Year Four Proposal for Continued Funding
Goal Three: Promote Informed Decision Making

Introduction

In Year Four of this program, the Native American Disability Law Center, Inc. (the Law Center) will address Goal Three of the Arizona Developmental Disabilities Planning Council's 2012-2016 Five Year State Plan. This program will continue to provide Hopis with developmental disabilities, their families and the persons who support them, with information that promotes informed decision making about their choices and their quality of life, and to continue to educate tribal government officials on the needs of people with developmental disabilities and how they can better address those needs. The program will adjust to build on the progress made during Year Three. In addition to continuing its work with the Hopi Advisory Group on Disabilities, the Law Center plans to expand the project to include working with Hopi government officials and community members to draft legislation that will address the abuse, neglect and exploitation of Hopis with severe disabilities.

Year Three overview of project and accomplishments (one page).

During Year Three of the program, the Law Center focused on the following objectives:

1. Conduct outreach and education aimed at increasing awareness of the needs of Navajo people with developmental disabilities and the resources available to them that can improve their quality of life.
2. Work with the Hopi Advisory Group on Disabilities and the Hopi Office of Special Needs to conduct outreach and education aimed at increasing awareness of the needs of Hopi people with developmental disabilities and the resources available to them that can improve their quality of life.

Successes and barriers and strategies implemented to overcome barriers.

Over the course of this program, the primary barrier that the Law Center has encountered has been the lack of response from the Navajo Housing Authority (NHA). NHA has continued to frustrate the Law Center's efforts to improve the accessibility and accommodation policies and procedures. The community requested information about housing rights and policies and procedures but the Law Center's efforts to provide that information was stymied by the failure of NHA to amend their policies and procedures as previously agreed. The Law Center was able to create more general materials informing the public about their housing rights under Navajo law and general information on requesting accommodations.

Year Three measureable outcomes (one page) of the Year One project

Over the past year, the Law Center has made progress on the planned objectives. Working with the Navajo Nation Advisory Council on Disabilities, the Law Center has finished drafting a report on the accessibility of polling sites used for tribal, state and federal elections and created educational materials on housing rights for Navajos with disabilities. The housing rights pamphlet will help Navajos with disabilities request accommodations when necessary. The Law Center also advocated for increased accessibility of public transportation and remained a constant reminder of the need to provide this public service. The Law Center met with the General Services Administration (GSA) of the Navajo Nation to discuss physical alterations of Navajo Nation government buildings to increase their accessibility. The GSA committed to taking steps to improve accessibility, including requesting funds to make the alterations. Until those funds are authorized, the GSA will begin using regular maintenance activities to make the alterations as needed.

The Law Center also continued working with the Hopi Office of Special Needs and the Hopi Advisory Group on Disability to advocate for increased accessibility of Hopi government buildings. Because of these efforts, the Hopi government is making progress toward contracting for these necessary alterations and specifically included the need for compliance with the Americans with Disabilities Act in the Request for Proposals. The Law Center also created educational materials informing Hopis with disabilities about their housing rights and advocating for necessary accommodations.

The Law Center has also maintained consistent contact with Native Americans with developmental disabilities living in group homes or other congregate care facilities. Through regular visits, these adults with developmental disabilities receive information on community based services and their right to be treated with dignity and respect. A majority

of those surveyed reported that this type of contact helped them understand their rights and feel safe.

Year Four proposed project and enhancement or changes to the project
(10 pages maximum) including a description of partnerships

For the upcoming year, the Law Center plans on continuing its work to raise awareness of the needs of individuals with developmental disabilities, contact and educate adults with developmental disabilities about their rights and community based services to increase their ability to make informed choices, and work with the Hopi Tribal Housing Authority to more effectively accommodate the needs of Hopis with developmental disabilities. The Law Center would also like to expand the project to work with the Hopi Office of Special Needs and the Hopi Division of Aging and Adult Services to draft an Adult Protection Act that addresses and prevents abuse, neglect and exploitation of Hopis with developmental disabilities.

The Law Center proposes the following objectives:

A. Conduct outreach and education aimed at increasing awareness of the needs of Native Americans with developmental disabilities and the resources available to them that can improve their quality of life.
B. Continue working with the Hopi Office of Special Needs and the Hopi Advisory Group on Disabilities to conduct outreach and education aimed at increasing awareness of the needs of Hopis with developmental disabilities and the resources available to them that can improve their quality of life.
C. Continue working with Hopi Tribal Housing Authority to amend its policies and procedures to accommodate the needs of Hopis with developmental disabilities.
D. Work with the Hopi Office of Special Needs and the Hopi Division of Aging and Adult Services to develop an Adult Protection Act to prevent and address abuse, neglect and exploitation of Hopis with development disabilities.

A. Contact with Individuals with Developmental Disabilities

As part of this program, Stenson Lee, the Law Center's Advocate, will conduct outreach to Native Americans with developmental disabilities across our Northern Arizona service area to inform them of their rights, the services and supports available to them and how to access those services and supports. At least quarterly, Mr. Lee will visit the group homes and congregate care facilities that are primary homes for adults with developmental disabilities. During these visits, Mr. Lee, who has become familiar to many of them, will talk

individually with residents, check on their activities and well-being, and explain community services that can assist them if they chose to leave the group home or facility.

The Law Center anticipates the following outcomes:

1. Visit group homes and congregate care facilities that serve Native Americans with developmental disabilities on a quarterly basis.

The Law Center anticipates the following outputs:

1. Provide information on community services to 50 Native Americans with developmental disabilities living in congregate care facilities so that they have the information necessary to make choices about where they live.

B. Increase Awareness of the Needs of Hopis with Developmental Disabilities

Hoskie Benally, the Law Center's Community and Government Liaison, will continue working with the Hopi Advisory Group on Disabilities. The Hopi Advisory Group on Disability is working toward becoming recognized as an official advisor to the Hopi Tribe on the needs of Hopi people with disabilities and to raise awareness of the needs of Hopis with developmental disabilities. The Law Center will measure the effectiveness of the work with the Hopi Advisory Group on Disability by surveying its stakeholders on an annual basis using the Arizona DDPC's consumer satisfaction survey.

To increase awareness of the needs of Hopis with developmental disabilities and the issues that they face, the Law Center will work with its partners to organize and conduct Hopi disability awareness events. Such events will include annual disability awareness conferences, disability awareness walks and a Hopi Special Needs Day to honor Hopis with disabilities and celebrate their achievements. The Law Center will recruit and retain participants by advertising our outreach events through flyers and radio and newspaper announcements. The Law Center will continue working with ASSIST! to Independence and the Hopi Office of Special Needs to advertise the outreach events and refer potential participants. We will distribute and collect consumer satisfaction surveys at all outreach events, and use the feedback we receive to improve future events.

The Law Center anticipates the following outcomes:

1. Meet monthly with the Hopi Advisory Group on Disability.
2. Participate in the Hopi Special Needs Day to educate Hopis with developmental disabilities on their rights and the services available to them in the community, including a survey of those participating.
3. Survey the Hopi Advisory Group on Disability stakeholders to assess the Law Center's input and guidance.

The Law Center anticipates achieving the following outputs:

1. Finalize the Hopi Advisory Group on Disability By-Laws.
2. Develop and implement a plan for the Hopi Tribal Council to recognize the Hopi Advisory Group on Disability as the official advisor on disability policy.
3. Vote by the Hopi Tribal Council recognizing the Hopi Advisory Group on Disability as the official advisor on policies affecting Hopis with developmental disabilities.
4. Provide information to 200 Hopis with developmental disabilities, their families and service providers through the Hopi awareness activities.

C. Hopi Tribal Housing Authority

Hoskie Benally, the Law Center's Community and Government Liaison, and Debora Perkey, Staff Attorney, will continue to work with the Hopi Office of Special Needs, the Hopi Advisory Group on Disabilities and the Hopi Tribal Housing Authority (HTHA) to address the housing needs of Hopis with developmental disabilities. Mr. Benally and Ms. Perkey will review the HTHA policies and procedures when they become available to ensure that they conform with current legal protections. Additionally, Mr. Benally, Ms. Perkey and the Hopi Advisory Group on Disability will work with the HTHA to add the protections and accommodations that are necessary for Hopis with developmental disabilities to have equal access to housing services.

The Law Center anticipates the following outcomes:

1. Quarterly Meetings with Hopi Office of Special Needs, Hopi Advisory Group on Disablity and HTHA.
2. Draft policies that reflect consideration and accommodations for Hopis with developmental disabilities.
3. Annual survey of the stakeholders to assess the Law Center's input and guidance.

The Law Center anticipates the following outputs:

1. Provide comments on the HTHA policies to ensure that they provide accommodations for Hopis with developmental disabilities.
2. Draft HTHA policies that accommodate Hopis with developmental disabilities.

D. Hopi Adult Protection Act

As a result of the Law Center's collaboration with the Hopi Advisory Group on Disabilities and the Hopi Office of Special Needs, there has been an increased awareness of the needs of Hopis with developmental disabilities and the presence of the Law Center and the Hopi Advisory Group on Disability. As a result of this increased awareness, the Hopi Government

has created a Task Team comprised of tribal representatives, including the Office of Special Needs and the Hopi Division of Aging and Adult Services. The Task Team asked the Law Center to lead an effort to draft and pass a Hopi Adult Protection Act to address abuse, neglect and exploitation of vulnerable adults with disabilities.

The Hopi Code does not currently have an ordinance or statute that defines how the community addresses abuse, neglect and exploitation. The disability community knows that there is a need to increase the protections for those who are vulnerable to abuse, neglect and exploitation, especially Hopis with developmental disabilities. It is essential that a draft ordinance reflects Hopi values and tradition. The Hopi community is comprised of twelve villages spread across three mesas. Three of the villages still have a traditional government that recognizes the Kikmongwi as its leader. The villages have a special role within the community and are the first to address issues before they go to either the central Hopi government or to the Hopi court system. Developing an ordinance to address abuse, neglect and exploitation necessarily requires obtaining input and support from the villages, which will require multiple community meetings.

The Law Center was central to the development of the Navajo Adult Protection Act and in the course of developing that statute surveyed available tribal codes from other communities. This experience and research will be helpful in developing a Hopi ordinance, but would not replace the community input and village support. While the Law Center has ideas on how to proceed with this project, the community should be the driving force in developing a plan and implementing it. The Law Center proposes an initial planning meeting with stakeholders from the Task Team and the Hopi Advisory Group on Disability to develop a timeline and plan for conducting the community meetings, developing the ordinance, and reviewing it with the community. One key scheduling component will be the schedule of ceremonies that frequently involve the entire village and take precedence over other meetings. The Law Center anticipates that it will take at least a year to gather the community input, explain the reason for the ordinance, and begin reviewing a draft with the community.

The Law Center anticipates the following outcomes:

1. Draft a Hopi Adult Protection Act.

The Law Center anticipates the following outputs:

1. Develop a strategic plan with stakeholders to organize the community input.
2. Develop a schedule of community meetings to obtain their input on how the ordinance should provide for village input and balance the roles of interested parties.
3. Conduct village based community meetings to explain the need for the ordinance and to gather information that needs to be included to ensure that it reflects Hopi

values and traditional concepts. Using the Arizona DDPC survey, survey participants to assess the value of the information and the process.

4. Draft a Hopi Adult Protection Act.
5. Review draft with stakeholders and the villages and incorporate comments and suggestions before finalizing the draft. Using the Arizona DDPC survey, survey participants to assess the value of the information and the process.

Year Four Implementation Plan/Timeline

Type of Activities	Person Responsible	Date Activity Will Be Completed/ Timeline	Type of Support Documentation
Meet with Hopi Advisory Group on Disabilities and Hopi Office of Special Needs to continue working on initiatives including improving the accessibility of public buildings and becoming an official advisor to the Hopi Tribe.	Hoskie Benally, Community Liaison; Hopi Advisory Group on Disabilities	Monthly, ongoing	Sign-in sheet on file; activities recorded in Disability Advocacy Database.
Work with the Hopi Office of Special Needs, the Hopi Office of Aging and Adult Services, and the Hopi Adult Protection Task Team to develop a draft Adult Protection Code.	Therese E. Yanan, Attorney; Debora Perkey, Attorney; Hoskie Benally, Community Liaison	Monthly	Agendas on file, sign-in sheets, activities recorded in Disability Advocacy Database, Drafts of Code.
Meet with the Hopi Advisory Group to finalize the organizational By-Laws.	Therese E. Yanan, Attorney; Hoskie Benally, Community Liaison; Hopi Advisory Group on Disabilities	July 15, 2013	Sign-in sheet on file; activities recorded in Disability Advocacy Database; Completed By-Laws.

Meet with the Hopi Advisory Group to develop an Action Plan to achieve recognition by the Hopi Tribal Council.	Therese E. Yanan, Attorney; Hoskie Benally, Community Liaison; Hopi Advisory Group on Disabilities	September 30,2013	Sign-in sheet on file; activities recorded in Disability Advocacy Database; Completed Action Plan.
Meet with Hopi Adult Protection Act Task Team to develop a plan for drafting an Adult Protection Code.	Therese E. Yanan, Attorney; Debora Perkey, Attorney; Hoskie Benally, Community Liaison	September 30, 2013	Agendas on file, sign-in sheets, activities recorded in Disability Advocacy Database; Implementation Plan.
Work with Hopi Office of Special Needs to organize, advertise and conduct Hopi Special Needs Day; distribute Hopi educational materials. Distribute and collect consumer satisfaction surveys.	Hoskie Benally, Community Liaison; Hopi Office of Special Needs	October 31, 2013	Agenda on file; activities recorded in Disability Advocacy Database.
Meet with the Hopi Villages to obtain their input on the Hopi Adult Protection Act.	Therese E. Yanan, Attorney; Debora Perkey, Attorney; Hoskie Benally, Community Liaison	January 31, 2014	Agendas on file, sign-in sheets, activities recorded in Disability Advocacy Database; Consumer Surveys.
Draft Hopi Adult Protection Act incorporating public comments.	Therese E. Yanan, Attorney; Debora Perkey, Attorney	March 15, 2014	Draft of the Hopi Adult Protection Act.

Review draft of Hopi Adult Protection Act with Hopi Adult Protection Task Team.	Therese E. Yanan, Attorney; Debora Perkey, Attorney; Hoskie Benally, Community Liaison	April 15, 2014	Agendas on file, sign-in sheets, activities recorded in Disability Advocacy Database; Consumer Surveys.
Review draft of Hopi Adult Protection Act with Hopi Villages.	Therese E. Yanan, Attorney; Debora Perkey, Attorney; Hoskie Benally, Community Liaison	June 30, 2014	Agendas on file, sign-in sheets, activities recorded in Disability Advocacy Database; Consumer Surveys.
Conduct outreach to people with developmental disabilities living in institutional/group home settings to inform them of their rights and the services and supports available to them and how to access those services and supports; distribute educational materials; distribute and collect consumer satisfaction surveys.	Stenson Lee, Advocate	Quarterly	Dates and summaries of institutional visits and other outreach activities recorded in Disability Advocacy Database.
Work with Hopi Tribal Housing Authority to address housing needs of Hopis with developmental disabilities.	Hoskie Benally, Community Liaison; Debora Perkey, Attorney	Quarterly	Agendas on file, sign-in sheets, activities recorded in Disability Advocacy Database, drafts of Code.
Prepare and submit program reports to DDPC with copies of consumer satisfaction surveys.	Shelly Chimoni, Development Director	Quarterly	Reports on file; activities recorded in Disability Advocacy Database.
Prepare and submit financial reports to DDPC	Becky Mix, Director of Administration and Finance	Quarterly	Reports on file; activities recorded in Disability Advocacy Database.

Year Four Budget, Budget Narrative and Match

Budget

See Attached Exhibit B

Budget Narrative

See Attached Exhibit C

Match

The Law Center serves Native Americans with developmental disabilities in some of Arizona's poorest counties. All of our clients live in a Rural Poverty Area as defined by the U.S. Census. As such, we are required to provide a 10% match of the total cost of this program, or $6,180. This amount is included in the budget line items detailed above, and is taken from our cash reserves. The cash reserves are made up of attorney's fees that the Law Center has won while litigating in court to protect the rights of Native Americans with disabilities.

Year 4 Staffing (1 page; Provide an overview of key staff for project; no resumes)

Most of the program's activities will be implemented by Hoskie Benally, the Law Center's Community and Government Liaison, and Stenson Lee, one of the Law Center's Advocates. Both Mr. Benally and Mr. Lee are familiar with the community and are already prepared to continue their work to improve services for Navajos and Hopis with developmental disabilities. Therese Yanan, the Law Center's Co-Director for Program Services, and Debora Perkey, the Law Center's Staff Attorney, will work with Mr. Benally on coordinating the development of the Hopi Adult Protection Act. Both Ms. Yanan and Ms. Perkey will work on this project so that there is more flexibility in scheduling the community meetings to obtain the community's input. They will seldom be attending meetings together. Ms. Yanan will also provide supervision and will oversee evaluation and reporting activities. Becky Mix, the Law Center's Co- Director of Administration & Finance, and Marlene Lewis, the Law Center's Accounting Assistant, will be responsible for managing the program's finances and reporting to the DDPC on use of their funds. Ms. Mix is a Certified Public Accountant and has over twenty years of public and non-profit accounting experience. Shelly Chimoni, the Law Center's Development Director, will prepare and submit narrative reports of the program's progress.

EXHIBIT B

State of Arizona
Developmental Disabilities Planning Council
1740 West Adams, Suite 201
Phoenix, AZ 85007
602-542-8970

Contractor Name: The Native American Disability Law Center, Inc.

Project Name: Native American Project/Contract Number:

Service Start Date: 7/1/2013 Service End Date: 6/30/2014

Budget Category	Description	Reqeusted Funds	Non-Federal Cash Match	Non-Federal In-Kind Match	Total Program Cost
Salaries	Please see Exhibit C	22,779.00	2,531.00		25,310.00
Fringe Benefits		11,205.00	1,245.00		12,450.00
Supplies		1,386.00	154.00		1,540.00
Staff Travel		7,102.00	789.00		7,891.00
Rent or Cost of Space		3,576.00	397.00		3,973.00
Equipment		-	-		-
Contracted Services		-	-		-
Other		1,080.00	120.00		1,200.00
Indirect Costs		3,685.00	409.00		4,094.00
Total Costs		50,813.00	5,645.00	-	56,458.00

It is understood that Non-Federal Funds identified in this budget will be used to match only Arizona DDPC Federal Funds, and will not be used to match any other Federal Funds during the period of the DDPC funded Project.

Therese E. Yanan
Name of Certifying Official

Co-Director of Program Services
Title of Certifying Official

Therese E. Y
Signature

28-May-13
Date

EXHIBIT C

Budget Narrative

Personnel/Salaries:

The project budget includes personnel salary costs for seven individuals, all of whom are current employees of the Native American Disability Law Center (the 'Law Center'). Hours are budgeted at 989 representing 47.5% of an FTE and a cost of $25,310 for personnel salaries.

The Community Liaison, Hoskie Benally, will work 400 hours on this project or 19.2% of an FTE toward work with multiple offices in Hopi and to providing outreach and education. The salary cost is budgeted at $8,999; full time position $46,789.

Law Center Attorney, Debora Perkey, will provide 225 hours or 10.8% of an FTE toward work with the Hopi Tribal Housing Authority and other Hopi offices to prepare a draft of Adult Protection Code at $6,133; full time position $56,700.

Therese Yanan, Attorney and Co-Director of Program Services will provide 168 hours or 8.1% working with Hopi offices to prepare a draft of Adult Protection Code at a cost of $6,258; full time position of $77,480.

An Advocate for the Law Center, Stenson Lee, will work 40 hours or 1.9% of an FTE conducting outreach and providing information in group homes at a cost of $648; full time position $33,696.

Shelly Chimoni the Director of Development will submit required reports and satisfaction surveys during the project year at a cost of $1,155 from a salaried position of $32,032; 60 hours and 3.6% of 80% of an FTE.

Accounting and reimbursement requests will be prepared by Marlene Lewis requiring 60 hours, 2.9% of an FTE at a cost of $988 for a full time position at $34,278.

Becky Mix, Co-Director Finance & Administration will provide financial accounting and oversight on the project utilizing 36 hours during the year, 1.9% of 90% of an FTE at a cost of $1,129; position cost $58,687.

Fringe Benefits

Fringe benefit expense include the Law Center's share of federal and state payroll taxes and employee group health insurance, employee dental insurance, employee life insurance, employee pension plan. The Law Center's group insurance provides for single and family coverage. Fringe benefits amount to $12,450 for the project and were calculated using

49.2% of project salary costs. The fringe benefit percentage utilized in this project budget was determined by using the ratio of fringe benefits to salary expense as compiled in the Law Center's most recently prepared budget for FY2014.

The premium cost for employee health, dental, vision and life insurance coverage is paid 100% by the Law Center. The cost of family health insurance coverage is subsidized; family coverage for dental or life is paid fully by the employee. The health insurance is a high deductible group plan and the Law Center contributes $2,000 to $3,400 per year to covered employees' Health Saving Account (H.S.A.). A 403(b) pension plan provides an employer contribution of 6% to participating employees' accounts. The Law Center pays required payroll taxes including FICA, Medicare and state unemployment tax.

Supplies

A total expense of $1,540 has been budgeted for supplies. Of this amount approximately $1,000 is for disposable office, conference and survey supplies such as paper, envelopes, file folders, name badges, and printer ink. Focus group supplies has been budgeted at $540 for the project year.

Travel

Travel expense is expected to total approximately $7,891 for this project. Travel costs are budgeted based on the number of miles of staff travel for each segment of the project. Mileage expense has been budgeted at $.445 per mile per the State of Arizona Travel policy. Mileage expense is budgeted for monthly meetings with Hopi representatives, to attend awareness events in the Hopi community, and for quarterly visits with individuals in group institutions. Travel from separate locations is required from the Law Center's two offices in Gallup and Farmington, New Mexico; whenever possible the staff will car pool.

1. Meetings with individuals at the Hopi offices to coordinate efforts and attend the Hopi awareness event. It is expected that three trips each month will be necessary to meet in Moenkopi on Hopi tribal lands or 36 times during the project.
    a. A total of $6,873 is budgeted for the trips to Hopi by the Community Liaison and Attorneys, mileage of 15,445; 429 miles round trip from Farmington to Moenkopi, 3 trips per month over the 12 month project.
2. Travel to conduct outreach and provide information.
    a. A total of $1,018 is budgeted for mileage expense for the Law Center Advocate to travel from Gallup to institutions on reservations. This mileage expense involves a total of 2,288 miles to congregate care facilities.

Rent

Rental space has been budgeted at $3,973 for this project. The amount of rent expense is based on actual occupancy expense, a portion of which has been allocated to this project using the percent of direct staff time dedicated to the project (7.9% as described under 'Indirect').

Other

The other expense line item in the budget includes $1,200 for a driver/personal attendant for the Community & Government Liaison. This expense is necessary because this staff member has a visual impairment. The driver/personal attendant will drive the Community Liaison to meetings that other Law Center staff are not attending. The personal attendant is reimbursed at $10 per hour, each trip is expected to require a 10 hour day for a daily cost $100, including the drive time to and from Farmington, New Mexico. The budget includes a total of 120 hours for the attendant.

Indirect

The Law Center is budgeting indirect expenses at 7.9% or $4,094. The indirect expenses are administrative expenses that will be required to complete the project. The allocation of indirect expenses is calculated using direct staff time hours as the numerator and the total hours for same direct staff as denominator. We have budgeted 5 full time and 2 part time individuals. Total direct Law Center employee hours on this project total 989 hours for Full Time Equivalents (FTE) of 7 or 12,480 hours which provides a 7.9% rate. Please see the list below of indirect expense:

	Project Budget 7.9%
Internet	$ 737
Telephone	176
Copier & Postage Equipment Rental	775
Financial Audit	880
Library/Research Material	174
Insurance, General Business/Malpractice	368
National Disability Rights Network Dues	984
	$ 4,094

Match

The Law Center serves Native Americans with developmental disabilities in some of Arizona's poorest counties. All of our clients live in a Rural Poverty Area as defined by the

U.S. Census. As such, we are required to provide a 10% match of the total cost of this program, or $5,646. This amount is included in the budget line items detailed above, and is taken from our cash reserves. The cash reserves are made up of attorney's fees that the Law Center has won while litigating in court to protect the rights of Native Americans with disabilities.