mental Health Svs - \$54,200 Program Year 2026 3rd Quarter Claims Data

45 people were served for a total of 263 hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
New Client(s)	Not Applicable	17	17
With Person Served (TPC)	On Site	42	246

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home

Community Choices – Customized Employment - \$64,000 Program Year 2026 3rd Quarter Claims Data

38 people were served for a total of 807 hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
New Client(s)	Not Applicable	4	4
Closed/Discharged Client(s)	Not Applicable	3	3
On Behalf of Person Served (TPC)	Off Site	21	372
On Behalf of Person Served (TPC)	On Site	19	78
With Person Served (TPC)	Off Site	30	191
With Person Served (TPC)	On Site	22	159

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home

Community Choices – Inclusive Community Support - \$58,250 Program Year 2026 3rd Quarter Claims Data

25 people were served for a total of 566 hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
New Client(s)	Not Applicable	4	4
Closed/Discharged Client(s)	Not Applicable	1	1
On Behalf of Person Served (TPC)	Off Site	12	57
On Behalf of Person Served (TPC)	On Site	19	108
With Person Served (TPC)	Off Site	20	324
With Person Served (TPC)	On Site	13	72

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home

DSC – Clinical Services – \$65,750 – Program Year 2026 3rd Quarter Claims Data

49 people were served for a total of 399 hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
New Client(s)	Not Applicable	5	5
Closed/Discharged Client(s)	Not Applicable	3	3
Coordination of Mental Health Services	On Site	37	130
On Behalf of Person Served (TPC)	On Site	44	85
With Person Served (TPC)	Off Site	9	34
With Person Served (TPC)	On Site	39	142

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home

DSC – Community Employment – \$130,750 – Program Year 2026 3rd Quarter Claims Data

68 people were served for a total of 2,099 hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
New Client(s)	Not Applicable	8	8
Closed/Discharged Client(s)	Not Applicable	2	2
On Behalf of Person Served (TPC)	Off Site	15	29
On Behalf of Person Served (TPC)	On Site	63	772
With Person Served (TPC)	Off Site	63	1,136
With Person Served (TPC)	On Site	38	152

115

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home

DSC – Community First – \$247,500 – Program Year 2026 3rd Quarter Claims

Data

48 people were served for a total of 8,702 hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
New Client(s)	Not Applicable	1	1
Closed/Discharged Client(s)	Not Applicable	3	3
On Behalf of Person Served (TPC)	Off Site	19	151
On Behalf of Person Served (TPC)	On Site	46	1,373
With Person Served (TPC)	Off Site	43	4,172
With Person Served (TPC)	On Site	41	3,002

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home

DSC – Community Living – \$157,000 – Program Year 2026 3rd Quarter Claims

Data

68 people were served for a total of 3,423 hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
Closed/Discharged Client(s)	Not Applicable	1	1
On Behalf of Person Served (TPC)	Off Site	66	901
On Behalf of Person Served (TPC)	On Site	68	1,280
With Person Served (TPC)	Off Site	39	781
With Person Served (TPC)	On Site	36	460

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home

DSC – Connections – \$30,500 – Program Year 2026 3rd Quarter Claims Data

24 people were served for a total of 471 hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
New Client(s)	Not Applicable	5	5
Closed/Discharged Client(s)	Not Applicable	2	2
With Person Served (TPC)	Off Site	22	464

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home

DSC – Family Development – CCMHB – \$175,000 – Program Year 2026 3rd Quarter Claims Data

185 people were served for a total of 2,143 hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
New Client(s)	Not Applicable	66	66
On Behalf of Person Served (TPC)	On Site	132	2,024
With Person Served (TPC)	Off Site	51	53

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home

DSC – Individual and Family Support – \$80,000 – Program Year 2026 3rd Quarter Claims Data

53 people were served for a total of 2,683 hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
New Client(s)	Not Applicable	1	1
Coordination of IDS (Staff Hour)	On Site	32	130
With Person Served (NTPC)	Off Site	12	30
With Person Served (NTPC)	On Site	19	107
On Behalf of Person Served (TPC)	On Site	25	65
With Person Served (TPC)	Off Site	25	2,344
With Person Served (TPC)	On Site	5	6

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home

DSC – Service Coordination – \$125,000 – Program Year 2026 3rd Quarter Claims

Data

231 people were served for a total of 2,435 hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
New Client(s)	Not Applicable	3	7
Closed/Discharged Client(s)	Not Applicable	4	4
On Behalf of Person Served (TPC)	Off Site	5	9
On Behalf of Person Served (TPC)	On Site	228	2,170
With Person Served (TPC)	Off Site	23	65
With Person Served (TPC)	On Site	48	180

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home

PACE – Consumer Control in Personal Support – \$11,493 – Program Year 2026

3rd Quarter Claims Data

7 PSWs registered, 3 Successful PSW matches, and 196 total program hours

Service Type	Place of Service	Participants per Service Activity	Hours of Service
PSW Registry Completion	On Site	7	7
Program Promotion	Off Site	Not Applicable (Staff Activities)	22
Reporting/Planning Time	On Site	Not Applicable (Staff Activities)	163
Successful Match	On Site	3	4

Definitions:

NTPC = Non-Treatment Plan Clients

TPC = Treatment Plan Clients

On Site = Agency Office/Facility

Off Site = Community location or client's home