

GRANT AGREEMENT

CONTRACT #0000000000000000000101397

This Grant Agreement ("Grant Agreement"), entered into by and between the Indiana Family & Social Services Administration Division of Disability, Aging, and Rehabilitative Services (the "State" or "FSSA" or "DDARS") and Crossroads Rehabilitation Center (the "Grantee"), is executed pursuant to the terms and conditions set forth herein. In consideration of those mutual undertakings and covenants, the parties agree as follows:

1. Purpose of this Grant Agreement; Funding Source.

The purpose of this Grant Agreement is to enable the State to award a Grant of \$90,000.00 (the "Grant") to the Grantee for eligible costs of the services or project (the "Project") to provide statewide coverage of increasing Independence Program case management services for individuals who are Deaf or Hard of Hearing, as described in Exhibits 1, 2, and 3 of this Grant Agreement, which are attached hereto and incorporated fully herein. The funds shall be used exclusively in accordance with the provisions contained in this Grant Agreement and in conformance with Indiana Code § 12-8-10 establishing the authority to make this Grant, as well as any rules adopted thereunder. The funds received by the Grantee pursuant to this Grant Agreement shall be used only to implement the Project or provide the services in conformance with this Grant Agreement and for no other purpose.

The following exhibits are attached hereto and incorporated herein:

EXHIBIT 1 -- FEDERAL FUNDING INFORMATION AND ANNUAL FINANCIAL REPORT FOR NON-GOVERNMENTAL ENTITIES

EXHIBIT 2 -- GRANT ACTIVITIES

EXHIBIT 3 -- BUDGET

FUNDING SOURCE:

Funding Source Entity	Assistance Listing # (if applicable)	Program Name
Federal	93.667	Social Services Block Grant

2. Representations and Warranties of the Grantee.

- A. The Grantee expressly represents and warrants to the State that it is statutorily eligible to receive these Grant funds and that the information set forth in its Grant Application is true, complete and accurate. The Grantee expressly agrees to promptly repay all funds paid to it under this Grant Agreement should it be determined either that it was ineligible to receive the funds, or it made any material misrepresentation on its grant application.
- B. The Grantee certifies by entering into this Grant Agreement that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into this Grant Agreement by any federal or state department or agency. The term "principal" for purposes of this Grant Agreement is defined as an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of the Grantee.

3. Implementation of and Reporting on the Project.

- A. The Grantee shall implement and complete the Project in accordance with the exhibits to this Grant listed in Section 1, and with the plans and specifications contained in its Grant Application, which is on file with the State and is incorporated by reference. Modification of the Project shall require prior written approval of the State.
- B. The Grantee shall submit to the State written progress reports until the completion of the Project. These reports shall be submitted on a monthly basis and shall contain such detail of progress or performance on the Project as is requested by the State.

4. Term.

This Grant Agreement commences on October 01, 2026 and shall remain in effect through September 30, 2027.

5. Grant Funding.

- A. The State shall fund this Grant in the amount of \$90,000.00. The approved Project Budget is set forth in Exhibit 3 to this Grant Agreement listed in Section 1. The Grantee shall not spend more than the amount for each line item in the Project Budget without the prior written consent of the State, nor shall the Project costs funded by this Grant Agreement and those funded by any local and/or private share be changed or modified without the prior written consent of the State.
- B. The disbursement of Grant funds to the Grantee shall not be made until all documentary materials required by this Grant Agreement have been received and approved by the State and this Grant Agreement has been fully approved by the State.

6. Payment of Claims.

- A. If advance payment of all or a portion of the Grant funds is permitted by statute or regulation, and the State agrees to provide such advance payment, advance payment shall be made only upon submission of a proper claim setting out the intended purposes of those funds. After such funds have been expended, Grantee shall provide State with a reconciliation of those expenditures. Otherwise, all payments shall be made thirty-five (35) days in arrears in conformance with State fiscal policies and procedures. As required by IC § 4-13-2-14.8, all payments will be by the direct deposit by electronic funds transfer to the financial institution designated by the Grantee in writing unless a specific waiver has been obtained from the Indiana State Comptroller.
- B. Requests for payment will be processed only upon presentation of a Claim Voucher in the form designated by the State. Such Claim Vouchers must be submitted with the budget expenditure report detailing disbursements of state, local and/or private funds by project budget line items.
- C. The State may require evidence furnished by the Grantee that substantial progress has been made toward completion of the Project prior to making the first payment under this Grant. All payments are subject to the State's determination that the Grantee's performance to date conforms with the Project as approved, notwithstanding any other provision of this Grant Agreement.
- D. Invoices should be submitted each calendar month for any claims due and payable. Monthly claims must be submitted the month following the month of performance and are due no later than the end of the month. All final claims and reports must be submitted to the State within Sixty (60) calendar days after the expiration or termination of this agreement. Payment for

claims submitted after that time may, at the discretion of the State, be denied. If Grant funds have been advanced and are unexpected at the time that the final claim is submitted, all such unexpected Grant funds must be returned to the State.

Claims must be submitted with accompanying supportive documentation as designated by the State. Claims submitted without supportive documentation will be returned to the Grantee and not processed for payment. Failure to comply with the provisions of this Grant Agreement may result in the denial of a claim for payment.

7. Project Monitoring by the State.

The State may conduct on-site or off-site monitoring reviews of the Project during the term of this Grant Agreement and for up to ninety (90) days after it expires or is otherwise terminated. The Grantee shall extend its full cooperation and give full access to the Project site and to relevant documentation to the State or its authorized designees for the purpose of determining, among other things:

- A. whether Project activities are consistent with those set forth in the Grant Exhibits listed in Section 1, the Grant Application, and the terms and conditions of the Grant Agreement;
- B. the actual expenditure of state, local and/or private funds expended to date on the Project is in conformity with the amounts for each Budget line item as set forth in the Grant Exhibits and that unpaid costs have been properly accrued;
- C. that Grantee is making timely progress with the Project, and that its project management, financial management and control systems, procurement systems and methods, and overall performance are in conformance with the requirements set forth in this Grant Agreement and are fully and accurately reflected in Project reports submitted to the State.

8. Compliance with Audit and Reporting Requirements; Maintenance of Records.

- A. The Grantee shall submit to an audit of funds paid through this Grant Agreement and shall make all books, accounting records and other documents available at all reasonable times during the term of this Grant Agreement and for a period of three (3) years after final payment for inspection by the State or its authorized designee. Copies shall be furnished to the State at no cost
- B. If the Grantee is a "subrecipient" of federal grant funds under 2 C.F.R. 200.331, Grantee shall arrange for a financial and compliance audit that complies with 2 C.F.R. 200.500 *et seq.* if required by applicable provisions of 2 C.F.R. 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements).
- C. If the Grantee is a non-governmental unit, the Grantee shall file the Form E-1 annual financial report required by IC § 5-11-1-4. The E-1 entity annual financial report will be used to determine audit requirements applicable to non-governmental units under IC § 5-11-1-9. Audits required under this section must comply with the State Board of Accounts *Uniform Compliance Guidelines for Examination of Entities Receiving Financial Assistance from Governmental Sources*, <https://www.in.gov/sboa/files/guidelines-examination-entities-receiving-financial-assistance-government-sources.pdf>. Guidelines for filing the annual report are included in Exhibit 1.

9. Compliance with Laws.

- A. The Grantee shall comply with all applicable federal, state and local laws, rules, regulations and ordinances, and all provisions required thereby to be included herein are hereby incorporated by reference. The enactment or modification of any applicable state or federal statute or the promulgation of rules or regulations thereunder after execution of this Grant Agreement shall be reviewed by the State and the Grantee to determine whether the provisions of this Grant Agreement require formal modification.
- B. The Grantee and its agents shall abide by all ethical requirements that apply to persons who have a business relationship with the State as set forth in IC § 4-2-6, *et seq.*, IC § 4-2-7, *et seq.* and the regulations promulgated thereunder. **If the Grantee has knowledge, or would have acquired knowledge with reasonable inquiry, that a state officer, employee, or special state appointee, as those terms are defined in IC 4-2-6-1, has a financial interest in the Grant, the Grantee shall ensure compliance with the disclosure requirements in IC § 4-2-6-10.5 prior to the execution of this Grant Agreement.** If the Grantee is not familiar with these ethical requirements, the Grantee should refer any questions to the Indiana State Ethics Commission, or visit the Inspector General's website at <http://www.in.gov/ig/>. If the Grantee or its agents violate any applicable ethical standards, the State may, in its sole discretion, terminate this Grant immediately upon notice to the Grantee. In addition, the Grantee may be subject to penalties under IC §§ 4-2-6, 4-2-7, 35-44.1-1-4, and under any other applicable laws.
- C. The Grantee certifies by entering into this Grant Agreement that neither it nor its principal(s) is presently in arrears in payment of taxes, permit fees or other statutory, regulatory or judicially required payments to the State. The Grantee agrees that any payments currently due to the State may be withheld from payments due to the Grantee. Additionally, payments may be withheld, delayed, or denied and/or this Grant suspended until the Grantee is current in its payments and has submitted proof of such payment to the State.
- D. The Grantee warrants that it has no current, pending or outstanding criminal, civil, or enforcement actions initiated by the State, and agrees that it will immediately notify the State of any such actions. During the term of such actions, the Grantee agrees that the State may suspend funding for the Project. If a valid dispute exists as to the Grantee's liability or guilt in any action initiated by the State or its agencies, and the State decides to suspend funding to the Grantee, the Grantee may submit, in writing, a request for review to the Indiana Department of Administration (IDOA). A determination by IDOA shall be binding on the parties. Any disbursements that the State may delay, withhold, deny, or apply under this section shall not be subject to penalty or interest.
- E. The Grantee warrants that the Grantee and any contractors performing work in connection with the Project shall obtain and maintain all required permits, licenses, registrations, and approvals, and shall comply with all health, safety, and environmental statutes, rules, or regulations in the performance of work activities for the State. Failure to do so may be deemed a material breach of this Grant Agreement and grounds for immediate termination and denial of grant opportunities with the State.
- F. The Grantee affirms that, if it is an entity described in IC Title 23, it is properly registered and owes no outstanding reports to the Indiana Secretary of State.
- G. As required by IC § 5-22-3-7:
- (1) The Grantee and any principals of the Grantee certify that:
- (A) the Grantee, except for de minimis and nonsystematic violations, has not violated the terms of:

(i) IC § 24-4.7 [Telephone Solicitation of Consumers];

(ii) IC § 24-5-12 [Telephone Solicitations]; or

(iii) IC § 24-5-14 [Regulation of Automatic Dialing Machines];

in the previous three hundred sixty-five (365) days, even if IC 24-4.7 is preempted by federal law; and

(B) the Grantee will not violate the terms of IC § 24-4.7 for the duration of this Grant Agreement, even if IC §24-4.7 is preempted by federal law.

(2) The Grantee and any principals of the Grantee certify that an affiliate or principal of the Grantee and any agent acting on behalf of the Grantee or on behalf of an affiliate or principal of the Grantee, except for de minimis and nonsystematic violations,

(A) has not violated the terms of IC § 24-4.7 in the previous three hundred sixty-five (365) days, even if IC § 24-4.7 is preempted by federal law; and

(B) will not violate the terms of IC § 24-4.7 for the duration of this Grant Agreement even if IC § 24-4.7 is preempted by federal law.

10. Debarment and Suspension.

- A. The Grantee certifies by entering into this Grant Agreement that it is not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into this Grant by any federal agency or by any department, agency or political subdivision of the State. The term "principal" for purposes of this Grant Agreement means an officer, director, owner, partner, key employee or other person with primary management or supervisory responsibilities, or a person who has a critical influence on or substantive control over the operations of the Grantee.
- B. The Grantee certifies that it has verified the suspension and debarment status for all subcontractors receiving funds under this Grant Agreement and shall be solely responsible for any recoupments or penalties that might arise from non-compliance. The Grantee shall immediately notify the State if any subcontractor becomes debarred or suspended, and shall, at the State's request, take all steps required by the State to terminate its contractual relationship with the subcontractor for work to be performed under this Grant Agreement.

11. Drug-Free Workplace Certification.

As required by Executive Order No. 90-5, April 12, 1990, issued by the Governor of Indiana, the Grantee hereby covenants and agrees to make a good faith effort to provide and maintain a drug-free workplace. Grantee will give written notice to the State within ten (10) days after receiving actual notice that the Grantee, or an employee of the Grantee in the State of Indiana, has been convicted of a criminal drug violation occurring in the workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of grant payments, termination of the Grant and/or debarment of grant opportunities with the State of Indiana for up to three (3) years.

In addition to the provisions of the above paragraphs, if the total amount set forth in this Grant Agreement is in excess of \$25,000.00, the Grantee certifies and agrees that it will provide a drug-free workplace by:

- A. Publishing and providing to all of its employees a statement notifying them that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the Grantee's workplace and specifying the actions that will be taken against employees for violations of such prohibition; and
- B. Establishing a drug-free awareness program to inform its employees of: (1) the dangers of drug abuse in the workplace; (2) the Grantee's policy of maintaining a drug-free workplace; (3) any available drug counseling, rehabilitation, and employee assistance programs; and (4) the penalties that may be imposed upon an employee for drug abuse violations occurring in the workplace; and
- C. Notifying all employees in the statement required by subparagraph (A) above that as a condition of continued employment the employee will: (1) abide by the terms of the statement; and (2) notify the Grantee of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction; and
- D. Notifying in writing the State within ten (10) days after receiving notice from an employee under subdivision (C)(2) above, or otherwise receiving actual notice of such conviction; and
- E. Within thirty (30) days after receiving notice under subdivision (C)(2) above of a conviction, imposing the following sanctions or remedial measures on any employee who is convicted of drug abuse violations occurring in the workplace: (1) take appropriate personnel action against the employee, up to and including termination; or (2) require such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement, or other appropriate agency; and
- F. Making a good faith effort to maintain a drug-free workplace through the implementation of subparagraphs (A) through (E) above.

12. Employment Eligibility Verification. As a condition precedent to entering this Grant Agreement, and as required by IC § 22-5-1.7 and Executive Order 25-29, the Grantee swears or affirms under the penalties of perjury that the Grantee has not knowingly employed, and will not knowingly employ, an unauthorized alien. Grantee further affirms that:

- A. The Grantee has enrolled in, and verified the work eligibility status of all his/her/its employees through, the E-Verify program as defined in IC § 22-5-1.7-3. The Grantee is not required to participate should the E-Verify program cease to exist. Additionally, the Grantee is not required to participate if the Grantee is self-employed and does not employ any employees.
- B. The Grantee has not knowingly employed or contracted with, and shall not knowingly employ or contract with, an unauthorized alien. The Grantee has not retained, and shall not retain, an employee, and has not contracted and shall not contract with a person, that the Grantee subsequently learned or learns is an unauthorized alien.
- C. The Grantee has required and shall require his/her/its subcontractors, who perform work under this Grant Agreement, to certify to the Grantee that the subcontractor does not knowingly employ or contract with an unauthorized alien and that the subcontractor has enrolled and is participating in the E-Verify program. The Grantee agrees to maintain this certification throughout the duration of the term of a contract with a subcontractor and to provide any and all such certifications to the State promptly upon request.

The State may terminate this grant agreement for default if the Grantee fails to cure a breach of this provision no later than thirty (30) days after being notified by the State.

13. Funding Cancellation.

As required by Financial Management Circular 3.3 and IC § 5-22-17-5, when the Director of the State Budget Agency makes a written determination that funds are not appropriated or otherwise available to support continuation of performance of this Grant Agreement, it shall be canceled. A determination by the Director of the State Budget Agency that funds are not appropriated or otherwise available to support continuation of performance shall be final and conclusive.

14. Governing Law.

This Grant Agreement shall be governed, construed, and enforced in accordance with the laws of the State of Indiana, without regard to its conflict of laws rules. Suit, if any, must be brought in the State of Indiana.

15. Information Technology Accessibility Standards.

Any information technology related products or services purchased, used or maintained through this Grant must be compatible with the principles and goals contained in the Electronic and Information Technology Accessibility Standards adopted by the Architectural and Transportation Barriers Compliance Board under Section 508 of the federal Rehabilitation Act of 1973 (29 U.S.C. §794d), as amended.

16. Insurance.

The Grantee shall maintain insurance with coverages and in such amount as may be required by the State or as provided in its Grant Application.

All insurance documents are to be sent electronically to insurancedocuments.fssa@fssa.in.gov.

17. Nondiscrimination.

Pursuant to the Indiana Civil Rights Law, specifically IC § 22-9-1-10, and in keeping with the purposes of the federal Civil Rights Act of 1964, the Age Discrimination in Employment Act, and the Americans with Disabilities Act:

- A. The Contractor covenants that it shall not discriminate against any employee or applicant for employment relating to this Contract with respect to the hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment, because of the employee's or applicant's race, color, national origin, religion, sex, age, disability, ancestry, status as a veteran, or any other characteristic protected by federal, state, or local law ("Protected Characteristics"). The Contractor certifies compliance with applicable federal laws, regulations, and executive orders prohibiting discrimination based on the Protected Characteristics in the provision of services. Breach of this subparagraph may be regarded as a material breach of this Contract, including for purposes of Indiana Code § 5-11-5.5-2, but nothing in this paragraph shall be construed to imply or establish an employment relationship between the State and any applicant or employee of the Contractor or any subcontractor.
- B. Contractor covenants that it does not and shall not operate any programs or engage in any practices promoting Diversity, Equity, and Inclusion (DEI), or other similar goals, that violate Indiana or Federal Civil Rights Laws by treating a person differently on the basis of race or sex, such as by considering race or sex when making recruitment, hiring, disciplinary, promotion, or employment decisions; requiring employees to participate in training or educational programs that employ racial or sex stereotypes; or attempting to achieve racial or sex balancing in the Contractor's workforce. The Parties agree that a breach of this subparagraph is a material breach of this Contract, including for purposes of Indiana Code §

5-11-5.5-2, but nothing in this paragraph shall be construed to imply or establish an employment relationship between the State and any applicant or employee of the Contractor or any subcontractor.

18. Notice to Parties.

Whenever any notice, statement or other communication is required under this Grant, it will be sent by E-mail or first-class U.S. mail service to the following addresses, unless otherwise specifically advised.

A. Notices to the State shall be sent to:

Davina Brimmer
Indiana Family and Social Services Administration,
Division of Disability, Aging, and Rehabilitative Services
Director, Deaf and Hard of Hearing Services
402 West Washington Street, W453
Indianapolis, IN 46204
317-517-5709
E-mail: Davina.Brimmer@fssa.IN.gov

B. Notices to the Grantee shall be sent to:

Brian Norton
Easterseals Crossroads
4740 Kingsway Drive
Indianapolis, IN 46205
317-466-1000 ext. 2460
E-mail: bnorton@eastersealscrossroads.org

Katy Kelly-Rademacher
Easterseals Crossroads
4740 Kingsway Drive
Indianapolis, IN 46205
Email: krademacher@eastersealscrossroads.org

As required by IC § 4-13-2-14.8, payments to the Grantee shall be made via electronic funds transfer in accordance with instructions filed by the Grantee with the Indiana State Comptroller.

19. Order of Precedence; Incorporation by Reference.

Any inconsistency or ambiguity in this Grant Agreement shall be resolved by giving precedence in the following order: (1) requirements imposed by applicable federal or state law, including those identified in paragraph 24, below, (2) this Grant Agreement, (3) Exhibits prepared by the State, (4) Invitation to Apply for Grant; (5) the Grant Application; and (6) Exhibits prepared by Grantee. All of the foregoing are incorporated fully herein by reference.

20. Public Record.

The Grantee acknowledges that the State will not treat this Grant as containing confidential information, and the State will post this Grant on the transparency portal as required by Executive Order 05-07 and IC § 5-14-3.5-2. Use by the public of the information contained in this Grant shall not be considered an act of the State.

21. Termination for Breach.

- A. Failure to complete the Project and expend State, local and/or private funds in accordance with this Grant Agreement may be considered a material breach, and shall entitle the State to suspend grant payments, and to suspend the Grantee's participation in State grant programs until such time as all material breaches are cured to the State's satisfaction.
- B. The expenditure of State or federal funds other than in conformance with the Project or the Budget may be deemed a breach. The Grantee explicitly covenants that it shall promptly repay to the State all funds not spent in conformance with this Grant Agreement.

22. Termination for Convenience.

Unless prohibited by a statute or regulation relating to the award of the Grant, this Grant Agreement may be terminated, in whole or in part, by the State whenever, for any reason, the State determines that such termination is in the best interest of the State. Termination shall be effected by delivery to the Grantee of a Termination Notice, specifying the extent to which such termination becomes effective. The Grantee shall be compensated for completion of the Project properly done prior to the effective date of termination. The State will not be liable for work on the Project performed after the effective date of termination. In no case shall total payment made to the Grantee exceed the original grant.

23. Travel.

No expenses for travel will be reimbursed unless specifically authorized by this Grant.

24. Federal and State Third-Party Contract Provisions.

If part of this Grant involves the payment of federal funds, the Grantee and, if applicable, its contractors shall comply with the federal provisions described in the exhibits to this Grant listed in Section 1.

25. Provision Applicable to Grants with tax-funded State Educational Institutions: "Separateness" of the Parties.

The State acknowledges and agrees that because of the unique nature of State Educational Institutions, the duties and responsibilities of the State Educational Institution in these Standard Conditions for Grants are specific to the department or unit of the State Educational Institution. The existence or status of any one contract or grant between the State and the State Educational Institution shall have no impact on the execution or performance of any other contract or grant and shall not form the basis for termination of any other contract or grant by either party.

26. State Boilerplate Affirmation Clause.

I swear or affirm under the penalties of perjury that I have not altered, modified, changed or deleted the State's standard contract clauses (as contained in the most current *State of Indiana SCM Template*) in any way except as follows:

- 3. Implementation and Reporting on the Project: *Exhibit reference modified.*
- 5. Grant Funding: *Exhibit reference modified.*
- 6. Payment of Claims: *Modified.*
- 7. Project Monitoring by the State: *Exhibit reference modified.*
- 8. Compliance with Audit and Reporting Requirements, Maintenance of Records: *Exhibit reference modified.*

16. Insurance: *Modified.*

24. Federal and State Third-Party Contract Provisions: *Exhibit reference modified.*

27. Confidentiality, Security, and Privacy of Personal Information: *Added.*

27. Confidentiality, Security, and Privacy of Personal Information.

Terms used, but otherwise not defined in this Grant shall have the same meaning as those found in 45 CFR Parts 160, 162, and 164.

- A. **"HIPAA"** means the Health Insurance Portability and Accountability Act of 1996 (sections 1171 through 1179 of the Social Security Act), including any subsequent amendments to such Act.
- B. **"HIPAA Rules"** mean the rules adopted by and promulgated by the US Department of Health and Human Services ("**HHS**") under HIPAA and other relevant federal laws currently in force or subsequently made, such as the Health Information Technology for Economic and Clinical Health Act ("**HITECH**"), as enumerated under 45 CFR Parts 160, 162, and 164, including without limitation any and all additional or modified regulations thereof. Subsets of the HIPAA Rules include:
 - 1) **"HIPAA Enforcement Rule"** as defined in 45 CFR Part 16
 - 2) **"HIPAA Security Rule"** as defined in 45 CFR Part 164, Subparts A and C;
 - 3) **"HIPAA Breach Rule"** as defined in 45 CFR Part 164, Subparts A and D; and
 - 4) **"HIPAA Privacy Rule"** as defined in 45 CFR Part 164, Subparts A and E.
- C. If Grantee is deemed a Business Associate to the State, Grantee is hereby authorized by the State to create, receive, maintain, and/or transmit Protected Health Information ("**PHI**") and other Personally Identifiable Information (meaning personal information as collectively defined in IC 4-1-6-1 and IC 4-1-11-3, "**PII**") on the State's behalf pursuant to and consistent with the Services performed by Grantee under this Grant.
- D. Grantee agrees that as a Business Associate to the State it is obligated to comply with the HIPAA Rules, as such Rules apply to Business Associates, throughout the term of this Grant and thereafter as may be required by federal law and such compliance will be at Grantee's sole expense. Further:
 - 1) Grantee will not use or further disclose PHI or PII except as expressly permitted by this Grant or as required by law. Grantee understands that this prohibition expressly applies to any information provided by the Social Security Administration, directly or through the State. It is further provided that nothing in this Grant shall be construed to permit Grantee use or disclose PHI in a manner that would violate the provisions of the HIPAA Privacy Rule as such Rule applies to the State with regard to the Services performed by Grantee under this Grant or otherwise cause the State to be non-compliant with the HIPAA Privacy Rule.
 - 2) Grantee understands it must fully comply with the HIPAA Security Rule and will employ appropriate and compliant safeguards to reasonably prevent the use or disclosure of PHI and PII other than as permitted by this Grant or required by the HIPAA Privacy Rule. Such safeguards will be designed, implemented, operated, and managed by Grantee at Grantee's sole expense and following the Grantee's best professional judgment regarding such safeguards. Upon the State's reasonable request, Grantee will review such safeguards with the State. Grantee will implement the following HIPAA requirements for any forms of PHI or PII that the Grantee receives, maintains, or transmits on behalf of the

State:

- a) Administrative safeguards under 45 CFR 164.308;
 - b) Physical safeguards under 45 CFR 164.310;
 - c) Technical safeguards under 45 CFR 164.312; and
 - d) Policies and procedures and documentation requirements under 45 CFR 164.316.
- 3) Grantee understands that it is subject to the HIPAA Enforcement Rule under which Grantee may be subject to criminal and civil penalties for violations of and non-compliance with the HIPAA Rules.

E. Improper Disclosure, Security Incident, and Breach Notification.

- 1) Grantee understands that it is subject to the HIPAA Breach Rule.
- 2) For the purposes of this Grant, the term Breach has the same meaning as defined in the HIPAA Breach Rule. The term "**Security Incident**" shall mean an action or event that has resulted in the improper use or disclosure of PHI or PII in Grantee's safekeeping (in violation of this Grant and/or in violation of the HIPAA Privacy Rule), the reasonable possibility or suspected possibility that an improper use or disclosure of PHI or PII may have occurred, or circumstances in which PHI or PII has been exposed to an opportunity for improper use or disclosure.
- 3) If a Security Incident occurs or if Grantee suspects that a Security Incident may have occurred with respect to PHI and/or PII in Grantee's safekeeping:
 - a) Grantee shall notify the State of the Security Incident within one (1) business day of when Grantee discovered the Security Incident; such notification shall be made to the FSSA Privacy & Security Office in a manner reasonably prescribed by the FSSA Privacy & Security Officer and shall include as much detail as the Grantee reasonably may be able to acquire within the one (1) business day.
 - b) For the purposes of such Security Incidents, "**discovered**" and "**discovery**" shall mean the first day on which such Security Incident is known to the Grantee or, by exercising reasonable diligence, would have been known to the Grantee. Regardless of whether the Grantee failed to exercise reasonable diligence, improperly delaying the notification of discovery beyond the one day requirement, the Grantee will notify the FSSA Privacy & Security Office within one day of gaining actual knowledge of a breach.
 - c) In collaboration with the FSSA Privacy & Security Office, Grantee shall undertake all commercially reasonable efforts necessary to thoroughly investigate the Security Incident and to provide all results of such investigation to the FSSA Privacy & Security Office, including but not limited to Grantee personnel involved, source and cause of the Security Incident, specific information disclosed, disclosure victims (those whose PHI/PII was disclosed), disclosure recipients, supporting materials, actions taken to mitigate or stop the Security Incident, and similar details.
 - d) Grantee's investigation must be undertaken expeditiously and completed to the extent that a determination of whether a Breach has occurred can be reasonably made, including the identification of the victims or likely victims, within a reasonable timeframe as mutually agreed upon with the FSSA Privacy & Security Office, from the date of discovery of the Security Incident. Grantee shall provide details of its investigation to the FSSA Privacy & Security Office on an ongoing basis until the investigation is

complete.

- e) Grantee and the FSSA Privacy & Security Office will collaborate on the results of Grantee's investigation; the determination as to whether a Breach has occurred rests solely with the FSSA Privacy & Security Office.
- f) If it is determined by the FSSA Privacy & Security Office that a Breach has occurred:
 - (i) Grantee agrees that it shall be responsible for, including all costs with respect to, fulfilling the State's and/or Grantee's obligations for notice to all of the known and suspected victims of the Breach. Such notice shall comply with the HIPAA Breach Rule notification requirements and/or applicable notification requirements under State law.
 - (ii) Grantee further agrees that such notification will be made under its name, unless otherwise specified by the FSSA Privacy & Security Office. Grantee will coordinate its Breach notification efforts with the FSSA Privacy & Security Office; the FSSA Privacy & Security Office will approve Grantee's Breach notification procedures and plans, including the format and content of the notice(s) prior to such notification being made.
 - (iii) Grantee accepts full responsibility for the Breach and any resulting losses or damages incurred by the State or any victim of the Breach.
 - (iv) Grantee will undertake all commercially reasonable efforts necessary to mitigate any deleterious effects of the Breach for the known and suspected victims of the Breach.
 - (v) The State, through the FSSA Privacy & Security Office, will make the appropriate notifications to HHS and/or the applicable State agencies with respect to the Breach, unless the Grantee is directed to do so by the FSSA Privacy & Security Office.
- g) Grantee will undertake commercially reasonable corrective actions to eliminate or minimize to the greatest degree possible the opportunity for an identified Security Incident to reoccur and provide the FSSA Privacy & Security Office with its plans, status updates, and written certification of completion regarding such corrective actions.
- F. Subcontractors. Grantee agrees that in accordance with the HIPAA Privacy Rule any subcontractors engaged by Grantee (in compliance with this Grant) that will create, receive, maintain, or transmit State PHI/PII on Grantee's behalf will contractually agree to the same restrictions, conditions, and requirements that apply to Grantee with respect to such PHI/PII.
- G. Access by Individuals to their PHI. Grantee acknowledges that in accordance with the HIPAA Privacy Rule individuals for whom Grantee has direct possession of their PHI on the State's behalf have the right to inspect and amend their PHI, and have the right for an accounting of uses and disclosures of such PHI, except as otherwise provided therein. Grantee shall provide such right of inspection, amendment, and accounting of disclosures to such individuals upon reasonable request by the State (or by such individuals if the State directly refers such individuals to Grantee). In situations in which Grantee does not have direct possession of such PHI, then the State shall be responsible for such inspection, amendment, and accounting of disclosures rights by individuals.
- H. Access to Records. Grantee shall make available to HHS and/or the State, Grantee's internal practices, books, and records relating to the use and disclosure of PHI and PII provided to Grantee by the State or created, received, maintained, or transmitted by Grantee on the

State's behalf. Grantee shall promptly inform the State by giving notice to the FSSA Privacy & Security Office of any request by HHS (or its designee) for such internal practices, books, and/or records and shall provide the State with copies of any materials or other information made available to HHS.

- I. Return of Protected Health Information. Upon request by the State or upon termination of this Grant, Grantee will, at the State's sole option, either return or destroy all copies of any PHI or PII provided to Grantee by the State, including PHI or PII created, received, maintained, or transmitted by Grantee on the State's behalf and Grantee shall warrant in writing that it has returned or destroyed such PHI and/or PII. Further, upon termination of this agreement Grantee will not retain any copies of any such PHI and PII and shall warrant same in writing.
- J. At the sole discretion of the State, the State may terminate this Grant for Grantee's material breach of this Section.
- K. Grantee agrees to participate in a disaster recovery plan, as appropriate to the Grantee's Services, as determined by the State to be necessary to uphold integral business functions in the event of an unforeseen disaster.
- L. Drug and Alcohol Records. In the performance of the Services under this Grant, Grantee may have access to confidential information regarding alcohol and drug abuse patient records. Grantee agrees that such information is confidential and protected information and promises and assures that any such information, regardless of form, disclosed to Grantee for the purposes of this Grant will not be disclosed or discussed with others without the prior written consent of the State. The Grantee and the State will comply with the applicable requirements of 42 CFR Part 2 and any other applicable federal or state law or regulatory requirement concerning such information. The Grantee will report any unauthorized disclosures of such information in compliance with Section 25.F.
- M. Confidentiality of State Information. The Grantee understands and agrees that data, materials, and information disclosed to the Grantee may contain confidential and protected information. The Grantee covenants that data, material and information gathered, based upon or disclosed to the Grantee for the purpose of this Grant, will not be disclosed to or discussed with third parties without the prior written consent of the State.

The parties acknowledge that the services to be performed by Grantee for the State under this Grant may require or allow access to data, materials, and information containing Social Security numbers maintained by the State in its computer system or other records. In addition to the covenant made above in this section and pursuant to 10 IAC 5-3-1(4), the Grantee and the State agree to comply with the provisions of IC 4-1-10 and IC 4-1-11. If any Social Security number(s) is/are disclosed by Grantee, Grantee agrees to pay the cost of the notice of disclosure of a breach of the security of the system in addition to any other claims and expenses for which it is liable under the terms of this Grant. The Grantee shall report any unauthorized disclosures of Social Security numbers to the FSSA Privacy & Security Office within one (1) business day of the date of discovery.

- N. Grantee will indemnify and hold the State harmless from any loss, damage, costs, expense, judgment, sanction or liability, including, but not limited to, attorneys' fees and costs, that the State incurs or is subject to, as a result of a breach of this Section by the Grantee or any subcontractor, agent or person under Grantee's control. In the event a claim is made against the State for any such claim, cause of action, liability, damage, cost or expense, State may, at its sole option: (i) tender the defense to Grantee, who shall provide qualified and competent counsel to represent the State interest at Grantee's expense; or (ii) undertake its own defense, utilizing such professionals as it deems reasonably necessary, holding Grantee responsible for all reasonable costs thereof. In any event, State shall have the sole right to

control and approve any settlement or other compromise of any claim brought against it that is covered by this Section.

Grantee shall adhere to all relevant FSSA Application Security policies located at <http://in.gov/fssa/4979.htm> for any related activities provided to FSSA under this Grant. Grantee is responsible for validating that any subcontractors they engage will also comply with these policies. Any exceptions to these policies require written approval from the FSSA Privacy & Security Office.

Non-Collusion, Acceptance

The undersigned attests, subject to the penalties for perjury, that the undersigned is the Grantee, or that the undersigned is the properly authorized representative, agent, member or officer of the Grantee. Further, to the undersigned's knowledge, neither the undersigned nor any other member, employee, representative, agent or officer of the Grantee, directly or indirectly, has entered into or been offered any sum of money or other consideration for the execution of this Grant Agreement other than that which appears upon the face hereof. **Furthermore, if the undersigned has knowledge that a state officer, employee, or special state appointee, as those terms are defined in IC § 4-2-6-1, has a financial interest in the Grant, the Grantee attests to compliance with the disclosure requirements in IC § 4-2-6-10.5.**

Agreement to Use Electronic Signatures

I agree, and it is my intent, to sign this Contract by accessing State of Indiana Supplier Portal using the secure password assigned to me and by electronically submitting this Contract to the State of Indiana. I understand that my signing and submitting this Contract in this fashion is the legal equivalent of having placed my handwritten signature on the submitted Contract and this affirmation. I understand and agree that by electronically signing and submitting this Contract in this fashion I am affirming to the truth of the information contained therein. I understand that this Contract will not become binding on the State until it has been approved by the Department of Administration, the State Budget Agency, and the Office of the Attorney General, which approvals will be posted on the Active Contracts Database: <https://secure.in.gov/apps/idoa/contractsearch/>

In Witness Whereof, the Grantee and the State have, through their duly authorized representatives, entered into this Grant Agreement. The parties, having read and understood the foregoing terms of this Grant Agreement, do by their respective signatures dated below agree to the terms thereof.

Crossroads Rehabilitation Center

Signed by:
By: 
0F1D93C44CF34FE...

Title: President & CEO

Date: 6/11/2026 | 13:03 EDT

Indiana Family & Social Services Administration,
Division of Disability, Aging, & Rehabilitative
Services

Signed by:
By: 
28B0265524AB48A...

Title: Director of DDRS

Date: 6/11/2026 | 13:05 EDT

Electronically Approved by: Department of Administration By: _____ (for) Brandon Clifton, Commissioner	
Electronically Approved by: State Budget Agency By: _____ (for) Chad Ranney, State Budget Director	Electronically Approved as to Form and Legality by: Office of the Attorney General By: _____ (for) Theodore E Rokita, Attorney General

EXHIBIT 1
FEDERAL FUNDING INFORMATION AND ANNUAL FINANCIAL REPORT FOR NON-GOVERNMENTAL ENTITIES

FEDERAL FUNDING INFORMATION

Federal Agency	Federal Award Identification Number (FAIN)	Assistance Listing # (formerly CFDA #)	Award Name	Award Date	Project Period Start Date	Project Period End Date	Liquidation Deadline per NOA	Federal Amount Awarded to State	Amount Awarded to Grantee	Match Requirements	R/D	Indirect Costs
U.S. Department of Health and Human Services (HHS)	To Be Provided	93.667	Social Services Block Grant (SSBG)	To Be Provided	10/1/206	9/30/2027	To Be Provided	To Be Provided	\$90,000 FFY27	None	No	No

Subrecipient Notification: The Grantee is a "subrecipient" as defined under 45 C.F.R. 75.2 of federal grant funds as described by 45 C.F.R. 75.351. Therefore, the Grantee shall arrange for a financial and compliance audit that complies with 45 C.F.R. 75.500 et. seq. if required by applicable provisions of 45 C.F.R. 75 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements).

EXHIBIT 1

FEDERAL FUNDING INFORMATION AND ANNUAL FINANCIAL REPORT FOR NON-GOVERNMENTAL ENTITIES

- A. The grant program legislation and program regulation by statutory authority as provided for this program and all other referenced codes and regulations.
- B. 45 CFR Subtitle A, Subchapter A, Part 75 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards.
- C. The HHS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period. (Parts I through III of the HHS GPS are currently available at <https://www.hhs.gov/sites/default/files/grants/grants/policies-regulations/hhsgps107.pdf>.)

The Grantee must comply with all terms and conditions outlined in the award, including grant policy terms and conditions contained in applicable Grant Policy Statements; requirements imposed by program statutes and regulations and grant administration regulations, as applicable; and any regulations or limitations in any applicable appropriations acts.

ANTI-KICKBACK STATUTE

The Grantee must notify all sub awardees of this funding that they are subject to the anti-kickback statute and should be cognizant of the risk of criminal and administrative liability under this statute, 42 U.S.C. § 1320a-7b(b).

VICTIMS OF TRAFFICKING AND VIOLENCE PROTECTION ACT

The Grantee must notify all sub awardees of this funding that they are subject to the requirements of Section 106(g) of the Victims of Trafficking and Violence Protection Act of 2000, as amended (22 U.S.C. § 7104).

ACCESSIBILITY OF SERVICES

The Grantee must notify all sub awardees of this funding that services must not discriminate based on age, disability, sex, race, color, national origin or religion. Recipients must comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 701), the Age Discrimination Act of 1975 (42 U.S.C. § 6101 *et seq.*), and any provisions or regulations required by the implementing Federal Agency providing the funds. Resources are available at: <https://www.federalregister.gov/documents/2000/10/26/00-27306/office-for-civil-rights-amending-the-regulations-governing-nondiscrimination-on-the-basis-of-race>.

Executive Order 13166 requires recipients receiving Federal financial assistance to take steps to ensure that people with limited English proficiency have meaningful access to services. Resources are available at <http://www.lep.gov/13166/eo13166.html>.

FEDERAL INFORMATION SECURITY MANAGEMENT ACT (FISMA)

All pass-through entities and final recipients of this funding must protect all information systems, electronic or hard copy which contains federal data from unauthorized access. Congress and the Office of Management and Budget (OMB) have instituted laws, policies, and directives that govern the creation and implementation of federal information security practices that pertain specifically to grants and contracts. Resources are available at <http://csrc.nist.gov/groups/SMA/fisma/index.html>.

EXHIBIT 1

FEDERAL FUNDING INFORMATION AND ANNUAL FINANCIAL REPORT FOR NON-GOVERNMENTAL ENTITIES

REGISTRATION REQUIREMENTS

The Grantee must notify all sub awardees of this funding that they must register in the System for Award Management (SAM) and maintain the registration with current information. Additional information about registration procedures may be found at www.sam.gov. The entity must always maintain the accuracy and currency of its information in SAM during which the entity has an active award unless the entity is exempt from this requirement under 45 CFR Subtitle A, Subchapter A, Part 75. Additionally, the entity must review and update the information at least annually after the initial registration.

NON-DELIQUENCY ON FEDERAL DEBT

The Grantee must notify all sub awardees of this funding that they are subject to the Federal Debt Collection Procedures Act of 1990, 28 U.S.C. § 3201(e), which imposes restrictions on the transfer of federal funds to persons or entities owing a debt to the United States.

FEDERAL FUNDS DISCLOSURE REQUIREMENTS

Any of the entity's statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs supported in whole or in part by federal funds must state a) the percentage of the total costs of the program or project with federal financing; b) the amount of federal funds for the project or program; and c) the percentage and dollar amount of the total costs of the project or program financed by nongovernmental sources.

"Nongovernmental sources" means sources other than state and local governments and federally recognized Indian tribes.

Publications, journal articles, etc. produced under a grant support project must bear an acknowledgment and disclaimer, as appropriate, for example:

This publication (journal article, etc.) was supported by the Substance Abuse and Mental Health Services, Projects of Regional and National Significance from Department of Health and Human Services. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Department of Health and Human Services.

DOMESTIC PREFERENCE

To the greatest extent practicable, all equipment and products purchased with federal funds should be American made. 2 CFR Subtitle A, Chapter II, Part 200.1 and 200.313 defines equipment as tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000. See also §200.12 Capital assets, §200.20 Computing devices, §200.48 General purpose equipment, §200.58 Information technology systems, §200.89 Special purpose equipment, and §200.94 Supplies.

The recipient of federal funds may use its own property management standards and procedures provided it observes provisions of the relevant sections in the Office of Management and Budget (OMB) 2 CFR Subtitle A, Chapter II, Part 200.500-520.

In accordance with 2 C.F.R. 200.322, as appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products).

EXHIBIT 1

FEDERAL FUNDING INFORMATION AND ANNUAL FINANCIAL REPORT FOR NON-GOVERNMENTAL ENTITIES

FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)

The Federal Funding Accountability and Transparency Act of 2006 (P.L. 109-282, as amended by section 6202(a) of P.L. 110-252) requires the Office of Management and Budget (OMB) to maintain a single, searchable website that contains information on all Federal spending awards. That site is at: <http://www.USAspending.gov>.

Effective October 1, 2010, all State subawards equal to or greater than \$30,000 are subject to the FFATA subaward reporting requirements. For FSSA to comply with federal reporting requirements, the Grantee shall download, complete, and submit State Form 57365, FFATA Transparency Reporting Subawardee Questionnaire. The form can be found at: <https://forms.in.gov/Download.aspx?id=15939>.

Within seven (7) business days of signing this Agreement AND within seven (7) business days of signing subsequent amendments, the Grantee shall submit a completed State Form 57365 via email to: FSSA.grantsoffice@fssa.in.gov. Failure to meet these obligations may be deemed a material breach of this Grant Agreement and grounds for immediate termination and denial of grant opportunities with the State.

FEDERAL LOBBYING REQUIREMENTS

The Grantee shall require the language of subparagraphs A) and B) below in the agreement of all subsequent subawards and that all sub awardees shall certify and disclose accordingly.

- A. The Contractor or Grantee certifies that to the best of its knowledge and belief that no federal appropriated funds have been paid or will be paid, by or on behalf of the entity, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.
- B. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal Contract, contract, loan, or cooperative agreement, the Contractor shall complete and submit "Disclosure Form to Report Lobbying" in accordance with its instructions.

ANNUAL FINANCIAL REPORT FOR NON-GOVERNMENTAL ENTITIES

Guidelines for filing the annual financial report:

1. Filing an annual financial report called an Entity Annual Report (E-1) is required by IC 5-11-1-4. This is done through Gateway which is an on-line electronic submission process.
 - a. There is no filing fee to do this.
 - b. This is in addition to the similarly titled Business Entity Report required by the Indiana Secretary of State.
 - c. The E-1 electronical submission site is found at <https://gateway.ifonline.org/login.aspx>
 - d. The Gateway User Guide is found at <https://gateway.ifonline.org/userguides/E1guide>

EXHIBIT 1

FEDERAL FUNDING INFORMATION AND ANNUAL FINANCIAL REPORT FOR NON-GOVERNMENTAL ENTITIES

- e. The State Board of Accounts may request documentation to support the information presented on the E-1.
 - f. Login credentials for filing the E-1 and additional information can be obtained using the notforprofit@sboa.in.gov email address.
- 2. A tutorial on completing Form E-1 online is available at https://www.youtube.com/watch?time_continue=87&v=nPpgtPcdUcs
 - 3. Based on the level of government financial assistance received, an audit may be required by IC 5-11-1-9.

For more information, please contact the FSSA Division of Finance.

EXHIBIT 2 GRANT ACTIVITIES

Technical Proposal for RFF Case Management

Grant Activities

DDRS/BRS/DHHS seeks to provide funding to a statewide community agency that sub-contracts with providers throughout the State of Indiana to provide case management services under the Increasing Independence Program (IIP). Case Managers provide community support services to enhance independence to individuals who are Deaf, Deaf-Blind, Hard of Hearing who have severe hearing loss and/or becomes Late-Deafened.

Currently, Case Management Services are being provided through written agreements with statewide Case Management Service with five sub-contractors around the state. Through these agreements, Case Managers provide services that enhance independence of individuals who are Deaf or Hard of Hearing who have significant hearing loss. For the year 2024, there were over 1,870 hours of Case Management services were provided across all areas of the state where these case management services are currently available (note, there are currently un-served and under-served areas of the state). In addition to the hours, there were an average of 60 individuals who were served monthly across the state needing services. These numbers are expected to rise in the next year.

Funding

The source of grant funding for IIP Case Management grants is the Title XX Social Services Block Grant (SSBG) funding, which is 100% federal with no state match requirement. Up to \$90,000.00 is available annually to fund the IIP program. It is anticipated that 4-8 individual grants will be awarded at a funding level of \$10,000 - \$30,000 per grant. No individual grant award may exceed \$30,000 annually, and the awarded grant may be less. Any response that includes a budget that exceeds \$30,000 annually will not be considered for funding. It is expected that IIP grants will continue to be provided pending the availability of SSBG funding.

Target Population

The intended target population to be served through this grant are individuals who are Deaf, Deaf-Blind, or Hard of Hearing who have severe hearing loss and/or becomes Late-Deafened and who are at risk of becoming institutionalized or losing their independence. Priority for case management services will be given to 1) persons who are likely to be placed in an institution or nursing home, 2) persons of racial and ethnic minorities or other unserved or underserved populations, and 3) to unserved or underserved geographic areas of the state.

Services

Case managers are expected to assist the person identifying specific services to gain an increased level of independence. The purpose of Deaf and Hard of Hearing Services (DHHS), Increasing Independence Program (IIP), Title XX Social Services Block Grant (SSBG) is to provide specific services to achieve improved independence and self-sufficiency. Increasing Independence Program requires case managers to work with the individuals to determine appropriate goals and/or services, which are measurable, tracked, and achievable for that individual. These goals and/or services will not be the same for each individual as they are based on the individual's needs and services.

For additional information about Title XX SSBG funds can be found at:
<https://www.acf.hhs.gov/ocs/programs/ssbg/about>

Criteria of the Independence Increasing Program (IIP):

1. The individual must:

EXHIBIT 2
GRANT ACTIVITIES

- a. reside in the State of Indiana
 - b. be Deaf, Deaf-Blind, severely Hard of Hearing, and/or has become Late Deafened,
 - c. be 16 years of age or older, and
 - d. be in a position that their independence is in jeopardy or chance of being institutionalized without needed supports.
2. Any other appropriate services designed to assist an individual in coping with daily living activities including accommodation, community, health, home, mental health, social services, and social skills,
 3. Services related to securing housing or shelter, including services related to community group living, that are supportive of the purposes of the Rehabilitation Act of 1973,
 4. Adaptive housing services, including appropriate accommodations to and modifications of any space used to serve, or to be occupied by, individuals, who are Deaf, Deaf-Blind, Hard of Hearing, or/and have become Late Deafened.

Case Management Services are required to but not limited to:

- Educate: individual and/or provider
- Provide Hands-on Training: to assist the individual to become self-sufficient and increase independence
- Information & Referral: referring the client to another resource that meets client's needs
- Assist with Phone calls, Videophone calls, e-mails, and texting: teaching consumers how to appropriately contact persons, businesses, banks, etc., through guidance and support
- Provide Advocacy: actively support consumer, refer, advocate and work as a team to make the needed progress.

Services

Services rendered for individuals under the Improving Independence Program (IIP) must be provided specifically, and solely, for purpose of the individual to gain the skills necessary to increase independence and self-sufficiency.

Case Managers are to provide information to the individual in a manner that the individual can confidently make an informed choice and decide on which service is appropriate for their needs.

In such cases where the individual will not be able to achieve independence, the Case Manager will assist the individual in identifying a trusted person(s) to provide them with long-term assistance for service(s). Case Management Services will not provide services for individuals who are in jail, juvenile, nursing homes, or group homes, except in specific situations which receives advanced approval. Services can be rendered if the individual has a release date from these facilities to become independent, there must be special request and must be approved in advance to move forward. DHHS-SSBG does not include services such as: transportation, direct services to which the client has been referred such as medical, educational, or clinical supervisory activities, educating agencies or business about Deaf and Hard of Hearing in general, teaching American Sign Language classes and/or participation in recreation or socialization activities with a client or their family. Case Management services will then be discontinued. Examples of appropriate services are:

Seven Categories for billable Case Management Services: This is not an inclusive list, merely examples. Case Managers are to access the individual and provide appropriate supports to achieve independence and self-sufficiency. All such supports must be documented, tracked, measured, and reported to DHHS Case Management Director.

EXHIBIT 2
GRANT ACTIVITIES

1. **Accommodations:** Use of Interpreting services and/or CART, appropriate technology for accommodation needs, how to advocate for their need of accommodations, educate the consumer on the proper use of accommodations, proper procedure to procure accommodations, provide assistance if there is a grievance or issue with accommodations and/or how / where to file grievance.
2. **Community:** Use of public transportation, videophone service, available resources in the community, personal ID awareness, housing;
3. **Health:** Dental, medical issues, compliance of medication management, medical equipment, nutritional needs, related to medical care, family planning, cancer/disease, aging, emergency services, death, or life-changing situations;
4. **Home:** Personal/hygiene care, Activities of Daily Living (ADL) banking, budgeting, shopping, grocery shopping, clothing needs, laundry, household cleaning, and financial needs;
5. **Mental Health:** Referring to mental health organizations, counselors, if needed, education on medication, regular attendance of therapy/counseling sessions, providing training on self-care, training/education with consumer in regard to issues with family, employment, education, housing.
6. **Social Services:** Insurance (car, home, health), legal employment, further education, Social Security benefits, Medicaid/Medicare, advocacy;
7. **Social Skills:** Coping skills, anger management, communication breakdown, lack of communication, communication barriers due to limited Minimal Language Skills (MLS), lack of language acquisition/comprehension, conflict with employer or family member, boundary issues, etc.

Documented Measurable Results:

1. Number of consumers served
 - a) New consumers
 - b) Continued consumers
 - c) Unsuccessful Closed consumers
 - d) Successful Closed consumers
 - e) Returned consumers
2. Number of case management hours provided per consumer
 - a) Number of months actively in case management services
 - b) Average monthly hours
 - c) Measurable Progress
3. Monthly Reports must include:
 - a) Intakes
 - I. Intake Application form

EXHIBIT 2
GRANT ACTIVITIES

- a. Intake Questionnaire form
- II. Plan of Action
 - a. List areas / tasks needing improvement
 - b. Tools and/or steps to accomplish tasks or areas
 - c. List referrals or other services needed
- III. SSBG Block Grant Daily Log must include:
 - a. Detailed report summarizing the appointment
 - b. List next steps and/or goals for next appointment
- IV. SSBG Block Grant Monthly Report must include:
 - a. Identify improvements and/or lack of progress
 - b. Summary of consumer's progress and/or lack of progress
- b) Continued Consumers
 - I. Plan of Action
 - a. List areas / tasks needing improvement
 - b. Tools and/or steps to accomplish tasks or areas
 - c. List referrals or other services needed
 - II. SSBG Block Grant Daily Log must include:
 - a. Detailed report summarizing the appointment
 - b. List next steps and/or goals for next appointment
 - III. SSBG Block Grant Monthly Report must include:
 - a. Identify improvements and/or lack of progress
 - b. Summary of consumer's progress and/or lack of progress
- 4. Cases closed
 - a) Services are completed
 - b) Individual is independent
 - c) Consumer does not follow through with task/assignment within 2 months
 - d) Inactive or no-contact status for 2 months
- 5. Statewide Contractor must submit SSBG Forms and/or report summaries from sub-contractors providing case management services to FSSA Program Coordinator:
 - a) Application Form
 - b) Intake Questionnaire Form
 - c) Plan of Action
 - d) Monthly Report
- 6. Invoice
 - a) Within five (5) business days to the FSSA Claims Department
 - b) List dates of appointments
 - c) Hours of service
 - d) Rate
 - e) Mileage

EXHIBIT 2
GRANT ACTIVITIES

- f) FSSA Case Management Program Coordinator receives a copy

Liaison

The liaison, serving as the single point of contact for the statewide Contracted Case Management Services, will be the primary individual responsible for handling paperwork and conducting reviews focused on improving a client's functional abilities. This includes ensuring that services fall within one or more of the seven billable Case Management categories: Accommodations, Community, Health, Home, Mental Health, Social Services, and Social Skills. All documentation must be completed before submitting a Plan of Action (POA) for approval.

The liaison will also be responsible for developing and delivering mandatory training for subcontractors to ensure they fully understand the case management process. DHHS staff will coordinate and collaborate with the liaison for quarterly meetings to review case progress, measurable outcomes, and overall results. Reports requested by DHHS must be submitted within five (5) business days. All services will be reviewed by DHHS Case Management Program Director. Any services needing more explanation, description, and/or documentation should be provided upon request.

EXHIBIT 3
BUDGET

Statewide Case Management Services	
Budget	
10/1/2026-6/30/2027	Award Amount
Case Manager Services	\$15,751.75
CM w/BA or higher	\$49,844.25
Mileage	\$1,904.00
Total	\$67,500.00
7/1/2027 - 9/30/2027	Award Amount
Case Manager Services	\$4,998.00
CM w/BA or higher	\$16,938.00
Mileage	\$564.00
Total	\$22,500.00
Contract Total:	\$90,000.00