**State Grants for Assistive Technology Program**

# West Virginia

# State Plan for Assistive Technology

# Federal Fiscal Years 2018-2020

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*Expiration Date: March 31, 2021*

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## Identification and Description of Lead Agency and Implementing Entity; Change in Lead Agency or Implementing Entity

Section 4(d)(2) of the AT Act requires that the State Plan contain information identifying and describing the Lead Agency and Implementing Entity (if applicable) designated by the state’s governor. A state either has a Lead Agency alone or has both a Lead Agency and an Implementing Entity. The Implementing Entity is a subcontractor separate from the Lead Agency who is responsible for implementing the State AT Program activities. The Lead Agency does not also name itself or a unit within the agency as the Implementing Entity.

If there is an Implementing Entity, section 4(d)(4)(B) requires that the State Plan include a description of the mechanisms established to ensure coordination of activities and collaboration between the Implementing Entity and the Lead Agency. If the governor chooses to re-designate the Lead Agency or Implementing Entity, section 4(c)(1)(C) requires that good cause for this change be shown in the State Plan, including why that previously designated agency or entity no longer should serve. If the Lead Agency or Implementing Entity is changing, the information provided in this State Plan should pertain to how the new agency or entity will conduct the Statewide AT Program. The following items are intended to satisfy the requirements just described.

### Identification & Description of Lead Agency and Implementing Entity

|  |
| --- |
| **Statewide AT Program (Information to be listed in national State AT Program Directory)** |
| 1. State Program Title: West Virginia Assistive Technology System |
| 2. State AT Program URL: wvats.cedwvu.org |
| 3. Mailing address: 959 Hartman Run Road | 5. State: West Virginia |
| 4. City: Morgantown | 6. Zip code: 26505 |
| 7. Main email address: wvats@hsc.wvu.edu |
| 8. Main phone number: 800-841-8436 |
| 9. Separate TTY number: 800-518-1448 |
| **Lead Agency** |
| 10. Agency name: West Virginia University Center for Excellence in Disabilities |
| 11. Mailing address: 959 Hartman Run Rd | 13. State: West Virginia |
| 12. City: Morgantown | 14. Zip code: 26505 |
| 15. Lead Agency URL: cedwvu.org  |
| **Implementing Entity** |
| 16.Does your Lead Agency contract with an Implementing Entity to carry out the Statewide AT Program on its behalf? Yes [ ]  No X *If yes, complete Items 17–22.*  |
| 17. Name of Implementing Entity |
| 18. Mailing address | 20. State |
| 19. City | 21. Zip code |
| 22. Implementing Entity URL |
| **Program director and other contacts** |
| 23. Program Director for State AT Program (last, first) Cottrell, Lesley |
| 24. Title WVUCED Director |
| 25. Phone (304) 293-2914 |
| 26. E-mail lcottrell@hsc.wvu.edu |
| 27. Primary Contact at the Lead Agency (last, first) Wright, Jessica |
| 28. Title Principal Investigator |
| 29. Phone (304) 293-2692 |
| 30. E-mail jdwright@hsc.wvu.edu |
| 31. Primary Contact at Implementing Entity (last, first) – If applicable Stores, Katie |
| 32. Title Assistant Secretary, WVU Research Office |
| 33. Phone (304) (293-3998 |
| 34. E-mail WVUSponsoredPrograms@mail.wvu.edu |
| **Person Responsible for completing this form if other than State AT Program Director** |
| 34. Name (last, first) Wright, Jessica |
| 35. Title Principal Investigator |
| 36. Phone (304) 293 – 4692 |
| 37. E-mail jdwright@hsc.wvu.edu |
| **Certifying Representative** |
| 38. Name (last, first) Stores, Katie |
| 39. Title AVP for Research Administration |
| 40. Phone (304) 293-3998 |
| 41. E-mail WVUSponsoredPrograms@mail.wvu.edu |

### Change in Lead Agency or Implementing Entity

* + 1. **Describe the mechanisms established to ensure coordination of activities and collaboration between the Implementing Entity and the state if you have a designated Implementing Entity identified above.**

N/A

* + 1. **Is the Lead Agency named in this State Plan a new or different Lead Agency from the one designated by the Governor in your previous State Plan?**

No

**If you answered no to this question, and you do not use an Implementing Entity, you may skip ahead to the next section. Otherwise, you must answer the following questions.**

* + 1. **Explain why the Lead Agency previously designated by the Governor should not serve as the Lead Agency. Answer only if Question 2 above is yes.**

N/A

* + 1. **Explain why the Lead Agency newly designated by the Governor should serve as the Lead Agency. Answer only if Question 2 above is yes.**

N/A

* + 1. **Is the Implementing Entity named in this State Plan a new or different Implementing Entity from the one designated by the Governor in the previous State Plan?**

**If you answered no to this question, you may skip ahead to the next section. Otherwise, you must respond to Items 6 and 7 below.**

* + 1. **Explain why the Implementing Entity previously designated by the Governor should not serve as the Implementing Entity. Answer only if Question 5 above is yes.**

Instructions: Follow the same instructions for Item 3 above.

* + 1. **Explain why the Implementing Entity newly designated by the Governor should serve as the Implementing Entity. Answer only if Question 5 above is yes.**

Instructions: Follow the same instructions for Item 4 above.

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## Advisory Council, Budget Allocations and Actual Expenditures, and Identification of Activities Conducted

Section 4(c)(2) of the AT Act requires the Statewide AT Program to establish a consumer-majority advisory council that provides consumer-responsive, consumer-driven advice to the state for planning of, implementation of, and evaluation of the activities carried out through the grant, including setting measurable goals*.* Exceptions to these requirements are allowed under section 4(c)(2)(E) if the requirements will affect existing state statutes, rules, or official policies relating to advisory bodies or require changes to existing governing bodies of incorporated agencies. The following items provide assurances related to and identify compliance with the requirements of section 4(c)(2).

### Advisory Council

* + 1. **In accordance with section 4(c)(2) of the AT Act of 1998, as amended our state has a consumer-majority advisory council that provides consumer-responsive, consumer-driven advice to the state for planning of, implementation of, and evaluation of the activities carried out through the grant, including setting measurable goals. This advisory council is geographically representative of the State and reflects the diversity of the State with respect to race, ethnicity, and types of disabilities across the age span, and users of types of services that an individual with a disability may receive. Answer yes or no.**

YES

* + 1. **The advisory council includes a representative of the designated State agency, as defined in section 7 of the Rehabilitation Act of 1973 (29 U.S.C. 705). Answer yes/no/NA.**

YES

* + 1. **The advisory council includes a representative of the State agency for individuals who are blind (within the meaning of section 101 of that Act (29 U.S.C. 721)). Answer yes/no/NA.**

YES

* + 1. **The advisory council includes a representative of a State center for independent living described in part C of title VII of the Rehabilitation Act of 1973 (29 U.S.C. 796f et seq.). Answer yes/no/NA.**

YES

* + 1. **The advisory council includes a representative of the State workforce development board established under section 101 of the Workforce Innovation and Opportunity Act). Answer yes/no/NA.**

YES

* + 1. **The advisory council includes a representative of the State educational agency, as defined in section 9101 of the Elementary and Secondary Education Act of 1965 as reauthorized. Answer yes/no/NA.**

YES

Instructions: For items 2-6 above, verify that the advisory council has each of the members listed by answering “yes” or “no” or “not applicable”. In order to answer “yes,” you must have an official representative of the applicable agency on record as named and appointed to the council at the time of submitting this plan. In order to answer “not applicable,” you must either not have a separate agency for individuals who are blind or not be required to have a member because existing statutes, rules or policies related to advisory bodies or governing bodies of Statewide AT Programs would be affected.

* + 1. **The advisory council includes other representatives (list below).**

Fairmont Disability Action Center

WV Developmental Disabilities Council

Director of Consumer Services Division, Office of the Insurance Commissioner

* + 1. **The advisory council includes a majority of individuals with disabilities that use assistive technology or their family members or guardians:**

A. Enter the number of individuals with disabilities that use AT or their family members or guardians on the advisory council - 12

B. Enter the total number of individuals on the advisory council - 18

C. Calculate the percentage (divide A/B) – 66%

*If the ratio is less than 51% you must provide explanation of why advisory council does not include a consumer majority in Item 9 below.*

Instructions: Section 4(c)(2)(B)(ii) of the AT Act requires that a majority, not less than 51 percent, of the members of the advisory council be individuals with disabilities that use assistive technology or their family members or guardians. Enter the number of these individuals that are current members of your council. In order to include an individual, he or she must be on record as named and appointed to the council at the time of submitting this plan. This total cannot include agency representatives from the previous lists.

* + 1. **If the Statewide AT Program does not have the composition and representation required under section 4(c)(2)(B), explain here.**

### Actual Expenditures and Budgeted Allocations

* + 1. **Actual Expenditures Carryover Year Close-out (annual update required-table reset)**

In the following table provide the actual expenditure data for the closed-out carryover fiscal year AT grant award (liquidated the previous December 31). Please note, this data is for a specific year AT Act grant award amount, NOT any specific 12- month period of time as funds from a grant award can be obligated over a 24-month period. (For a State Plan submitted in the spring of 2018, the most recent closed-out carryover year grant award will be the FY16 grant award that began 10/1/2015 with the first year ending on 9/30/2016 and the second carryover year ending on 9/30/2017 with 3-month liquidation period ending 12/31/2017).

| **Actual Expenditures for Closed-out Carryover Year Award** | **Final Expenditures** | **Percentage** |
| --- | --- | --- |
| **A. All State Level Activities** | **$311,418.84** | **70.21%** |
| **B. All State Leadership Activities** | **$117,257.97** | **29.79%** |
| **C. Transition Training & Technical Assistance** | **$14,906.19** | **12.71%** |
| **D. Total Expenditures** | **$443,583.00** | **100%** |
| **E. Total Award** | **$443,583.00** | **100%** |
| **F. Lapsed Amount** | **$ 0** | **0%**  |

Note: The final expenditure amount on line D must equal the amount drawn down in the ACL Payment Management System.

Instructions: Section 4(e)(3)(A) of the AT Act requires States to use not more than 40% of an annual award to carry out state leadership activities if the state does not use flexibility. If a state does claim flexibility in their approved State Plan, Section 4(e)(6)(B)(ii) of the AT Act requires the State to use not more than 30% of an annual award to carry out state leadership activities. (See next paragraph for definition of flexibility). In both cases, Section 4(e)(3)(A) of the AT Act requires all States to use at least 5% of the state leadership funds for transition training or technical assistance activities.

Section 4(e)(6) of the AT Act allows a state to carry out any two or more of the required state-level activities, meaning a state can choose not to conduct up to two activities. If the state has claimed flexibility for a state level activity in a given fiscal year, the state does not report data for that activity during that fiscal year and the grant award for that fiscal year would be subject to a maximum 30% of total expenditures for state leadership activities.

States must have a mechanism in place to accurately track all AT Act expenditures by grant award FY and by the state level and state leadership categories. Most direct expenditures like salaries and benefits, contractual expenses, etc. will be clearly attributable to a state level or state leadership activity. For example, expenditures for purchasing equipment for a device loan program will be state level expenses while staff salaries and travel expenses to deliver training will be state leadership. A helpful way of determining state level or state leadership will be to identify where the data reported in the annual progress report for an expenditure activity will be reported. Since most all activities should have associated data reported, if the data is state level (state financing, reuse, device loan or device demonstration) then the activity and associated expenditure is state level. Most staff salaries and benefits can be assigned in total or in portions to state level or state leadership depending on staff job responsibilities and any time and effort logs they are required to keep for federal reporting purposes.

For very generic administrative and operational expenditures, like paper or similar general office supplies, an arbitrary ratio allocation can be used such as a 50/50 split. These very generic expenditures should not be a large portion of the total fiscal year AT Act expenses especially if an indirect rate is used to cover overhead costs. The same arbitrary ratio allocation can be applied to any indirect costs claimed.

* + 1. **Actual YTD Expenditures and Budgeted Allocations for Immediately Preceding Year Award (annual update required-table reset)**

In the following table provide year-to-date (YTD) obligated and liquidated expenditure data for the immediately preceding fiscal year AT grant award along with planned budget allocations for the unobligated remainder of that award. Please note, this data is for a specific year AT Act grant award amount, NOT any specific 12-month period of time as funds from a grant award can be obligated over a 24-month period. (For a State Plan submitted in the spring of 2018, the immediately preceding fiscal year award will be the FY17 grant award that began 10/1/2016 with the first year ending 9/30/2017 and the second carryover year ending 9/30/18).

| **Actual & Planned Immediately Preceding Year Award Expenditures** | **YTD Obligated not Liquidated Expenditures** | **YTD Liquidated Expenditures** | **Planned not yet Obligated Expenditures** | **Total**  |
| --- | --- | --- | --- | --- |
| **All State Level Activities** | **$309,945.56** | **$309,945.56** | **$0** | **$309,945.56** |
| **All State Leadership Activities** | **$70,828.45** | **$70,828.45** | **$0** | **$70,828.45** |
| **Transition Training & Technical Assistance** | **$5,098.40** | **$5,098.40** | **$0** | **$5,098.40** |
| **Total**  | **$441,966.06** | **$441,966.06** | **$0** | Must equal total a**441,966.06**ward |

### Activities Conducted

* + 1. **State Level Activities Conducted and Program Structure**

Using the table below, identify all types of state level activities that will be conducted by the Statewide AT Program, who is conducting the activity, from where it is conducted and if a fee is charged. Please remember that annual progress report data is required for any activity identified as conducted in this State Plan.

Instructions: Enter “yes” or “no” to indicate each of the activities conducted in the table below.

| **AT Act State Level Activities** | **Activity Conducted?** | **Who conducts?State** | **Who conducts?Other** | **Who conducts?Both** | **Where conducted?Central** | **Where conducted?Regional** | **Where conducted?Both** | **Fee Charged** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **State Financing-Financial Loan** | NO |  |  |  |  |  |  |  |
| **State Financing-Other that Directly Provides AT**  | No |  |  |  |  |  |  |  |
| **State Financing-Other that Creates Savings for AT** | No |  |  |  |  |  |  |  |
| **Reuse-Device Exchange**  | Yes | **Yes** |  |  | **Yes** |  |  | **No** |
| **Reuse-Device Open Ended Loan or Reassign**  | Yes |  |  | **Yes** |  |  | **Yes** | **No** |
| **Device short-term loan**  | Yes |  |  | **Yes** |  |  | **Yes** | **No** |
| **Device demonstra-tion**  | Yes |  |  | **Yes** |  |  | **Yes** | **No** |

* + 1. **Comparability and Flexibility**

For any of the four State Level Activities that are not conducted, the Statewide AT Program must claim comparability or flexibility in the table below. The table below repeats the yes/no from the previous table identifying the activities the state is conducting and requires identification of flexibility or comparability for those activities the Statewide AT Program is not conducting.

| **Comparability & Flexibility** | **Yes/No**  | **State Level Activities** | **Not Performed Claiming --** |
| --- | --- | --- | --- |
| **Financial Loan** | No | State Financing | Flexability |
| **Other State Financing that Directly Provides AT**  | No | State Financing | Flexability |
| **Other State Financing that Creates Savings for AT** | No | State Financing | Flexability |
| **Device Exchange**  | Yes | Reuse |  |
| **Device Reassignment or Open-Ended Loan**  | Yes | Reuse |  |
| **Device short-term loan**  | Yes | Short-term Loan |  |
| **Device demonstration**  | Yes | Demonstration |  |

*Flexibility* - Section 4(e)(6) of the AT Act allows a state to carry out any two or more of the required state-level activities, meaning a state can choose not to conduct up to two activities. If the state claims flexibility in a given fiscal year, do not report data for that activity during that fiscal year and the grant award for that fiscal year will be subject to a maximum 30% of total expenditures for state leadership activities.

*Comparability* - Section 4 (e)(1)(B) of the AT Act provides that a state shall not be required to carry out a required state-level activity if the amount of financial support provided from the state or other nonfederal resources or entities for that activity is comparable or greater than the amount that the state would have expended for the activity. When a Statewide AT Program claims comparability; the state will not report data for any state-level activities for which the state claimed comparability.

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## State Financing Activities

WVATS claims flexibility for state financing activities.

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## Device Reutilization Activities

The AT Act describes the State-level activity of device reutilization as follows:

“DEVICE REUTILIZATION PROGRAMS. —The State shall directly, or in collaboration with public or private entities, carry out assistive technology device reutilization programs that provide for the exchange, repair, recycling, or other reutilization of assistive technology devices, which may include redistribution through device sales, loans, rentals, or donations.”

For the purposes of this State Plan, device reutilization activities are categorized as either device exchange activities, device refurbish and reassign activities or open-ended loan activities. Device exchange activities are those in which the Statewide AT Program facilitates the transfer of a device from a consumer who does not need the device to a consumer who could use the device without the organization taking possession of the device at any time. Devices are listed in a “want ad” or other type of posting and consumers can contact and arrange to obtain the device (either by purchasing it or obtaining it for free) from the current owner. Exchange activities do not involve warehousing inventory and do not include repair, sanitization or refurbishing of used devices. In some cases, a Statewide AT Program serves as an intermediary directly involved in making this exchange; in others the consumer and current owner make this exchange without the involvement of the Statewide AT Program.

Section 4(d)(5) of the AT Act requires the State Plan include a description of how the Statewide AT Program will implement State-level and State Leadership activities. Further, section 4(d)(4) requires that the State Plan describe how various public and private entities will be involved in the implementation of those activities, including a description of the nature and extent of resources that will be committed by public and private collaborators. Section 4(d)(7) requires that the State Plan include a description of the State-level and State Leadership Activities the state will support with state funds. Section 4(e)(3)(B)(iii) requires that states coordinate and collaborate their State-level and State Leadership activities among public and private entities.

### Device Exchange

* + 1. **If device exchange activities are conducted through a formal written agreement, by providing financial support to other entities and/or by receiving financial support from other entities please identify that coordination and collaboration in the table below.**

| **Collaborating organizations conducting this activity**  | **Have written agreement with this entity** | **Provide financial support to this entity** | **Receive financial support from this entity** |
| --- | --- | --- | --- |
| **Banks/financial institution** | **No** | **No** | **No** |
| **Independent Living Center** | **No** | **No** | **No** |
| **Easter Seals** | **No** | **No** | **No** |
| **Disability/AT Organizations** | **No** | **No** | **No** |
| **Federal Entities/Agencies** | **No** | **No** | **No** |
| **State Entities/Agencies** | **No** | **No** | **No** |
| **Local/Community Entities** | **No** | **No** | **No** |
| **Private Entities**  | **No** | **No** | **No** |
| **Other** *(describe)* | **No** | **No** | **No** |

* + 1. **Select the option that best describes what happens when a device is exchanged. Identify only one.**
* **The transaction is direct consumer-to-consumer**
* **X The Statewide AT Program is involved in the transaction**

*The transaction is direct consumer-to-consumer -* The exchange is set up so that the person who wants the device directly contacts the person who has the device and the two of them work out the details of the exchange without the involvement of the Statewide AT Program. Occasionally, an individual may not want to post contact information on the exchange and requests that the Statewide AT Program be the contact. In these cases, the Statewide AT Program’s only responsibility is providing the contact information to those who ask.

*The Statewide AT Program is involved in the transaction* - A consumer who wants a device **must** go through the Statewide AT Program to connect with the person who has the device. The role of the Statewide AT Program may vary once this connection has been made, but the Statewide AT Program undertakes some level of control over the exchanges made through its program.

* + 1. **Describe the activity.**

The device exchange program primarily utilizes the AT4ALL web-based platform. West Virginians can post and equipment for sale or if they have a want/need for equipment. WVATS facilitates the exchange of equipment between the individuals. We discontinued this activity in 2019 to move the program to a device refurbish/reassignment/open-ended loan program. The exchange program added an extra step for consumers and many of them had moved to Facebook or other platforms to exchange items. We have also seen a decrease in the use of the system. In the event we are contacted to provide assistance in the facilitation of equipment, we will track this data, but it will not be a service we advertise.

* + 1. **The online page for this specific activity can be found at: N/A**

### Device Refurbish and Reassignment and/or Open-ended Loan

* + 1. **If device refurbish and reassignment and/or open-ended loan activities are conducted through a formal written agreement, by providing financial support to other entities and/or by receiving financial support from other entities please identify that coordination and collaboration in the table below.**

| **Collaborating organizations conducting this activity**  | **Have written agreement with this entity** | **Provide financial support to this entity** | **Receive financial support from this entity** |
| --- | --- | --- | --- |
| **Banks/financial institution** | **No** | **No** | **No** |
| **Independent Living Center** | **Yes** | **Yes** | **No** |
| **Easter Seals** | **No** | **No** | **No** |
| **Disability/AT Organizations** | **Yes** | **Yes** | **Yes** |
| **Federal Entities/Agencies** | **No** | **No** | **No** |
| **State Entities/Agencies** | **No** | **No** | **No** |
| **Local/Community Entities** | **Yes** | **Yes** | **No** |
| **Private Entities**  | **No** | **No** | **No** |
| **Other** *(describe)* | **No** | **No** | **No** |

* + 1. **Select the option(s) that describe how a reutilized device is provided to a recipient. Identify as many as apply.**
* **X Device ownership is transferred to the recipient**
* **X Device is loaned for as long as the recipient needs it with no ownership transfer.**

*Device ownership is transferred to the recipient –* After the device is reassigned it is not tracked or in any way controlled by the State AT Program or its supportive agencies.

*Device is on open-ended loan -* A recipient has possession of the device as long as they need it but the State AT Program or its partner agencies retain ownership of the device.

* + 1. **Describe the activity.**

WVATS subcontracts with the Northern West Virginia Center for Independent Living (NWVCIL), Disability Action Center (DAC), and the Jefferson County Council on Ageing (JCCOA) to provide refurbished equipment to individuals in need. The organizations are paid based on each completed and documented transaction. The subcontractors must complete data collection forms provided by WVATS to ensure all necessary data is obtained. The subcontractors deal primarily in basic daily living equipment donated to them from consumers and other agencies. These pieces of equipment do not require professional fitting. The equipment is provided to consumers in need as open-ended loans. No fees are charged. Subcontractors are provided with recommended guidance for the sanitization of all equipment.

WVATS also provides refurbished equipment through our in-house program as of the 2019-2020 fiscal year. WVATS obtained a storage facility and the materials to provide minor repairs and increased sanitization materials to properly sanitize larger and sometimes more complex pieces of equipment. WVATS accepts donations of equipment from consumers and other agencies/organizations. The equipment is sanitized upon receipt and refurbished/repaired as needed. The available equipment is posted in the AT4All system under the name of our reuse program, Pay It Forward.

The ownership of the equipment varies. Equipment purchased by WVATS may be offered for long-term or opened loan, with WVATS remaining the owner of the equipment. The equipment is returned when the time frame ends for the long-term loan or the individual no longer needs the equipment in the case of open-ended loans. WVATS does not charge a fee for the equipment. If the equipment is donated to WVATS, the equipment is generally reassigned to the consumer. WVATS works with the consumer, and outside professionals as needed, to ensure equipment is a match to the consumer and properly fitted.

* + 1. **The online page (or pages) for this specific activity can be found at:**

[www.vll.cedwvu.org](http://www.vll.cedwvu.org)

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## Device Short-term Loan Activity

The AT Act indicates that Statewide AT Programs are to “directly or in collaboration with public or private entities, carry out device loan programs that provide short-term loans of assistive technology devices to individuals, employers, public agencies, or others seeking to meet the needs of targeted individuals and entities, including others seeking to comply with IDEA, ADA and Section 504.” The purpose of a device loan may be -- (1) to assist in decision making, (2) to serve as a loaner while the consumer is waiting for device repair or funding, (3) to provide an accommodation on a short-term basis for a time limited event or situation or (4) to conduct training, self-education or other professional development activity.

Section 4(d)(5) of the AT Act requires that the State Plan include a description of how the Statewide AT Program will implement its State-level and State Leadership activities. Further, section 4(d)(4) requires that the State Plan describe how various public and private entities will be involved in the implementation of those activities, including a description of the nature and extent of resources that will be committed by public and private collaborators. Section 4(d)(7) also requires that the State Plan include a description of the State-level and State Leadership Activities the state will support with state funds. Section 4(e)(3)(B)(iii) requires that states coordinate and collaborate their State-level and State Leadership activities among public and private entities. The following items are items intended to meet these requirements for device loan activities.

### Short-term Device Loan

* + 1. **If short-term device loan activities are conducted through a formal written agreement, by providing financial support to other entities and/or by receiving financial support from other entities please identify that coordination and collaboration in the table below.**

| **Collaborating organizations conducting this activity**  | **Have written agreement with this entity** | **Provide financial support to this entity** | **Receive financial support from this entity** |
| --- | --- | --- | --- |
| **Banks/financial institution** | **No** | **No** | **No** |
| **Independent Living Center** | **Yes** | **Yes** | **No** |
| **Easter Seals** | **No** | **No** | **No** |
| **Disability/AT Organizations** | **Yes** | **Yes** | **Yes** |
| **Federal Entities/Agencies** | **No** | **No** | **No** |
| **State Entities/Agencies** | **No** | **No** | **Yes** |
| **Local/Community Entities** | **Yes** | **Yes** | **No** |
| **Private Entities**  | **No** | **No** | **No** |
| **Other (***describe)* | **No** | **No** | **No** |

* + 1. **Select the option that describes how the majority of devices loaned are delivered to and returned from a borrower. Identify only one.**
* **X The majority of devices are shipped via mail or other delivery service.**
* **The majority of devices are delivered or picked up in-person.**
	+ 1. **Describe the activity.**

The short-term loan program is administered by WVATS and three subcontractors: NWVCIL, DAC, JCCOA. Devices are available for a 30-day loan period with the option to for one extension if no one is waitinf for the device. Consumers must complete a loan agreement form, acknowledging their responsibilities in order to borrow a device. Subcontractors are provided funding for each device loaned and documentation received. WVATS accepts requests from subcontractors for additional inventory to meet their needs. If the request is approved, WVATS provides the equipment, but maintains ownership. Should the agreement between the agency and WVATS be dissolved, the equipment must be returned to WVATS. This equipment is tracked by WVATS. Any equipment purchased by the agency belongs to the agency.

The subcontractors primarily loan equipment to individuals in their region of the state. Consumers are encouraged to pick the equipment up at their facilities. If the subcontractor receives a request they cannot fulfill, the request is transferred to WVATS. One subcontractor, the DAC, utilizes the AT4All system consistently to track their inventory and process loans. Consumers can make requests to the agency through the system. The other agencies track their equipment internally and consumers must contact them for information on inventory and availability. The AT4All system is available for their use, but they have not chosen to adopt the system.

WVATS also runs a short-term loan program in-house. Items can be requested through the AT4All system. Items include daily living devices, vision equipment, hearing devices, devices for learning and memory management, mobility aids, communication devices, and recreational items. The majority of equipment is shipped to the consumer via USPS. Oversized, fragile and/or expensive equipment must be picked up onsite; this is noted on the items listing in the system. High-end communication devices are only loaned to speech and language therapists. In the case of mobility equipment such as standers, gait trainers and wheelchairs a physical therapist, occupational therapist, or durable medical equipment provider must agree the equipment is a match for the consumer and be willing to provide proper fitting. Equipment is tracked and consumers are contacted if equipment is late or if they have not completed performance measures. Equipment checked to ensure it is in working order when returned and again before going back out on loan. The equipment is also sanitized when returned and again before going out.

Inventory is updated as funds permit. Items with a waiting list are placed on a priority list for purchasing. Additionally, staff track requests for items not currently in the inventory. Those items are also added to the priority list for purchasing. WVATS continuously seeks out additional funding to support adding items to the loan program’s inventory. This includes applying for grants from organizations such as the Christopher and Dana Reeve Foundation and the Craig H. Neilson Foundation. WVATS also works closely with the West Virginia Department of Education (WVDE). The agency has supplied communication devices to the inventory to increase availability to speech and language pathologists performing assessments. WVDE has also provided funding for items such as switch kits to supplement trainings they request.

No fees are charged to borrow a device.

* + 1. **The online page for this specific activity can be found at:**

[www.vll.cedwvu.org](http://www.vll.cedwvu.org)

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## Device Demonstration Activity

The AT Act describes device demonstrations as activities to “directly, or in collaboration with public and private entities, such as one-stop partners, as defined in section 101 of the Workforce Investment Act of 1998 (29 U.S.C. 2801), demonstrate a variety of assistive technology devices and assistive technology services (including assisting individuals in making informed choices regarding, and providing experiences with, the devices and services), using personnel who are familiar with such devices and services and their applications.” Section 4(e)(2)(D)

Device demonstrations compare the features and benefits of AT devices to enable informed decision-making. In a device demonstration, guided experience with the device(s) is provided to the participant with the assistance of someone who has technical expertise related to the device(s). This expert may be in the same location as the participant or may assist the participant through Internet or distance learning mechanism that provides real-time, effective communication to deliver the necessary device exploration.

A demonstration is characterized by its interactive nature whereby the participant can interact with the device and an expert to increase their knowledge and understanding about the details and functions of a device; the participant drives the demonstration and has the ability to interact and have their individual questions about the device addressed. If the demonstration is conducted via the internet or distance learning mechanism it must be a real-time, interactive demonstration that provides one-on-one assistance to the participant. A web-based demonstration that is archived or is a static presentation without interaction is considered an awareness activity, not a demonstration.

Section 4(d)(5) of the AT Act requires that the State Plan include a description of how the Statewide AT Program will implement its State-level and State Leadership activities. Further, section 4(d)(4) requires that the State Plan describe how various public and private entities will be involved in the implementation of those activities, including a description of the nature and extent of resources that will be committed by public and private collaborators. Section 4(d)(7) also requires that the State Plan include a description of the State-level and State Leadership Activities the state will support with state funds. Section 4(e)(3)(B)(iii) requires that states coordinate and collaborate their State-level and State Leadership activities among public and private entities. The following items are items intended to meet these requirements for device demonstration activities.

### Device Demonstration

* + 1. **If device demonstration activities are conducted through a formal written agreement, by providing financial support to other entities and/or by receiving financial support from other entities please identify that coordination and collaboration in the table below.**

| **Collaborating organizations conducting this activity**  | **Have written agreement with this entity** | **Provide financial support to this entity** | **Receive financial support from this entity** |
| --- | --- | --- | --- |
| **Banks/financial institution** | **No** | **No** | **No** |
| **Independent Living Center** | **Yes** | **Yes** | **No** |
| **Easter Seals** | **No** | **No** | **No** |
| **Disability/AT Organizations** | **Yes** | **Yes** | **No** |
| **Federal Entities/Agencies** | **No** | **No** | **No** |
| **State Entities/Agencies** | **No** | **No** | **No** |
| **Local/Community Entities** | **Yes** | **Yes** | **No** |
| **Private Entities**  | **No** | **No** | **No** |
| **Other** *(describe)* | **No** | **No** | **No** |

* + 1. **Describe the activity.**

WVATS and our three subcontractors provide device demonstrations to consumers. All staff and subcontractors are thoroughly trained on how to provide a proper demonstration. Staff provide a detailed overview of the devices available to meet a specific need, providing the consumer with the opportunity to have a hands-on experience with the devices in order to make an informed decision. Staff provide resources for vendors, funding and referrals to support the consumers in acquiring the technology that best meets their needs.

WVATS has scheduled demonstration events with local senior centers and during larger events throughout the state. WVATS also provides demonstrations to walk-in consumers and by request. The program strives to ensure inventory includes the necessary items to provide a quality demonstration to consumers. If no other option is available, WVATS is equipped to provide demonstrations on appropriate equipment via distance technology.

JCCOA primarily serves the senior population in their area. Their inventory primarity consists of popular vision, hearing, and memory aids. They also have a variety of daily living items available. The organization works directly with consumers as well as families members to provide device demonstrations to support them in finding the appropriate devices to promote safety, independence and ageing in place.

* + 1. **The online page for this specific activity can be found at:**

[www.wvats.cedwvu.org/wvats-services/](http://www.wvats.cedwvu.org/wvats-services/)

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## State Leadership Activities

Training Activities

The AT Act describes training as follows:

“(i) TRAINING AND TECHNICAL ASSISTANCE. —

(I) IN GENERAL. —The State shall directly, or provide support to public or private entities with demonstrated expertise in collaborating with public or private agencies that serve individuals with disabilities, to develop and disseminate training materials, conduct training, and provide technical assistance, for individuals from local settings statewide, including representatives of State and local educational agencies, other State and local agencies, early intervention programs, adult service programs, hospitals and other health care facilities, institutions of higher education, and businesses.

(II) AUTHORIZED ACTIVITIES. —In carrying out activities under sub clause (I), the State shall carry out activities that enhance the knowledge, skills, and competencies of individuals from local settings described in sub clause (I), which may include—

(aa) general awareness training on the benefits of assistive technology and the Federal, State, and private funding sources available to assist targeted individuals and entities in acquiring assistive technology;

(bb) skills-development training in assessing the need for assistive technology devices and assistive technology services;

(cc) training to ensure the appropriate application and use of assistive technology devices, assistive technology services, and accessible technology for e-government functions;

(dd) training in the importance of multiple approaches to assessment and implementation necessary to meet the individualized needs of individuals with disabilities; and

(ee) technical training on integrating assistive technology into the development and implementation of service plans, including any education, health, discharge, Olmstead, employment, or other plan required under Federal or State law.”

Training activities are instructional events, usually planned in advance for a specific purpose or audience, and are designed to increase participants’ knowledge, skills, and competencies regarding AT. Such events can be delivered to large or small groups, in-person, or via telecommunications or other distance education mechanisms. In general, participants in training can be individually identified and could complete an evaluation of the training. Examples of training include classes, workshops, and presentations that have a goal of increasing skills, knowledge, and competency, as opposed to training intended only to increase general awareness of AT. Training activities have more depth and breadth than public awareness activities and are focused on skill building and competency development.

Section 4(d)(5) of the AT Act requires that the State Plan include a description of how the Statewide AT Program will implement its State-level and State Leadership activities. Further, section 4(d)(4) requires that the State Plan describe how various public and private entities will be involved in the implementation of those activities, including a description of the nature and extent of resources that will be committed by public and private collaborators. Section 4(d)(7) also requires that the State Plan include a description of the State-level and State Leadership Activities the state will support with state funds. Section 4(e)(3)(B)(iii) requires that states coordinate and collaborate their State-level and State Leadership activities among public and private entities. The following items are items intended to meet these requirements for training activities.

### Training

* + 1. **If training activities are conducted through a formal written agreement, by providing financial support to other entities and/or by receiving financial support from other entities please identify that coordination and collaboration in the table below.**

| **Collaborating organizations conducting this activity**  | **Have written agreement with this entity** | **Provide financial support to this entity** | **Receive financial support from this entity** |
| --- | --- | --- | --- |
| **Banks/financial institution** | **No** | **No** | **No** |
| **Independent Living Center** | **No** | **No** | **No** |
| **Easter Seals** | **No** | **No** | **No** |
| **Disability/AT Organizations** | **No** | **No** | **No** |
| **Federal Entities/Agencies** | **No** | **No** | **No** |
| **State Entities/Agencies** | **No** | **No** | **No** |
| **Local/Community Entities** | **No** | **No** | **No** |
| **Private Entities**  | **No** | **No** | **No** |
| **Other** *(describe)* | **No** | **No** | **No** |

* + 1. **Provide a short description of at least one and no more than three planned training activities. One of the activities described must be planned Information and Communication Technology (ICT) accessibility training that will provide the required ICT Training performance measures. If the Statewide AT Program is meeting the transition requirements of the AT Act through training, please describe that planned activity. If the Statewide AT Program sponsors or co-sponsors a statewide conference please include that event as one you describe.**

**Planned ICT Accessibility Training (required)**

WVATS provides ICT Accessibility Training in the form of creating accessible documents and presentations. These trainings are provided in-person at least once every year to the staff at the Center for Excellence in Disabilities at WVU. The trainings are also offered to outside agencies and organizations by request. These include state agencies, institutions of higher education, K-12 education institutions and private organizations. WVATS is now offering these trainings via distance technology. The trainings are scheduled and promoted via the website, social media, and email list servs.

WVATS plans to expand the offered trainings to include accessibility in Adobe products in 2020.

**Planned Transition Training or Other Training Activity (optional)**

WVATS provides trainings on transition at annual events sponsored by the WVDE and West Virginia Birth to Three. The training provides parents, families, caregivers and professionals with information on transitioning through life as an assistive technology user. The training provides information regarding transition planning and consumer rights.

WVATS also plans to provide training at the West Virginia Occupational Therapy Conference on transition for adults and seniors using assistive technology.

**Planned Statewide Conference or Other Training Activity (optional)**

* + 1. **The online page for this specific activity can be found at:**

[www.wvats.cedwvu.org](http://www.wvats.cedwvu.org)

Technical Assistance Activities

The AT Act describes training as follows:

“(i) TRAINING AND TECHNICAL ASSISTANCE. —

(I) IN GENERAL. —The State shall directly, or provide support to public or private entities with demonstrated expertise in collaborating with public or private agencies that serve individuals with disabilities, to develop and disseminate training materials, conduct training, and provide technical assistance, for individuals from local settings statewide, including representatives of State and local educational agencies, other State and local agencies, early intervention programs, adult service programs, hospitals and other health care facilities, institutions of higher education, and businesses.

(II) AUTHORIZED ACTIVITIES. —In carrying out activities under sub clause (I), the State shall carry out activities that enhance the knowledge, skills, and competencies of individuals from local settings described in sub clause (I), which may include—

(aa) general awareness training on the benefits of assistive technology and the Federal, State, and private funding sources available to assist targeted individuals and entities in acquiring assistive technology;

(bb) skills-development training in assessing the need for assistive technology devices and assistive technology services;

(cc) training to ensure the appropriate application and use of assistive technology devices, assistive technology services, and accessible technology for e-government functions;

(dd) training in the importance of multiple approaches to assessment and implementation necessary to meet the individualized needs of individuals with disabilities; and

(ee) technical training on integrating assistive technology into the development and implementation of service plans, including any education, health, discharge, Olmstead, employment, or other plan required under Federal or State law.”

Technical Assistance (TA) is direct problem-solving services provided by Statewide AT Program staff to assist programs and agencies in improving their services, management, policies and/or outcomes. TA may be provided in person, by electronic media such as telephone, video or e-mail and by other means. The following are examples of technical assistance: needs assessment, program planning or development, curriculum or materials development, administrative or management consultation, program evaluation and site reviews of external organizations, and policy development.

Section 4(d)(5) of the AT Act requires that the State Plan include a description of how the Statewide AT Program will implement its State-level and State Leadership activities. Further, section 4(d)(4) requires that the State Plan describe how various public and private entities will be involved in the implementation of those activities, including a description of the nature and extent of resources that will be committed by public and private collaborators. Section 4(d)(7) also requires that the State Plan include a description of the State-level and State Leadership Activities the state will support with state funds. Section 4(e)(3)(B)(iii) requires that states coordinate and collaborate their State-level and State Leadership activities among public and private entities. The following items are items intended to meet these requirements for technical assistance activities.

### Technical Assistance

* + 1. **If technical assistance activities are conducted through a formal written agreement, by providing financial support to other entities and/or by receiving financial support from other entities please identify that coordination and collaboration in the table below.**

| **Collaborating organizations conducting this activity**  | **Have written agreement with this entity** | **Provide financial support to this entity** | **Receive financial support from this entity** |
| --- | --- | --- | --- |
| **Banks/financial institution** | **No** | **No** | **No** |
| **Independent Living Center** | **No** | **No** | **No** |
| **Easter Seals** | **No** | **No** | **No** |
| **Disability/AT Organizations** | **No** | **No** | **No** |
| **Federal Entities/Agencies** | **No** | **No** | **No** |
| **State Entities/Agencies** | **No** | **No** | **Yes** |
| **Local/Community Entities** | **No** | **No** | **No** |
| **Private Entities**  | **No** | **No** | **No** |
| **Other** *(describe)* | **No** | **No** | **No** |

* + 1. **Provide a short description of at least one and no more than two planned technical assistance activities. If the Statewide AT Program is meeting the transition requirements of the AT Act through technical assistance, please describe that planned activity.**

**Planned Transition Technical Assistance or Other Technical Assistance Activity (required)**

WVATS collaborates with WVDE to plan, administer and evaluate an Assistive Technology Boot Camp for educators. The project takes in approximately 100 participants per cohort. Cohorts run for two years and meet for multi-day workshops 3-4 times per year. WVATS provides support in the areas of environmental access and assessing assistive technology needs.

**Planned Other Technical Assistance Activity (optional)**

Public Awareness Activities

The AT Act says the following about Public Awareness:

“The State shall conduct public-awareness activities designed to provide information to targeted individuals and entities relating to the availability, benefits, appropriateness, and costs of assistive technology devices and assistive technology services, including—

(aa) the development of procedures for providing direct communication between providers of assistive technology and targeted individuals and entities, which may include partnerships with entities in the statewide and local workforce investment systems established under the Workforce Innovation and Opportunities Act (29 U.S.C. 3101 et seq.), State vocational rehabilitation centers, public and private employers, or elementary and secondary public schools;

(bb) the development and dissemination, to targeted individuals and entities, of information about State efforts related to assistive technology; and

(cc) the distribution of materials to appropriate public and private agencies that provide social, medical, educational, employment, and transportation services to individuals with disabilities.”

Public awareness activities are designed to reach large numbers of people, including activities such as public service announcements, radio talk shows and news reports, newspaper stories and columns, newsletters, brochures, and public forums.

Section 4(d)(5) of the AT Act requires that the State Plan include a description of how the Statewide AT Program will implement its State-level and State Leadership activities. Further, section 4(d)(4) requires that the State Plan describe how various public and private entities will be involved in the implementation of those activities, including a description of the nature and extent of resources that will be committed by public and private collaborators. Section 4(d)(7) also requires that the State Plan include a description of the State-level and State Leadership Activities the state will support with state funds. Section 4(e)(3)(B)(iii) requires that states coordinate and collaborate their State-level and State Leadership activities among public and private entities. The following items are items intended to meet these requirements for public awareness activities.

### Public Awareness

* + 1. **If public awareness activities are conducted through a formal written agreement, by providing financial support to other entities and/or by receiving financial support from other entities please identify that coordination and collaboration in the table below.**

| **Collaborating organizations conducting this activity**  | **Have written agreement with this entity** | **Provide financial support to this entity** | **Receive financial support from this entity** |
| --- | --- | --- | --- |
| **Banks/financial institution** | **No** | **No** | **No** |
| **Independent Living Center** | **Yes** | **Yes** | **No** |
| **Easter Seals** | **No** | **No** | **No** |
| **Disability/AT Organizations** | **Yes** | **Yes** | **No** |
| **Federal Entities/Agencies** | **No** | **No** | **No** |
| **State Entities/Agencies** | **No** | **No** | **No** |
| **Local/Community Entities** | **Yes** | **Yes** | **No** |
| **Private Entities**  | **No** | **No** | **No** |
| **Other** *(describe)* | **No** | **No** | **No** |

* + 1. **Provide a short description of at least one and no more than two planned major public awareness activities**. **If the Statewide AT Program conducts a major ongoing public awareness activity such as an annual AT awareness day with a Governor’s Proclamation, please include that activity.**

**Major Annual Planned or Other Public Awareness Activity (required)**

WVATS will participate in the Mountain State Disability Conference, providing an assistive technology lab. The lab will provide conference participants with the opportunity to have a hands-on experience with a wide variety of devices. The conference planners are providing WVATS with a space to set-up a mobile lab at no fee.

**Planned Other Public Awareness Activity (optional)**

Information and Assistance Activities

The AT Act says the following about information and referral activities, which for the purpose of this State Plan are called information and assistance activities:

“(aa) IN GENERAL. — The State shall directly, or in collaboration with public or private (such as nonprofit) entities, provide for the continuation and enhancement of a statewide information and referral system designed to meet the needs of targeted individuals and entities.

(bb) CONTENT. — The system shall deliver information on assistive technology devices, assistive technology services (with specific data regarding provider availability within the State), and the availability of resources, including funding through public and private sources, to obtain assistive technology devices and assistive technology services. The system shall also deliver information on the benefits of assistive technology devices and assistive technology services with respect to enhancing the capacity of individuals with disabilities of all ages to perform activities of daily living.”

Section 4(d)(5) of the AT Act requires that the State Plan include a description of how the Statewide AT Program will implement its State-level and State Leadership activities. Further, section 4(d)(4) requires that the State Plan describe how various public and private entities will be involved in the implementation of those activities, including a description of the nature and extent of resources that will be committed by public and private collaborators. Section 4(d)(7) also requires that the State Plan include a description of the State-level and State Leadership Activities the state will support with state funds. Section 4(e)(3)(B)(iii) requires that states coordinate and collaborate their State-level and State Leadership activities among public and private entities. The following items are items intended to meet these requirements for information and assistance activities.

### Information & Assistance

* + 1. **If information and assistance activities are conducted through a formal written agreement, by providing financial support to other entities and/or by receiving financial support from other entities please identify that coordination and collaboration in the table below.**

| **Collaborating organizations conducting this activity**  | **Have written agreement with this entity** | **Provide financial support to this entity** | **Receive financial support from this entity** |
| --- | --- | --- | --- |
| **Banks/financial institution** | **No** | **No** | **No** |
| **Independent Living Center** | **No** | **No** | **No** |
| **Easter Seals** | **No** | **No** | **No** |
| **Disability/AT Organizations** | **No** | **No** | **No** |
| **Federal Entities/Agencies** | **No** | **No** | **No** |
| **State Entities/Agencies** | **No** | **No** | **No** |
| **Local/Community Entities** | **No** | **No** | **No** |
| **Private Entities**  | **No** | **No** | **No** |
| **Other** *(describe)* | **No** | **No** | **No** |

* + 1. **Describe the activity.**

WVATS provides a variety of options to receive information and assistance in-house. These options include calls, e-mails, and Facebook messages. WVATS maintains a toll-free phone number, a local phone number, and TTY number. There is also a general email account, wvat@hsc.wvu.edu. All of these avenues are monitored throughout the day during regular business hours. WVATS strives to handle all inquiries within one business day. Staff have access to resource guides such as funding sources and statewide recreational information to assist in responding to inquiries. Inquiries are generally funneled to staff with expertise in the area of need when possible.

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## Assurances & Measurable Goals

Section 4(d) of the AT Act prescribes the duties of the Lead Agency receiving a grant under section 4 of the AT Act and requires the State to provide a number of assurances in its application for funds. 34 CFR part 76 also requires that any State Plan include certain assurances. The Statewide AT Program certifying representative will attest to these assurances and other requirements below and by submitting the State Plan, will affirm that to the best of his or her knowledge and belief all information provided in the State Plan is true and correct and the State Plan fully discloses all known weaknesses concerning the accuracy, reliability, and completeness of the information.

### Assurances

* + 1. **As the Certifying Representative of the Lead Agency for the State of West Virginia, I hereby assure the following:**
		2. **The Lead Agency prepared and submitted this State Plan on behalf of the State of West Virginia.**
		3. **The Lead Agency submitting this plan is the State agency that is eligible to submit this plan and if an Implementing Entity is identified it is designated to implement the required AT Act activities.**
		4. **The State agency has authority under State law to perform the functions of the State under this program.**
		5. **The State legally may carry out each provision of this plan.**
		6. **All provisions of this plan are consistent with State law.**
		7. **A State officer, specified by title in this certification, has authority under State law to receive, hold, and disburse Federal funds made available under the plan.**
		8. **The State officer who submits this plan, specified by title in this certification, has authority to submit this plan.**
		9. **The agency that submits this plan has adopted or otherwise formally approved this plan.**
		10. **The plan is the basis for State operation and administration of the program.**
		11. **The Lead Agency will maintain and evaluate the program under this State Plan.**
		12. **The State will annually collect data related to the required activities implemented by the State under this section in order to prepare the progress reports required under subsection 4(f) of the Act.**
		13. **The Lead Agency will submit the annual progress report on behalf of the State.**
		14. **The State will prepare reports to the Secretary in such form and containing such information as the Secretary may require to carry out the Secretary's functions under this Act and keep such records and allow access to such records as the Secretary may require to ensure the correctness and verification of information provided to the Secretary.**
		15. **The Lead Agency will control and administer the funds received through the grant.**
		16. **The Lead Agency will make programmatic and resource allocation decisions necessary to implement the State Plan.**
		17. **Funds received through the grant will be expended in accordance with Section 4 of the Act, and will be used to supplement, and not supplant, funds available from other sources for technology-related assistance, including the provision of assistive technology devices and assistive technology services.**
		18. **The Lead Agency will ensure conformance with all applicable Federal and State accounting requirements.**
		19. **The State will adopt such fiscal control and accounting procedures as may be necessary to ensure proper disbursement of and accounting for the funds received through the grant.**
		20. **Funds made available through a grant to a State under this Act will not be used for direct payment for an assistive technology device for an individual with a disability.**
		21. **A public agency or an individual with a disability holds title to any property purchased with funds received under the grant and administers that property.**
		22. **The physical facility of the Lead Agency and Implementing Entity, if any, meets the requirements of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding accessibility for individuals with disabilities. Section 4(d)(6)(E)**
		23. **Activities carried out in the State that are authorized under this Act, and supported by Federal funds received under this Act, will comply with the standards established by the Architectural and Transportation Barriers Compliance Board under section 508 of the Rehabilitation Act of 1973 (20 U.S.C. 794d). Section 4(d)(6)(G)**
		24. **The Lead Agency will coordinate the activities of the State Plan among public and private entities, including coordinating efforts related to entering into interagency agreements.**
		25. **The Lead Agency will coordinate efforts related to the active, timely, and meaningful participation by individuals with disabilities and their family members, guardians, advocates, or authorized representatives, and other appropriate individuals, with respect to activities carried out through the grant.**

General Description of Measurable Goals:

Section 4(d)(3) of the AT Act requires that the State include information on the measurable goals, and a timeline for meeting those goals, that the State, with the advice of the Advisory Council required in section 4(c)(2), has set for addressing the assistive technology needs of individuals with disabilities in the State related to education, employment, community living, and telecommunications and information technology ).

* Section 4(d)(3)(A)(i) of the AT Act states that education goals include goals involving the provision of assistive technology to individuals who receive services under the Individuals with Disabilities Education Improvement Act (20 U.S.C. 1400 et seq.). This includes infants and toddlers receiving early intervention services under Part C.
* Education also includes the provision of assistive technology to individuals who receive services under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.) and individuals in institutions of higher education and vocational education, including community colleges.
* Section 4(d)(3)(A)(ii) of the AT Act states that employment goals include goals involving the State vocational rehabilitation program carried out under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.).

ACL has established three types of measurable goals for Section 4 grantees:

* *Access to AT Goals* relate to the activities of device loan for a decision-making purpose and device demonstration. The State will show that it has improved access to AT by reaching or exceeding the ACL set target percentage of individuals and entities who accessed device demonstration programs or device loan programs and made a decision about an AT device or service as a result of the assistance they received. The Access Goal performance measure data is found in the Annual Progress Report (APR) for State Assistive Technology Programs.
* *Acquisition of AT Goals* relate to the activities of state financing, device reutilization, and device loan for purposes other than decision-making. The State will show that it has improved acquisition by reaching or exceeding the ACL set target percentage of individuals and entities who obtained devices or services from State financing activities or reutilization programs who would not have obtained that AT device or service. The Acquisition Goal performance measure data is found in the APR for State Assistive Technology Programs.
* *Information and Communication (ICT) Accessibility Goal* is focused on obtaining an outcome/result from information and communication technology accessibility training including improvement of policies procedures or practices in the areas of website and software development and procurement. The State will show that is has improved ICT training results by reaching or exceeding the ACL set target percentage of participants reporting a targeted outcome. The ICT Training performance measure data is found in the APR for State Assistive Technology Programs.