



NON-ANNUALIZED FUNDING

Connecticut Department of Developmental Services
Employment & Day Services

EMPLOYMENT INCENTIVES

Choose the path that is appropriate to the services the individual currently receives

Group Day/Customized Employment*		IDV/ISE/ Group Day Combo or ISE only	
Units		Units	
Career Plan Hours (Max 10 Hrs.)		Career Plan Hours (Max 10 Hr.)	
hrs x \$81.25/hr (Group Day)	\$ -	hrs X \$68.76/hr	\$ -
Completed Career Plan \$980.96		Completed Career Plan \$980.96	
(Enter 1 unit)	\$ -	(Enter 1 unit)	\$ -
Working Interview Staff Hrs (Max 40)		Working Interview Staff Hrs (Max 40)	
hrs x \$81.25/hr (Group Day)	\$ -	hrs X \$68.76/hr	\$ -
Individual Wages (Max 40 hrs.)		Individual Wages (Max 40 hrs.)	
hrs. X \$20.17/hr	\$ -	hrs. X \$20.17/hr	\$ -
Intensive Job Placement & Training		Intensive Job Placement & Training	
hrs x \$81.25/hr (Group Day)	\$ -	hrs X \$68.76/hr	\$ -
		<i>Individual must have transitioned to ISE to be eligible for Benchmarks Prorated for scheduled hrs. below 25 hrs. per week. Select "yes" or "No" for applicable Benchmarks.</i>	
		Job Start Benchmark (up to \$4000)	\$ -
		3 Month Benchmark (up to \$4000)	\$ -
		6 Month Benchmark (up to \$4000)	\$ -
		12 Month Benchmark (up to \$4000)	\$ -
		Transition to Natural Supports (up to \$4000)	\$ -
* CE committee must review/approve CE Add Hours			
Total	\$ -	Total	\$ -

1X Employment Incentives Rate Sheet available [here](#).

DDS One-Time (1X) Employment Incentives are non-annualized funds that do not affect an individual's annual funding.

The purpose of the 1X Employment Incentives is to assist individuals in **transitioning to, retaining, or sustaining competitive integrated employment.**

1. Career Plan
2. Working Interview
3. Intensive Job Placement & Training
4. Benchmark Payments

Transition to ISE for benchmark payments

OPERATIONAL CHANGES: RATES

Effective 10/1/22:

\$68.76/hr for individuals in IDV, IDN, ISE + Group Day Combo, or ISE only.

Effective 12/1/22:

\$81.25/hr for individuals in a Group Day Service including GSE, DSH, ETS.

Choose the path that is appropriate to the services the individual currently receives

Group Day/Customized Employment*			IDV/ISE/ Group Day Combo or ISE only		
Units			Units		
Career Plan Hours (Max 10 Hrs.)			Career Plan Hours (Max 10 Hr.)		
hrs x \$81.25/hr (Group Day)	\$	-	hrs X \$68.76/hr	\$	-
Completed Career Plan	\$980.96		Completed Career Plan	\$980.96	
(Enter 1 unit)	\$	-	(Enter 1 unit)	\$	-
Working Interview Staff Hrs (Max 40)			Working Interview Staff Hrs (Max 40)		
hrs x \$81.25/hr (Group Day)	\$	-	hrs X \$68.76/hr	\$	-
Individual Wages (Max 40 hrs.)			Individual Wages (Max 40 hrs.)		
hrs. X \$20.17/hr	\$	-	hrs. X \$20.17/hr	\$	-
Intensive Job Placement & Training			Intensive Job Placement & Training		
hrs x \$81.25/hr (Group Day)	\$	-	hrs X \$68.76/hr	\$	-

The rate for individuals in a Group Day Service is no longer correlated with an individual's LON.

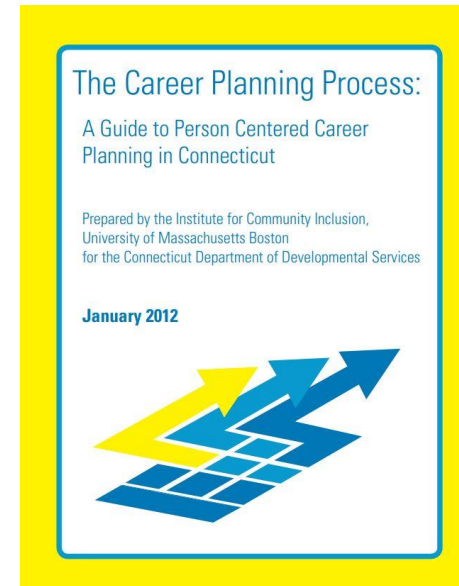
From 2020-2022, providers offering GSE and utilizing ISE add hours could receive payment for the LON Rate plus the Group Day/ISE rate through the incentive payments. The Group Day rate was increased to ensure no loss to providers that are transitioning individuals from Group Day to an individualized employment service.

CAREER PLAN

Funds are to be used to provide opportunities for people to explore their work preferences, develop interview skills, and learn about other employment opportunities while continuing their current group program.

Amount of Funding Available:

- Up to 10 hours of direct face to face service
 - \$81.25/hr rate for Group Day Supports
 - \$68.76/hr rate for other service options
- WebResDay
Billing
- Additionally, One Time Fee of \$980.96 for a Completed Career Plan that has been reviewed and approved by DDS RM.



Note: A career plan does not need to be completed in every case:

Especially if an individual has already identified employment sectors of interest.

Resources:

- [Career Plan Template \(ct.gov\)](http://ct.gov)
- [Career Plan Guide \(ct.gov\)](http://ct.gov)

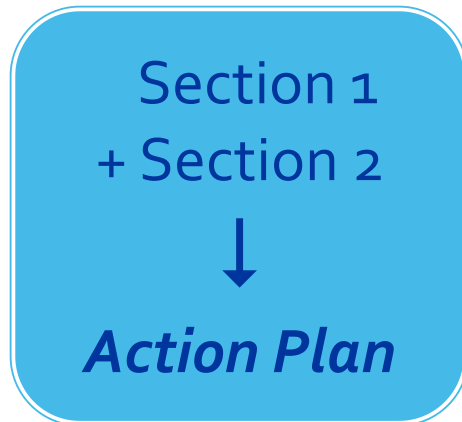
CAREER PLAN TEMPLATE

SECTION 1: Background Information

- 1.1 Legal Status
- 1.2 Social Security
- 1.3 Other Potential Funding/Resources for Employment
- 1.4 Transportation
- 1.5 Education, Training, and Academic Skills
- 1.6 Work/Life Experience
- 1.7 Advocacy Skills
- 1.8 Paid Competitive Employment History
- 1.9 References for Competitive Employment

SECTION 2: Vocational Profile

- 2.1 Vocational Preferences
- 2.2 Skills, Gifts, & Strengths
- 2.3 Vocational Skills
- 2.4 Natural Supports
- 2.5 Work Environment Preferences
- 2.6 Physical Skills and Related Information
- 2.7 Work Skills and Behaviors
- 2.8 Communication Skills
- 2.9 Accommodations
- 2.10 Transportation/Safety Awareness
- 2.11 Community Advantages/Disadvantages
- 2.12 Contributions to getting a job
- 2.13 Job Development/Prospecting List
- 2.14 Possible employment locations near home
- 2.15 Possible Contacts to Employment including personal networks



WORKING INTERVIEW INCENTIVE

Funds to pay an individual while working in a position that has a strong likelihood of leading to a job offer. Funds are also available to cover staff hours.

Funding Available:

Individual's wages during a working interview can be reimbursed up to 40 hours.

- \$20.17/hr rate for Individual Wages (Up to 40 Hours) **increased 5/1/2023*

The individual must be paid at least minimum wage.

Staff Hours can be reimbursed during the working interview up to 40 hours.

- \$81.25/hr rate for Group Day Supports
 - \$68.76/hr rate for other service options
- } WebResDay
Billing

INTENSIVE JOB PLACEMENT & TRAINING

Funds are to be used to provide additional hours of job training and support to promote a successful transition to employment.

Funding Available:

- \$81.25/hr rate for Group Day Supports
 - \$68.76/hr rate for other service options
- WebResDay
Billing

BENCHMARKS

Individuals must have transitioned to ISE to be eligible for Benchmark Payments. Benchmarks are prorated if the average hours worked is less than 25 hours per week.

- Hours worked includes all paid time including sick, vacation, and holidays.
- End of year paystub must be submitted if the benchmark crosses calendar years

Job Start Benchmark

- First paystub required

3-Month Benchmark

- First paystub and paystub after 3-months

Transition to Natural Supports Benchmark

- Confirmation that the individual is no longer receiving services

6-Month Benchmark

- First paystub and paystub after 6-months

1-Year Benchmark New 12/1/2022

- First paystub and paystub after 1-Year

Benchmark Payment Proration Rates

5 to 9.99 hours = \$800
10 to 14.99 hours = \$1,600
15 to 19.99 hours = \$2,400
20 to 24.99 hours = \$3,200
25 hours or more = \$4,000

HOW DO PROVIDERS REQUEST FUNDING?

Contract Providers

1. Provider submits a 1X request to Region's RM
2. Once approved, RM sends the provider a 1X Contract Service Authorization (CSA)
3. Provider submits deliverables
 - a. Hourly Services submitted through WebResDay
 - b. Career Plan submitted to RM for approval
 - c. Benchmarks & Working Interview Individual Wages submitted through invoices to RM.
4. RM authorizes payment
5. Payment is made through authorization system

Individual Budget Providers

- 1- Provider submits a 1X Request to Region's RM
- 2- Once approved, FI liaison and CM build 1X funds in the Individual Budget System and send the provider a 1X Vendor Service Authorization (VSA)
- 3- Provider submits deliverables
 - a. Career Plan submitted to RM for approval
 - b. All other deliverables submitted via invoice to the FI
- 4- FI makes the payment.

EMPLOYMENT INCENTIVES - OVERVIEW

	WebResDay Billing	Submit to RM	WebResDay Billing	Submit Invoice "Actuals"	WebResDay Billing
PATH	CAREER PLAN	COMPLETED CAREER PLAN	WORKING INTERVIEW STAFF WAGES	WORKING INTERVIEW INDIVIDUAL WAGES	INTENSIVE JOB PLACEMENT & TRAINING
<i>IDV, IDN, ISE+Group Day Combo, ISE Only</i>	\$68.76/ hr.	\$980.96	\$68.76/hr. (Max 40)	\$20.17/hr. (Max 40)	\$68.76/hr. (IDV)*
<i>Group Day (DSO, DSH, GSE, ETS)</i>	\$81.25/ hr.	\$980.96	\$81.25/hr. (Max 40)	\$20.17/hr. (Max 40)	\$81.25/hr.

Benchmark payment increase from \$2,000 to \$4,000 effective 3/1/2023

Job Start Benchmark – Up to \$4,000

3-Month Benchmark – Up to \$4,000

6-Month Benchmark – Up to \$4,000

1-Year Benchmark – Up to \$4,000 new 12/1/2022

Transition to Natural Supports Benchmark – Up to \$4,000



QUESTIONS?

Contact the DDS Employment & Day Services Division:

DDS.Employment-DayServices@ct.gov