

**CIL CARES ACT PERFORMANCE REPORT**  
**for**  
**CENTERS FOR INDEPENDENT LIVING PROGRAM**  
**(Title VII, Chapter 1, Subchapter C of the Rehabilitation Act of 1973, as amended)**

**OMB Control 0985-0061**  
**Expires January 31, 2022**

**General Instructions**

1. CILS are required to submit two CIL CARES Act (CCA) annual program performance reports (CCA PPR). The first CCA PPR will cover the period from January 20, 2020 through September 29, 2020. The second CCA PPR will cover the period September 30, 2020 through September 29, 2021.
2. CCA PPRs will be due December 31, 2020 and December 31, 2021.
3. All data reported on the CCA PPR should contain only activities funded by the CIL CARES Act. The annual CIL PPR will capture all non-CARES Act activities. ACL recognizes that braided funding may result in some duplication of data with the annual CIL PPR. Documentation to support CCA activities must be available upon request.
4. ACL understands it may be difficult to complete some data fields in the CCA PPR. It is ACL's expectation the CILs practice due diligence to acquire data requested and to otherwise document when data is unavailable.
5. You may not have data for all of the data fields in the CCA CIL PPR. A "non-applicable" (N/A) response is appropriate in any field that does not apply to your CIL.
6. The CCA PPR mirrors some but not all sections and data fields of the CIL PPR. Only sections relevant to the CIL CARES Act funds have been identified and included in the CCA PPR. As a result, numbering appears out of sequence on the CCA PPR. This is intentional.
7. Unless otherwise indicated, instructions and guidance provided for the CIL PPR applies to the CCA PPR.
8. CCA PPRs will be uploaded by the grantee into GrantsSolution as a Grant Note in each respective CCA award file. The CCA PPR grant notes are to be entered as follows -
  - 1) **Subject Line:** CIL CARES Act PPR FY 2020 or CIL CARES Act PPR FY 2021, depending on the year on which you are reporting.
  - 2) **Notes Type:** Correspondence
  - 3) **Category Type:** Annual Performance Report.
  - 4) **Notes:** CIL CARES Act PPR FY 2020 or CIL CARES Act PPR FY 2021, depending on the year on which you are reporting.
  - 5) **Description:** CIL CARES Act PPR FY 2020 or CIL CARES Act PPR FY 2021, depending on the year on which you are reporting.

## CIL CARES Act PPR Instructions

Please complete the following:

- 1) Fiscal Year: Enter the federal reporting year covered by the report.
- 2) Grant #: Enter the pr/award (grant) number for listed in block 9a on the Notice of Award (NOA) for CARES Act funding.
- 3) Name of Center: Enter the official name of the grantee as it appears on the NOA.
- 4) Acronym for Center: Enter the acronym for the center, if applicable.
- 5) State: Enter the state in which the center provides services

### ADMINISTRATIVE DATA

#### Section A – Funding

- (A) Total CIL CARES Act funds made available to the CIL. This should match the figure on your CIL CARES Act NOA.
- (B) CIL CARES Act Funds drawn during the previous period (not applicable to FFY 2020 report): List the amount of CIL CARES Act funds drawn by 9/29/2020.
- (C) CIL CARES Act funds drawn from 9/30/2020 - 9/29/2021 for FFY 2021. Please note that funds are required to be expended within 3 days of being drawn (45 CFR § 75.305)
- (D) CIL CARES Act funds remaining for expenditure (A-(B+C)).

#### Section B -- Number of CIL CARES Act only CSRs Active on September 30 of the Reporting Year

This section refers to CSRs which contain activities that are funded by the CIL CARES Act, i.e. are related to addressing COVID-19 needs.

- (1) CSRs which began in the previous reporting period but are still active in the second year. ONLY APPLICABLE IN YEAR 2.
- (2) CSRs started in the second year (9/30/2020 – 9/29/2021).
- (3) Total

#### Section C – Age

(1) - (6) - Enter the number of consumers served during the reporting period in each age category as self-reported by each consumer.

## Section D – Sex

(1) - (2) – Enter the number of male and female consumers served during the reporting year as self-reported by each consumer.

## Section E – Race and Ethnicity

(1) - (8) - Enter the number of consumers served during the reporting year in each category, as self-reported by each consumer. **Each consumer may be counted under ONLY ONE of the following categories.**

## Section F – Disability

(1) - (7) – Enter the total number of consumers served in each category during the current reporting year as self-reported by each consumer.

## SUBPART III – INDIVIDUAL SERVICES AND ACHIEVEMENTS

Subpart III intends to capture specific CARES Act activities, including the areas of emphasis found in the CIL CARES Act FAQ.

### Section A – Individual Services -

**Due to the CIL CARES Act focus not all of the services available in the CIL PPR are available in the CCA PPR.** List the number of consumers requesting and the number of consumers receiving each of the following services during the reporting period. Please note that “consumers” includes everyone who received a CARES Act funded service, which could include a caregiver and thus not necessarily a person with a disability e.g. individuals without disabilities who received food or PPE distributions as a result of a caregiver relationship.

- A) Advocacy/Legal Services – Assistance and/or representation in obtaining access to benefits, services, and programs to which a consumer may be entitled.
- B) Assistive Technology – Any assistive technology device, that is, any item, piece of equipment or product system that is used to increase, maintain or improve functional capabilities of individuals with disabilities and any assistive technology service that assists an individual with a disability in the selection, acquisition or use of an assistive technology device.
- C) Counseling and Related Services – These include information sharing, psychological services of a non-psychiatric, non-therapeutic nature, parent-to-parent services, and related services.
- D) Housing, Home Modifications, and Shelter Services – These services are related to securing housing or shelter, adaptive housing services (including appropriate accommodations to and modifications of any space used to serve, or occupied by individuals with significant disabilities).
- E) IL Skills Training and Life Skill Training Services – These may include instruction to develop independent living skills in areas such as personal care, coping, financial management, social skills, and household management. This may also include education and training necessary for living in the community and participating in community activities.

- F) Information and Referral Services – Identify all individuals who requested this type of assistance.
- G) Peer Counseling Services – Counseling, teaching, information sharing, and similar kinds of contact provided to consumers by other people with disabilities.
- H) Personal Assistance Services – These include, but are not limited to, assistance with personal bodily functions; communicative, household, mobility, work, emotional, cognitive, personal, and financial affairs; community participation; parenting; leisure; and other related needs. This would include goods provided to caregivers to enable personal assistant services to be provided.
- I) Physical Restoration Services – Restoration services including medical services, health maintenance, eyeglasses, and visual services.
- J) Preventive Services – Services intended to prevent additional disabilities, or to prevent an increase in the severity of an existing disability.
- K) Rehabilitation Technology Services – Provision of, or assistance to obtain through other sources, adaptive modifications, such as wheelchairs and lifts, which address the barriers confronted by individuals with significant disabilities with respect to education, rehabilitation, employment, transportation, IL and/or recreation.
- L) Transportation Services – Provision of, or arrangements for, transportation.
- M) Other Services – Any CIL CARES Act services not listed above. Services to address food insecurity and the provision of PPE.

**Section B – Additional Information Concerning Individual Services or Achievements** - Please provide any additional description or explanation concerning individual services or achievements reported in subpart III, including outstanding success stories.

**SUBPART IV**

**Section A**

**Item 4 - Equal Access**

**(B) Equal Access for Individuals with Disabilities**

Briefly describe how, during the reporting year, the CIL has advocated for and conducted activities that promote the equal access to all services, programs, activities, resources, and facilities in society, whether public or private, and regardless of funding source, for individuals with significant disabilities.

- Equal access , means that the same access provided to individuals without disabilities is provided in the center’s service area to individuals with significant disabilities.

**Section D**

**Item 1 – Community Activities Table**

In the table provided give a summary of the community activities involving the CIL board members or staff during the reporting year. Add more rows as needed.

## **Item 2 – Description of Community Activities**

For the community activities mentioned above, provide additional details such as the role of the CIL staff board members and/or consumers, names of any partner organizations, and further descriptions of the specific activities, services and benefits.

## **SUBPART VII – ADDITIONAL INFORMATION**

**Section A – Other Accomplishments, Activities and Challenges** - Describe any additional significant accomplishments, activities and/or challenges not included elsewhere in the report, e.g. brief summaries of innovative practices, improved service delivery to consumers, etc.

**Section B – Additional Information** - Provide additional information, comments, explanations or suggestions not included elsewhere in the report.