

**D12A02**  
**Department of Disabilities**

***Executive Summary***

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The Maryland Department of Disabilities (MDOD) is the principal State agency responsible for developing, maintaining, revising, and enforcing statewide disability policies and standards throughout the units of State government.

***Operating Budget Data***

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	(\$ in Thousands)				
	<u>FY 18</u>	<u>FY 19</u>	<u>FY 20</u>	<u>FY 19-20</u>	<u>% Change</u>
	<u>Actual</u>	<u>Working</u>	<u>Allowance</u>	<u>Change</u>	<u>Prior Year</u>
General Fund	\$3,312	\$3,480	\$3,645	\$165	4.8%
Adjustments	0	10	48	38	
<b>Adjusted General Fund</b>	<b>\$3,312</b>	<b>\$3,490</b>	<b>\$3,693</b>	<b>\$203</b>	<b>5.8%</b>
Special Fund	288	325	328	4	1.1%
Adjustments	0	1	3	2	
<b>Adjusted Special Fund</b>	<b>\$288</b>	<b>\$325</b>	<b>\$331</b>	<b>\$6</b>	<b>1.8%</b>
Federal Fund	7,195	5,308	4,845	-463	-8.7%
Adjustments	0	6	30	24	
<b>Adjusted Federal Fund</b>	<b>\$7,195</b>	<b>\$5,315</b>	<b>\$4,875</b>	<b>-\$439</b>	<b>-8.3%</b>
Reimbursable Fund	1,047	246	769	523	213.1%
Adjustments	0	0	0	0	
<b>Adjusted Reimbursable Fund</b>	<b>\$1,047</b>	<b>\$246</b>	<b>\$769</b>	<b>\$523</b>	<b>213.1%</b>
<b>Adjusted Grand Total</b>	<b>\$11,842</b>	<b>\$9,376</b>	<b>\$9,669</b>	<b>\$293</b>	<b>3.1%</b>

Note: The fiscal 2019 appropriation includes deficiencies, a one-time \$500 bonus, and general salary increases. The fiscal 2020 allowance includes general salary increases.

- The increase in the allowance is driven by a \$663,012 increase in reimbursable funds for the Money Follows the Person Peer Outreach and Support Program, partially offset by a \$544,306 decrease in the federal Promoting Readiness of Minors in Supplemental Security Income (PROMISE) grant.

Note: Numbers may not sum to total due to rounding.

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## ***Personnel Data***

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	<b><u>FY 18 Actual</u></b>	<b><u>FY 19 Working</u></b>	<b><u>FY 20 Allowance</u></b>	<b><u>FY 19-20 Change</u></b>
Regular Positions	27.60	27.80	27.80	0.00
Contractual FTEs	<u>3.80</u>	<u>2.60</u>	<u>2.80</u>	<u>0.20</u>
<b>Total Personnel</b>	<b>31.40</b>	<b>30.40</b>	<b>30.60</b>	<b>0.20</b>

### ***Vacancy Data: Regular Positions***

Turnover and Necessary Vacancies, Excluding New Positions	0.57	2.14%
Positions and Percentage Vacant as of 12/31/18	5.00	17.99%

- As of December 31, 2018, MDOD has a vacancy rate of 17.99%, or 5 positions. The department has 4.43 more vacancies than needed to meet the turnover expectancy of 2.14%.

## ***Key Observations***

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- ***PROMISE Program Implementation Ends:*** Federal fiscal 2018 was the final year of implementation for the Maryland PROMISE program, which received federal funds to establish and operate demonstration programs designed to improve the education and employment outcomes of youth receiving Supplemental Security Income benefits and their families. MDOD is closing out the program and working with federal and interagency partners to study the results of the intervention services.

## **Operating Budget Recommended Actions**

1. Concur with Governor’s allowance.

**D12A02**  
**Department of Disabilities**

***Operating Budget Analysis***

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**Program Description**

The Maryland Department of Disabilities (MDOD) focuses on increasing the capacity of Maryland communities to provide services in inclusive settings – creating a citizen-centered delivery system that allows individuals with disabilities to make meaningful choices and maintain control of their lives. The department also provides information, referral services, and expertise on the law. MDOD provides advocacy and guidance to construct a service delivery system that is seamless, responsive, and coordinated; brings elevated expectations about the capacities of individuals with disabilities; and incorporates accessible design into communities and technologies. As part of this work, MDOD directs the development and implementation of the *State Disabilities Plan*.

MDOD administers the following programs:

- ***Constituent Services Program:*** Provides information, referrals, resource listings, and access assistance to individuals with disabilities, their families, and their caregivers.
- ***Attendant Care Program:*** Provides financial reimbursement for eligible individuals with chronic or severe physical disabilities who require attendant services.
- ***Maryland Technology Assistance Program:*** Provides technical assistance statewide for individuals with disabilities by making disability-related technology more readily available.
- ***Access Maryland Program:*** Brings State-owned facilities into compliance with State and federal access requirements for people with disabilities.

Key goals for MDOD are:

- that persons with disabilities improve their quality of life by acquiring assistive technology to work, operate businesses, excel in school, live in safe and accessible homes, enjoy independent transportation, and gain greater access to their communities;
- that persons with disabilities have community-based, self-directed, long-term services that enable them to live in the community;
- that persons with disabilities have access to reliable transportation options;
- that persons with disabilities have access to integrated training and employment options in the community;

- that persons with disabilities have access to affordable, accessible housing in communities of their choosing; and
- that Maryland’s State facilities and technology are accessible and universally designed, promoting independence and participation of people with disabilities.

## **Performance Analysis: Managing for Results**

In its annual Managing for Results (MFR) submission, MDOD presents information not only on programs administered directly by MDOD but on programs that other State agencies oversee that serve individuals with disabilities. These MFR measures demonstrate MDOD’s role as a coordinating agency and highlight key areas of service for individuals with disabilities, such as employment, housing, community-based services, and transportation.

MDOD also produces the *State Disabilities Plan* and *Annual State Progress Analysis*. Chapter 207 of 2010 requires the *State Disabilities Plan* to be revised every four years. The latest update was completed early in 2016 and focuses on 12 positive outcomes:

- expanded opportunities for self-directed supports and services;
- increased availability of integrated, affordable, and accessible housing options;
- improved access to reliable transportation options;
- increased opportunities for competitive, integrated employment;
- improved opportunities for children, youth, and life-long learners to access education;
- improved opportunities for financial independence and stability;
- increased access to physical and behavioral health care;
- expanded access to family supports;
- appropriate interactions with law enforcement and public safety services;
- appropriate, accessible communication during emergencies;
- equal opportunity for participation in State government; and
- increased transparent and timely information about government services.

Each year, different aspects of MDOD’s work are reviewed in the budget analysis. This year’s focus is on (1) housing and (2) employment and training.

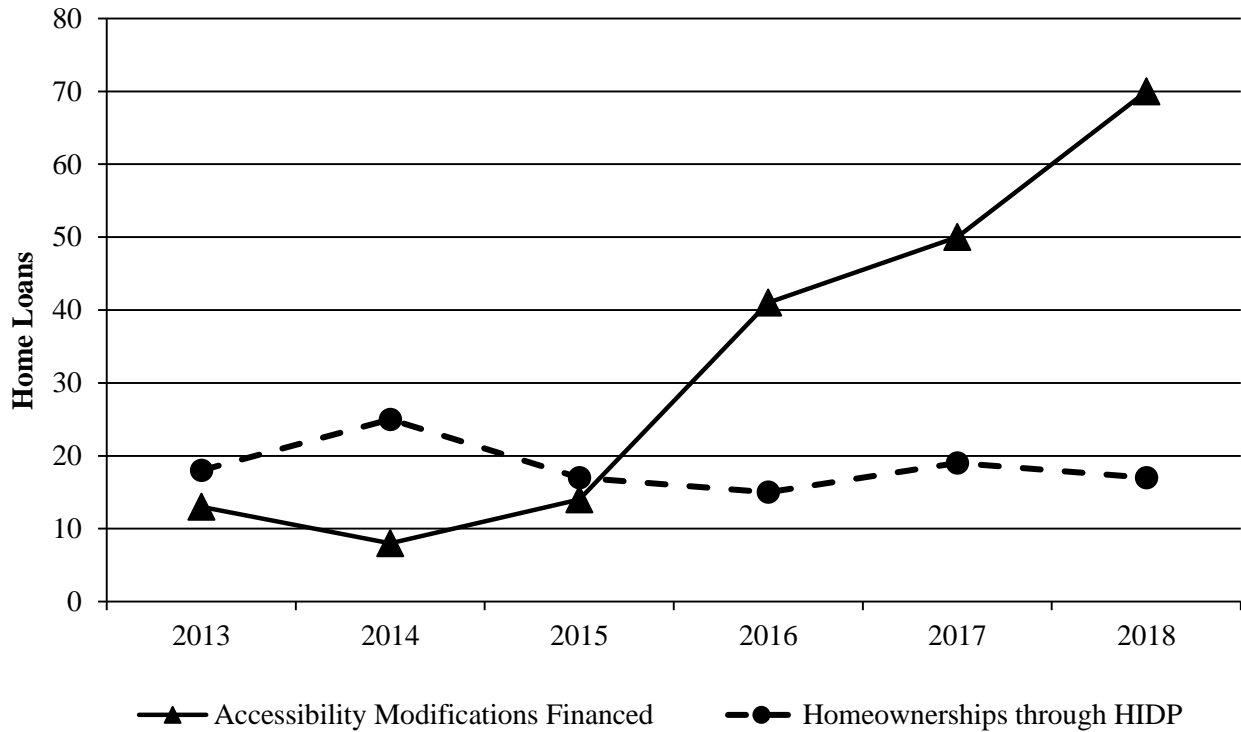
## **1. Housing**

The *State Disabilities Plan* outlines three strategies for increasing the availability of housing options for individuals with disabilities: improving the quantity of, and access to, integrated and affordable rental housing; supporting opportunities for home ownership for people and families with disabilities; and improving access to, and knowledge of, home modifications and assistive technology to help people remain in their homes. One ongoing MDOD initiative to support low-income individuals with disabilities to find affordable housing is the Housing Registry. This online service is an interagency effort with MDOD, the Department of Housing and Community Development (DHCD), and the Maryland Department of Health (MDH) to connect people with disabilities to affordable housing opportunities. **The Secretary should describe the housing programs that are listed in the Housing Registry and discuss the steps that are being taken to increase available and accessible affordable housing.**

MDOD also collaborates with DHCD to report on performance measures related to housing accessibility and support, as shown in **Exhibit 1**. DHCD administers the Homeownership for Individual with Disabilities Program, which offers home loans to individuals with disabilities or a guardian for an immediate family member with a disability. Since fiscal 2015, the number of home loans closed by DHCD for qualified applicants has remained steady at approximately 17 loans per fiscal year.

In addition to home loans, DHCD offers grants or loans for accessibility-related home improvements through a program called Accessible Homes for Seniors program. This program has expanded greatly in recent years with DHCD closing 62 more grants and loans for individuals ages 55 and older in fiscal 2018 than in fiscal 2015. DHCD attributes this sharp increase to more local community outreach presentations targeting homeowners who are interested in options to age in place. There has also been a greater effort to link individuals in other programs who are requesting repairs to accessibility modifications if they fit the guidelines.

**Exhibit 1**  
**Housing Accessibility and Support Measures**  
**Fiscal 2013-2018**



HIDP: Homeownership for Individuals with Disabilities Program

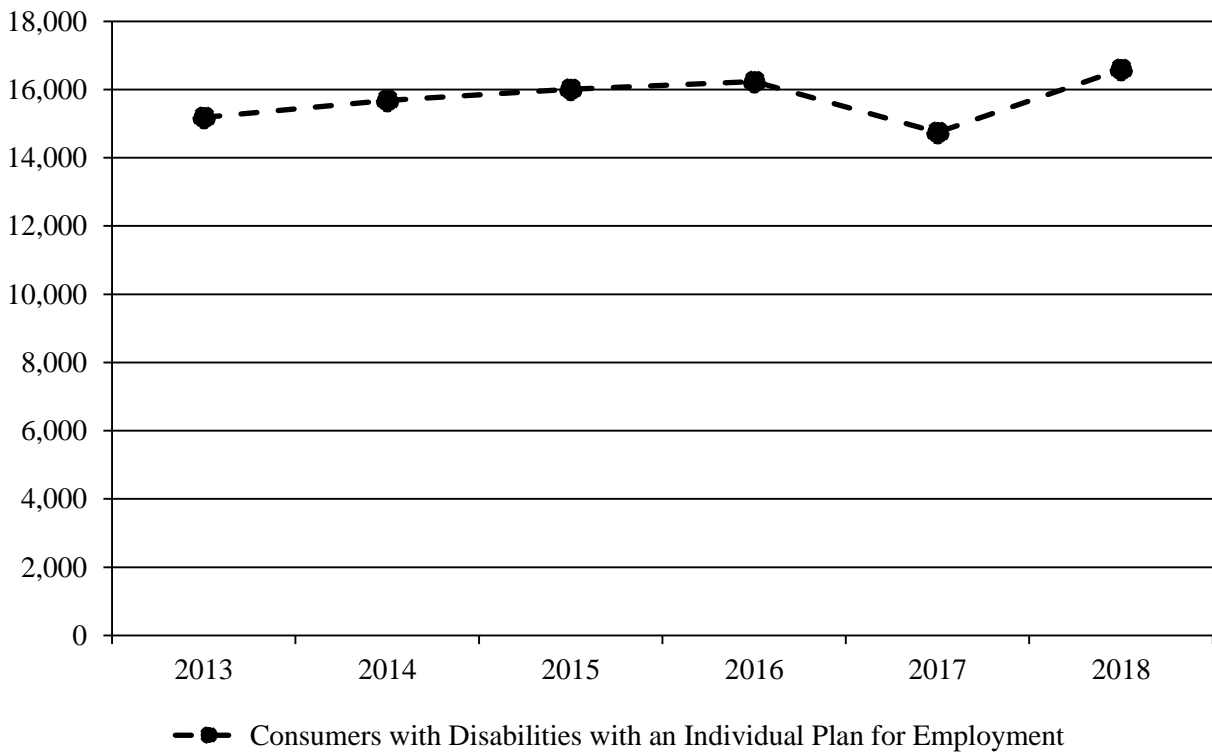
Source: Department of Housing and Community Development

## 2. Employment and Training

To ensure that there are increased opportunities for competitive and integrated employment, the State has a strategy to ensure that individuals with disabilities are given appropriate services, training, and supports needed to enter and remain in the workforce. The department offers resources for employers and job seekers on its website to help match individuals with disabilities to employment opportunities. Individuals with disabilities also participated in the Promoting Readiness of Minors in Supplemental Security Income (PROMISE) program, which provided interventions including coordinated and assertive community-based case management, benefits counseling, and paid and unpaid work experiences for youth.

**Exhibit 2** displays recent trends in the numbers of consumers with an Individualized Plan for Employment (IPE). The Department of Rehabilitation Services (DORS) under the Maryland State Department of Education reports on the number of individuals ages 16 to 64 with an open IPE that is developed to achieve the individual’s employment goal, taking into account the individual’s strengths, resources, priorities, capabilities, interests, and informed choice. DORS then provides services, such as assessments for determining vocational rehabilitation needs, vocational counseling and guidance, diagnosis and treatment of physical and mental impairments, interpreter services, and supported employment services. Individuals with IPEs can be at different stages, such as job ready or employed.

**Exhibit 2**  
**Consumers with an Individualized Plan for Employment**  
**Federal Fiscal 2013-2018**



Source: Maryland State Department of Education

The number of consumers with an IPE increased slightly from federal fiscal 2013 to 2016, but decreased sharply by 1,487 consumers in federal fiscal 2017. DORS attributes this decline to contacting consumers and closing cases for individuals no longer interested in receiving services. DORS indicates that the cases were mainly closed due to consumers no longer needing vocational rehabilitation services, securing employment independently or with assistance from other agencies, having concerns

that impacted their ability to participate in employment activities, or failing to respond to multiple methods of contact.

Although the number of open IPEs began at a lower level in federal fiscal 2018, the measure increased back to federal fiscal 2016 levels. DORS indicates that this increase is primarily due to removing 1,496 eligible individuals from the waiting list for services. Federal law requires that DORS serves people with the most significant disabilities first, and the current waitlist is 2,478 individuals in category 2, considered significantly disabled. DORS reports that individuals in category 2 can expect to be on the waitlist for 36 months, and individuals in category 3 are not expected to receive services in the foreseeable future. **MDOD should comment on whether it refers individuals to DORS to create an IPE. MDOD should also discuss where it refers individuals with disabilities to participate in employment services and programs.**

## **Fiscal 2019 Actions**

### **Proposed Deficiency**

Personnel costs in MDOD increase by \$3,014 for a 0.5% general salary increase and \$13,962 for a one-time bonus.

## **Fiscal 2020 Allowance**

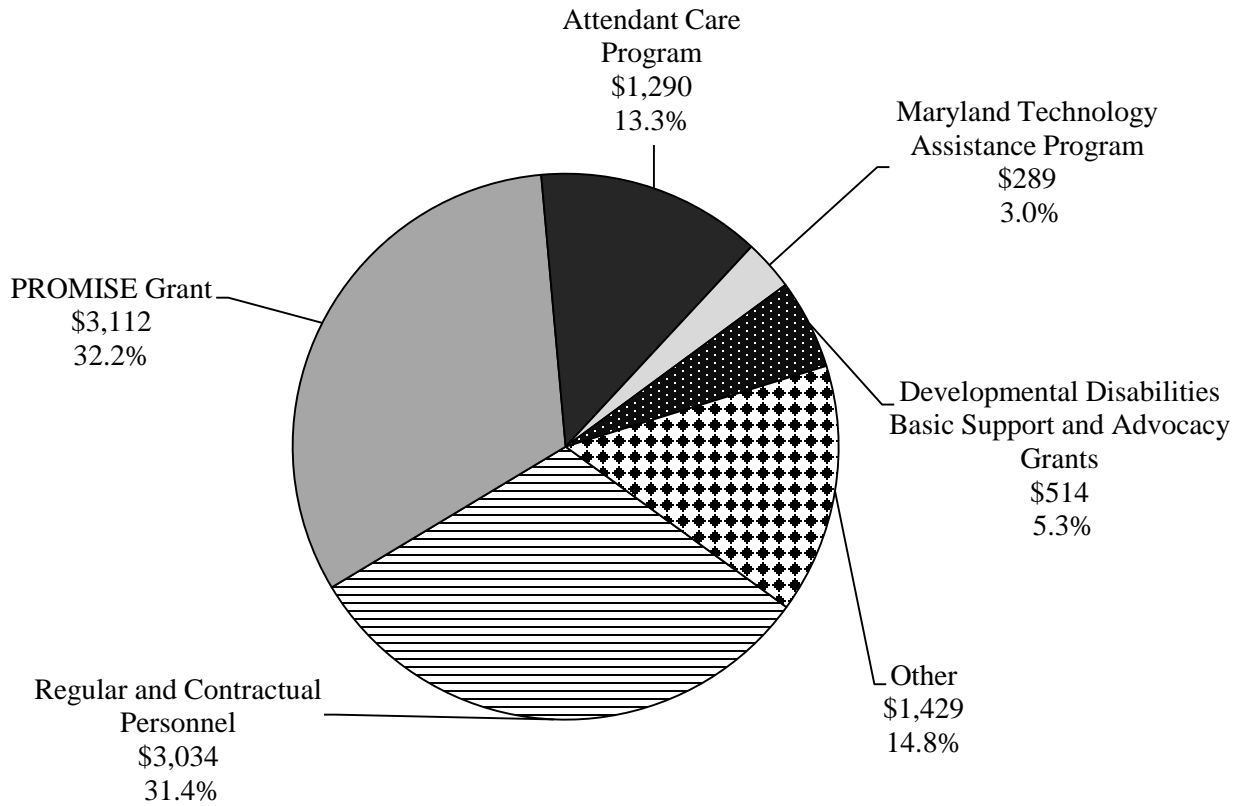
### **Overview of Agency Spending**

The fiscal 2020 allowance for MDOD totals \$9.7 million, including adjustments for statewide general salary increases. As shown in **Exhibit 3**, MDOD spends a majority of these funds to administer multiple programs and grants. Expenditures for the federal PROMISE grant program make up the largest share of the fiscal 2020 allowance with \$3.1 million in federal funds, or 32.2%. Personnel expenses comprise the next largest share, 31.4%, for staff members who coordinate MDOD activities. A portion of the funds under regular and contractual personnel also support the Constituent Services program, which provides information, referrals, and technical assistance to stakeholders who contact MDOD for assistance.

MDOD also administers the Access Maryland program to assist the State in complying with the federal Americans with Disabilities Act of 1990 by eliminating architectural barriers in State-owned facilities. However, funding for this program (\$1.7 million in fiscal 2020) appears in the capital budget.



**Exhibit 3**  
**Fiscal 2020 Allowance by Program**  
**(\$ in Thousands)**



**Total Expenditures = \$9,669**

PROMISE: Promoting Readiness of Minors in Supplemental Security Income

Source: Maryland Department of Disabilities

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## Proposed Budget Change

As shown in **Exhibit 4**, the fiscal 2020 adjusted allowance increases by \$293,096, or 3.1%, compared to the fiscal 2019 working appropriation.

**Exhibit 4**  
**Proposed Budget**  
**Department of Disabilities**  
**(\$ in Thousands)**

<b>How Much It Grows:</b>	<b><u>General Fund</u></b>	<b><u>Special Fund</u></b>	<b><u>Federal Fund</u></b>	<b><u>Reimb. Fund</u></b>	<b><u>Total</u></b>
Fiscal 2018 Actual	\$3,312	\$288	\$7,195	\$1,047	\$11,842
Fiscal 2019 Working Appropriation	3,490	325	5,315	246	9,376
Fiscal 2020 Allowance	<u>3,693</u>	<u>331</u>	<u>4,875</u>	<u>769</u>	<u>9,669</u>
Fiscal 2019-2020 Amount Change	\$203	\$6	-\$439	\$523	\$293
Fiscal 2019-2020 Percent Change	5.8%	1.8%	-8.3%	213.1%	3.1%

**Where It Goes:**

**Personnel Expenses**

Fiscal 2020 3% general salary increase, partially offset by costs from fiscal 2019 0.5% general salary increase .....	\$78
Regular earnings including annualization of fiscal 2019 2% general salary increase .....	43
Retirement contributions .....	25
Reclassification .....	16
Other fringe benefit adjustments .....	-10
One-time fiscal 2019 \$500 bonus .....	-14
Turnover adjustments .....	-20
Employee and retiree health insurance .....	-210

**Office for Individuals with Disabilities**

Contracts for eight vendors to provide the Money Follows the Person Peer Outreach and Support program in partnership with MDH (reimbursable funds) .....	663
Statewide cost allocations .....	112
Rent .....	11
Other .....	-5
Expenditures for nonvisual access initiative grants .....	-38
Conclusion of the PROMISE grant (federal funds), nonpersonnel expenses .....	-430

**Where It Goes:**

**Technology Assistance Program**

Expansion of an assistive technology co-operative buying program statewide.....	46
Contract to provide assistive technology equipment demonstration and loan services in Southern Maryland .....	25
<b>Total</b>	<b>\$293</b>

MDH: Maryland Department of Health

PROMISE: Promoting the Readiness of Minors in Supplemental Security Income

Note: Numbers may not sum to total due to rounding.

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**Money Follows the Person Peer Outreach, Services, and Supports**

MDOD reports a \$663,012 increase for the Money Follows the Person (MFP) Peer Outreach, Services, and Supports Memorandum of Understanding (MOU) with MDH. As part of the federal MFP Rebalancing Demonstration grant, state Medicaid programs receive federal funds to increase the use of home and community-based care for long-term care. MDOD uses funds from this program to procure eight contracts for outreach to nursing homes throughout the State to inform residents receiving Medicaid services about their options for transitioning to independent living in the community. The MOU has been in place since 2011 and was set to expire after fiscal 2018. MDH and MDOD entered into an agreement for fiscal 2019 after the budget approval process was complete, so there is expected to be fiscal 2019 funding added by budget amendment.

The federal Medicaid Extenders Act of 2019 provides additional funds for the MFP grant program in federal fiscal 2019 and gives states the authority to spend grant awards into fiscal 2020. MDOD indicates that an alternative funding source for outreach activities after the federal grant expires is not clear at this time.

**Maryland PROMISE Program**

Beginning in federal fiscal 2014, Maryland received a federal PROMISE grant totaling approximately \$31.2 million over five years. The grant program supported MDOD in developing interventions for children receiving Supplemental Security Income (SSI) to enable them to achieve improved outcomes and reduce their long-term reliance on SSI benefits. The program offered services like transition and financial planning, employment and postsecondary education preparation activities, and social and health linkages to 1,000 Maryland youth ages 14 to 16 who received SSI benefits. The services were offered using a two-generation approach because interventions were also available to the youths' families. MDOD recruited 1,000 children receiving typical services in their communities to serve as a control group, allowing MDOD to test the effectiveness of the PROMISE services. The program's goal was to reduce the youth's reliance on SSI by increasing graduation and education outcomes.

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The fiscal 2020 allowance includes \$3.3 million in federal PROMISE grant funds, a decrease of \$544,306 from the fiscal 2019 working appropriation. The grant program is winding down, but the State law has additional time to spend the remaining balance. Mathematica Policy Research, an agency hired by the U.S. Social Security Administration, has been tasked with studying the results of the PROMISE program in Maryland and tracking participant progress until 2022. Some PROMISE grant funds also supported the creation of a Center for Transition and Career Innovation for Youth with Disabilities with the University of Maryland, College Park Campus. This center will house case management notes, service activity reports, and data for all intervention services.

**The Secretary should provide an update on PROMISE grant activities since the implementation stage has ended and if there are any plans to offer the intervention services again.**

## ***Operating Budget Recommended Actions***

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1. Concur with Governor's allowance.

*D12A02 – Department of Disabilities*

**Appendix 1  
Current and Prior Year Budgets  
Department of Disabilities  
(\$ in Thousands)**

	<b><u>General Fund</u></b>	<b><u>Special Fund</u></b>	<b><u>Federal Fund</u></b>	<b><u>Reimb. Fund</u></b>	<b><u>Total</u></b>
<b>Fiscal 2018</b>					
Legislative					
Appropriation	\$3,400	\$323	\$8,833	\$1,043	\$13,598
Deficiency/Withdrawn					
Appropriation	-\$20	-\$1	-\$14	\$0	-\$35
Cost					
Containment	\$0	\$0	\$0	\$0	\$0
Budget					
Amendments	\$0	\$0	\$0	\$7	\$7
Reversions and					
Cancellations	-\$68	-\$33	-\$1,624	-\$3	-\$1,729
<b>Actual</b>					
<b>Expenditures</b>	<b>\$3,312</b>	<b>\$288</b>	<b>\$7,195</b>	<b>\$1,047</b>	<b>\$11,842</b>
<b>Fiscal 2019</b>					
Legislative					
Appropriation	\$3,466	\$324	\$5,300	\$246	\$9,335
Budget					
Amendments	\$14	\$1	\$8	\$0	\$23
<b>Working</b>					
<b>Appropriation</b>	<b>\$3,480</b>	<b>\$325</b>	<b>\$5,308</b>	<b>\$246</b>	<b>\$9,359</b>

Note: The fiscal 2019 appropriation does not include deficiencies, a one-time \$500 bonus, or general salary increases. Numbers may not sum to total due to rounding.

## **Fiscal 2018**

Actual expenditures in fiscal 2018 were \$11,842,211, a net decrease of \$1.8 million from the legislative appropriation.

A withdrawn appropriation in Section 19 of the fiscal 2019 Budget Bill reduced the appropriation by \$19,677 in general funds, \$1,406 in special funds, and \$13,633 in federal funds due to a surplus in the health insurance account.

One budget amendment transferred \$7,056 in reimbursable funds from the Developmental Disabilities Administration within the Maryland Department of Health for a National Community of Practice Initiative event.

These actions were offset by a total of \$1.7 million in reversions and cancellations. The Maryland Department of Disabilities (MDOD) reverted \$68,283 in general funds due to staff vacancies. Special fund cancellations totaled \$33,461 due to unspent funds for the Assistive Technology Loan Program and the Urban Area Sheltering Initiative. MDOD canceled \$1,624,075 in federal funds originally appropriated for the Promoting Readiness of Minors in Supplemental Security Income grant program. An additional \$2,799 in reimbursable funds were canceled primarily due to lower than expected expenditures for affordable and integrated housing contracts.

## **Fiscal 2019**

To date, the fiscal 2019 budget has increased by \$13,951 in general funds, \$800 in special funds, and \$8,335 in federal funds for a 2% general salary increase for State employees, effective January 1, 2019, that was centrally budgeted.

**Appendix 2**  
**Object/Fund Difference Report**  
**Department of Disabilities**

<u>Object/Fund</u>	<u>FY 18</u> <u>Actual</u>	<u>FY 19</u> <u>Working</u> <u>Appropriation</u>	<u>FY 20</u> <u>Allowance</u>	<u>FY 19 - FY 20</u> <u>Amount Change</u>	<u>Percent</u> <u>Change</u>
<b>Positions</b>					
01 Regular	27.60	27.80	27.80	0.00	0%
02 Contractual	3.80	2.60	2.80	0.20	7.7%
<b>Total Positions</b>	<b>31.40</b>	<b>30.40</b>	<b>30.60</b>	<b>0.20</b>	<b>0.7%</b>
<b>Objects</b>					
01 Salaries and Wages	\$ 2,579,742	\$ 2,937,942	\$ 2,781,558	-\$ 156,384	-5.3%
02 Technical and Special Fees	243,581	161,346	171,764	10,418	6.5%
03 Communication	41,278	33,698	23,825	-9,873	-29.3%
04 Travel	80,301	87,468	78,118	-9,350	-10.7%
06 Fuel and Utilities	3,494	5,904	4,229	-1,675	-28.4%
07 Motor Vehicles	27,236	29,360	28,610	-750	-2.6%
08 Contractual Services	6,314,589	3,823,689	4,238,449	414,760	10.8%
09 Supplies and Materials	59,908	26,100	24,900	-1,200	-4.6%
10 Equipment – Replacement	21,605	25,208	26,458	1,250	5.0%
11 Equipment – Additional	132,140	40,000	40,000	0	0%
12 Grants, Subsidies, and Contributions	2,172,376	2,056,292	2,022,324	-33,968	-1.7%
13 Fixed Charges	165,961	131,573	147,357	15,784	12.0%
<b>Total Objects</b>	<b>\$ 11,842,211</b>	<b>\$ 9,358,580</b>	<b>\$ 9,587,592</b>	<b>\$ 229,012</b>	<b>2.4%</b>
<b>Funds</b>					
01 General Fund	\$ 3,312,341	\$ 3,480,114	\$ 3,645,435	\$ 165,321	4.8%
03 Special Fund	287,925	324,784	328,378	3,594	1.1%
05 Federal Fund	7,194,817	5,308,163	4,844,963	-463,200	-8.7%
09 Reimbursable Fund	1,047,128	245,519	768,816	523,297	213.1%
<b>Total Funds</b>	<b>\$ 11,842,211</b>	<b>\$ 9,358,580</b>	<b>\$ 9,587,592</b>	<b>\$ 229,012</b>	<b>2.4%</b>

Note: The fiscal 2019 appropriation does not include deficiencies, a one-time \$500 bonus, or general salary increases. The fiscal 2020 allowance does not include general salary increases.



**Appendix 3  
Fiscal Summary  
Department of Disabilities**

<u>Program/Unit</u>	<u>FY 18 Actual</u>	<u>FY 19 Wrk Approp</u>	<u>FY 20 Allowance</u>	<u>Change</u>	<u>FY 19 - FY 20 % Change</u>
01 General Administration	\$ 11,842,211	\$ 9,358,580	\$ 9,587,592	\$ 229,012	2.4%
<b>Total Expenditures</b>	<b>\$ 11,842,211</b>	<b>\$ 9,358,580</b>	<b>\$ 9,587,592</b>	<b>\$ 229,012</b>	<b>2.4%</b>
General Fund	\$ 3,312,341	\$ 3,480,114	\$ 3,645,435	\$ 165,321	4.8%
Special Fund	287,925	324,784	328,378	3,594	1.1%
Federal Fund	7,194,817	5,308,163	4,844,963	-463,200	-8.7%
<b>Total Appropriations</b>	<b>\$ 10,795,083</b>	<b>\$ 9,113,061</b>	<b>\$ 8,818,776</b>	<b>-\$ 294,285</b>	<b>-3.2%</b>
Reimbursable Fund	\$ 1,047,128	\$ 245,519	\$ 768,816	\$ 523,297	213.1%
<b>Total Funds</b>	<b>\$ 11,842,211</b>	<b>\$ 9,358,580</b>	<b>\$ 9,587,592</b>	<b>\$ 229,012</b>	<b>2.4%</b>

Note: The fiscal 2019 appropriation does not include deficiencies, a one-time \$500 bonus, or general salary increases. The fiscal 2020 allowance does not include general salary increases.