

State: \_\_\_\_\_ North Dakota \_\_\_\_\_

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**Part I: Attachments**  
OMB Control Number: 1820-0664  
Expiration Date: 10/31/2008

State: North Dakota

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Attachment 1: Basic Information

Name of Lead Agency: Department of Human Services

Name of Applicable Division and/or Subdivision of Lead Agency:

Address of Lead Agency: 600 East Boulevard, Bismarck, ND 58505

Name and Title of Certifying Representative for Lead Agency: Brenda Weisz, CFO

Address for Certifying Representative: 600 East Boulevard, Bismarck, ND 58505

Telephone for Certifying Representative: (701) 328-2397

E-mail for Certifying Representative: [soweib@state.nd.us](mailto:soweib@state.nd.us)

Name and Title of Program Director:

Address for Program Director:

Telephone for Program Director:

E-mail for Program Director:

Name and Title of Program Contact (if different from Program Director):

Address for Program Director:

Telephone for Program Director:

E-mail for Program Director:

Name of Implementing Entity: North Dakota Association for the Disabled

Name of Applicable Division and/or Subdivision of Implementing Entity:

Address of Implementing Entity: 2660 Columbia Road South, Grand Forks, ND 58201

Name and Title of Program Director: Judie Lee, Exec Dir

State: \_\_\_\_\_North Dakota\_\_\_\_\_

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Address for Program Director: 3509 Interstate Blvd., Fargo, ND 58103

Telephone for Program Director: (701) 365-4729

E-mail for Program Director: jlee@polarcomm.com

Name and Title of Program Contact (if different from Program Director):

Address for Program Director:

Telephone for Program Director:

E-mail for Program Director:

State: North Dakota

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Attachment 2: Lead Agency and Implementing Entity  
Identification and Description of the Lead Agency-Identify and describe the Lead Agency referred to in section 4(c)(1)(A) of the AT Act.

2.1A Identification and Description of Lead Agency if an Implementing Entity is not Designated

Not applicable

2.1B Identification and Description of the Lead Agency if an Implementing Entity is Designated

The North Dakota Interagency Program for Assistive Technology (IPAT), which is North Dakota's Statewide AT Program, was established under the Department of Human Services (DHS), as a Program of the Division of Vocational Rehabilitation (VR) in 1993. At that time, DHS/VR was designated as the lead agency by the Governor. IPAT developed the goals and carried out all of the AT activities required under the AT Act from 1993 to 2005. Effective July 1, 2005, Governor Hoeven designated the North Dakota Association for the Disabled as the implementing entity for the Statewide AT Program. (Note: The entire IPAT operation moved under the administration of NDAD and became a program of NDAD as of July 1, 2005, thus providing sufficient time for NDAD/IPAT to prepare and submit the Statewide AT Plan.) DHS will continue to act as the lead agency, and will control and administer the funds made available through the grant awarded to the State; and will submit the application described in subsection (d) of the AT Act of 1998, as amended on behalf of the State, to ensure conformance with Federal and State accounting requirements.

2.2 Identification and Description of the Implementing Entity – Identify and describe the Implementing entity referred to in section 4(c)(1)(B) of the AT Act, if such an Implementing Entity is designated by the Governor.

NDAD is a non-profit organization founded by concerned citizens 30 years ago in North Dakota. It exists to assist people with disabilities, many of whom are not eligible for

State: North Dakota

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services from other agencies by providing financial assistance, information and referral, and advocacy for individuals of all ages, with all types of disabilities, and across all environments. NDAD coordinates with local school districts, vocational rehabilitation offices, human service centers, county social services, and others so as not to duplicate services provided by these organizations. NDAD is and will follow a philosophy that believes people with disabilities can live more satisfying, productive lives if they have access to appropriate resources. Many times this means medical travel, purchasing specialized equipment, medications, or other services that may be costly. NDAD has a statewide presence with 5 regional offices located throughout the state. Their consumer origin, capacity to serve all people with disabilities, statewide presence, longevity, types of services provided, and philosophy makes IPAT a compatible program under NDAD. NDAD and the Department of Human Services worked closely together to make the IPAT transition to NDAD smooth. The entire IPAT operation was moved to NDAD, establishing NDAD/IPAT. IPAT will continue to do business under the IPAT name, with the same IPAT logo, and statewide toll free number, minimizing confusion for citizens and making familiar access channels to the programs unchanged. IPAT's proven capacity to conduct a comprehensive assistive technology program will continue under the administration of NDAD as the IPAT program structure will not change. NDAD hired all of the IPAT personnel to ensure the expertise in assistive technology would continue to be available and there would be no disruption of services to the citizens of the State. The IPAT staff have a wide range of assistive technology expertise which includes: certified Assistive Technology Practitioners, licensed augmentative

State: North Dakota

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communication specialists, and education specialists. Combined the staff bring over 45 years of experience in the field of assistive technology.

IPAT is and will conduct the following activities on a statewide basis: 1) the IPAT Equipment Loan Library, 2) the Alternative Financial Loan Program, 3) an on-line re-use program, and 4) demonstration centers. These activities are accessible to individuals with disabilities for education, employment, information technology and telecommunications, and community living purposes. Also accessible to all residents is a toll free information and referral line, technical assistance via phone and e-mail, a website and various informational products including a bi-monthly newsletter. Training is conducted upon request as will be described in attachment 8.

IPAT will collaborate with a variety of entities to facilitate coordination of AT resources. IPAT worked with over 19 public and private entities in the past year to increase access and acquisition to assistive technology devices and services. This coordination and collaboration will continue under NDAD's administration. NDAD has collaborated with education, vocational rehabilitation, independent living and health services to fund many statewide projects to increase disability awareness, etiquette, and current policy information, producing CD's, posters, and training booklets. NDAD has made funding available to help many individuals to obtain personal AT devices and services, provided funding for expansion of the IPAT Equipment Loan Library and provided the 25% cash match for the Alternative Financial Loan Program. NDAD's statewide reputation of service and cooperation will only serve to enhance IPAT's ability to work collaboratively with additional entities.

State: North Dakota

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NDAD has a proven track record of being consumer responsive specifically in regard to the IPAT Consumer Advisory Committee (CAC). They have financed numerous CAC projects, served as a member, and supported the IPAT CAC activities through resources of their professional time and expertise. IPAT has been driven by the CAC since inception. This pattern of consumer-responsiveness will not change under NDAD. As a consumer based organization, NDAD will consistently seek meaningful participation by individuals with disabilities and their family members regarding activities carried out by IPAT by attending CAC meetings, monitoring of consumer surveys, and through their established network of consumer contacts in their 5 regional offices.

The Department of Human Services (DHS) will continue to act as the “lead agency” and through a contract with NDAD, will control and administer the funds made available through the grant awarded to the State. NDAD, as the “implementing agency” will ensure that IPAT prepares the statewide AT plan and carries out the State AT activities described within the plan.

2.3 Show of Good Cause for Change in Lead Agency or Implementing Entity-if the Governor has chosen to change the Lead Agency or, if applicable, Implementing Entity as allowed in section 4(c)(1)(c) of the AT Act, provide an explanation of good cause for this redesignation.

The IPAT Consumer Advisory Committee decided to evaluate and examine the benefits of locating IPAT under a different lead agency or implementing entity in September of 2004. The CAC members organized and facilitated meetings with the executive officers of the Department of Human Services, policy advisors from the office of the Governor, the Executive Director of Protection and Advocacy, and others to discuss a change. The reasons to request a change included:

State: North Dakota

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- 1) delays in the ability of the program to hire personnel due to State hiring practices;
- 2) the need for more autonomy to serve all populations than was available while operating under a narrow focus disability entity (VR); and
- 3) difficulties with applying for additional funding due to the spending authority of the Department.

Numerous options were explored and discussed. All direct stakeholders agreed that the Department of Human Services would remain the lead agency to carry out the fiscal responsibilities, but the Governor would appoint an implementing entity outside of State government. The North Dakota Association for the Disabled (NDAD) was ultimately selected because it could satisfactorily address the problematic issues identified above. In addition, NDAD has a history of supporting IPAT activities, is a well established non-profit corporation that has the capacity to absorb the operation of IPAT, and is a consumer driven, consumer responsive entity. With all parties in agreement, Governor Hoeven designated NDAD the implementing entity effective July 1, 2005.

State: North Dakota

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### Attachment 3: State Advisory Council

#### 3.1 Membership of the Advisory Council – Identify the members of the Advisory Council and each member’s designation as an individual with disabilities who uses AT, a family member or guardian of such an individual, or a representative of a State agency or other entity.

The IPAT Consumer Advisory Committee (CAC) was established in 1994. The entire membership consisted of individuals with a disability or a family member or guardian of such individual (100%). With the enactment of the Assistive Technology Act of 1998, as amended, this same CAC expanded their membership to include the required agencies and representation from Protection and Advocacy.

The IPAT Consumer Advisory Committee (CAC) has 19 members. The membership consists of fourteen individuals (73% of the CAC) designated as an individual with a disability who uses AT or a family member or guardian of such individual. These members represent a spectrum of disabilities, ages and use a variety of AT devices such as mobility devices, vision equipment, and computer adaptations. They live in counties throughout the state ensuring geographic representation as well as rural and urban areas. Members have links to education, employment, seniors, and community living. There are 5 members representing agencies, including: Department of Public Instruction; Center for Independent Living; State Workforce Investment Board; State Vocational Rehabilitation; and Protection and Advocacy. The chart below identifies the CAC membership profiles, including open slots.

State: \_\_\_\_\_ North Dakota \_\_\_\_\_

**IPAT Consumer Advisory Committee  
Membership Profile**

<b>Region</b>	<b>Disability Related To:</b>	<b>Link To:</b>	<b>Geographical Area:</b>
<b>Northeast</b>			
Filled	Mobility	Community Living	City
Open			
Open			
<b>Southeast</b>			
Filled	Mobility	Employment	Rural
Filled	Mobility	Employment	City
Open			
Open			
<b>Northwest</b>			
Filled	Learning	Higher Education	Rural
Filled	Mobility	Community Living	City
Open			
<b>Southwest</b>			
Filled	Dexterity	Farming	Rural
Filled	Health	Aging	City
Filled	Vision	Community Living	City
Filled	Hearing	Aging	City
<b>Agency</b>			
Filled	IL	Community Living	City
Filled	WIA	Employment	City
Filled	P&A	Advocacy	City
Filled	DPI	Education	City
Filled	VR	Employment	City

### **3.2 Structure and Operation of the Advisory Council**

Potential consumer members of the CAC will be recruited by current CAC members, networks of AT users, disability groups, articles in the IPAT newsletter and by word of mouth. Potential members will make application to the CAC, the application and required references are reviewed by the membership chairperson, and then applicants are voted upon by the entire membership. This same procedure shall be followed for

State: North Dakota

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securing agency appointments. Additionally, a follow-up letter may be sent to the individual's supervisor, if requested. If no names are brought forth by CAC for an agency appointment, the chairperson shall request that the agency head make an appointment at his/her discretion. Members will be appointed for a three year term. The CAC has established Guidelines to follow in conducting meetings, electing officers, membership terms, defining a quorum, determining composition of membership, addressing absences, establishing number of meetings/year, and suggested activities.

These Guidelines will continue to be used by the CAC.

The CAC will meet 6 times per year. Two of the meetings will be held in person and 4 will be held via video and/or teleconference. The meetings will be led by the Chairperson or the Vice-chairperson, who have been elected by the CAC. Decisions will be made through consensus or a member vote at the chairperson's discretion.

Subcommittees will usually be formed on a volunteer basis. The IPAT staff will make the meeting room arrangements, ensure site and material accessibility, produce any materials requested by the CAC officers, and record the minutes. The Chairperson will develop the agenda with input from the IPAT director and membership. IPAT staff will provide updates on Program activities and solicit input and guidance regarding those activities. The CAC Chairperson will engage in ongoing communication with the IPAT director and members throughout the weeks between meetings.

State: North Dakota

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#### Attachment 4: Measurable Goals

The Interagency Program for Assistive Technology (IPAT) will establish a baseline for each of the goals 4.1 through 4.7 during year two, and will submit after year two an amendment identifying the long-term goal and short-term goals set to improve upon this baseline during year three and subsequent years of the State AT Plan. This baseline data will be established by using a data collection instrument and procedures to be determined by RSA.

#### 4.1 Goal for Improving Access to AT in Education

Long-term goal:

Short-term goal for Year 3:

Short-term goal for Year 2: IPAT will establish a baseline of the percent of appropriate targeted individuals and entities who accessed IPAT's device demonstration sites and/or Equipment Loan Library (ELL) and made a decision about an AT device or service for educational purposes as a result of the assistance they received.

Short-term goal for Year 1: N/A data collection not established.

#### 4.2 Goal for Improving Access to AT in Employment

Long-term goal:

Short-term goal for Year 3:

Short-term goal for Year 2: IPAT will establish a baseline of the percent of appropriate targeted individuals and entities who accessed IPAT's device demonstration sites and/or ELL and made a decision about an AT device or service for employment purposes as a result of the assistance they received.

State: North Dakota

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Short-term goal for Year 1: N/A data collection not established.

#### 4.3 Goal for Improving Access to AT in Community Living

Long-term goal:

Short-term goal for Year 3:

Short-term goal for Year 2: IPAT will establish a baseline of the percent of appropriate targeted individuals and entities who accessed IPAT's device demonstration sites and/or ELL and made a decision about an AT device or service for community living as a result of the assistance they received.

Short-term goal for Year 1: N/A data collection not established.

#### 4.4 Goal for Improving Access to IT and Telecommunications

Long-term goal:

Short-term goal for Year 3:

Short-term goal for Year 2: IPAT will establish a baseline of the percent of appropriate targeted individuals and entities who accessed IPAT's device demonstration sites and/or ELL and made a decision about an AT device or service that meets an IT/telecommunications need as a result of the assistance they received.

Short-term goal for Year 1: N/A data collection not established.

#### 4.5 Goal for Improving Acquisition of AT in Education

Long-term goal:

Short-term goal for Year 3:

Short-term goal for Year 2: IPAT will establish a baseline of the percentage of targeted individuals and entities who obtained devices and services through

State: North Dakota

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the North Dakota Alternative Finance Program (AFP) and/or IPAT's device reutilization program, the *AT Swap and Shop* for educational purposes who would not have otherwise obtained the AT device or service.

Short-term goal for Year 1: N/A data collection not established.

#### 4.6 Goal for Improving Acquisition of AT in Employment

Long-term goal:

Short-term goal for Year 3:

Short-term goal for Year 2: IPAT will establish a baseline of the percentage of targeted individuals and entities who obtained devices and services through the North Dakota AFP and/or IPAT's device reutilization program, the *AT Swap and Shop*, for employment purposes who would not have otherwise obtained the AT device or service.

Short-term goal for Year 1: N/A data collection not established.

#### 4.7 Goal for Improving Acquisition of AT in Community Living

Long-term goal:

Short-term goal for Year 3:

Short-term goal for Year 2: IPAT will establish a baseline of the percentage of targeted individuals and entities who obtained devices and services through the North Dakota AFP and/or IPAT's reutilization program, the *AT Swap and Shop*, for community living purposes who would not have otherwise obtained the AT device or service.

Short-term goal for Year 1: N/A data collection not established.

State: North Dakota

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Attachment 5: State Level Activities

5.1 State Financing Activities Describe how the State will implement State financing activities as described in section 4(e)(2)(A) of the AT Act.

Over the three years of this State Plan, the Interagency Program for Assistive Technology (IPAT) will implement a statewide assistive technology financing activity through the North Dakota Alternative Financial Loan Program (AFP). This activity will make available to all eligible state residents funding for assistive technology devices and services.

**Alternative Financial Loan Program (AFP).** The state of North Dakota's AFP is and will provide loans to any resident with a disability who needs an assistive technology device or service and can demonstrate the ability to repay the loan. Family members may apply on behalf of children or other family members with disabilities, as long as the AT device or service is for the person with a disability. The AFP began in 2004, using funds awarded to the Protection and Advocacy Program of North Dakota (P&A) under Title III of the AT Act of 1998. P&A in partnership with IPAT applied for this federal funding to establish the AFP.

P&A, as the State lead agency, contracted with NDAD, a non-profit, consumer responsive organization to administer the AFP in partnership with IPAT. NDAD entered into an agreement with Alerus Financial, a widely recognized financial institution in the state, as the commercial lending institution to administer the individual loans. Alerus will work with NDAD and IPAT to expand the personal financing options for North Dakotans with disabilities and their families for the purchase of AT devices and services. This will be accomplished through establishing a guaranteed loan program with lower interest rates and a buy-down mechanism for the purpose of purchasing assistive

State: North Dakota

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technology. The amount of money that can be borrowed ranges from \$500 to \$50,000.

A person's ability to repay the amount requested will affect the approval of their loan.

The rate will change from time to time, and will be approximately 1% under prime. Repayment terms will be based on the expected useful life of the assistive technology purchased.

Individuals with disabilities or their families may apply for AFP funds through IPAT, P&A or NDAD. An application can be found online, requested through a toll-free number, or picked up at any of their respective office locations throughout the state. Staff is available to assist individuals or family members in completing and submitting the application. All applications will be sent to NDAD's Grand Forks office; once it is received it will be reviewed to ensure all required information has been provided; it will then be sent to Alerus Financial for review. If Alerus approves the loan, the application will be processed within two weeks. If Alerus is concerned about loan repayment, it will be sent to the AFP Loan Review Committee. The loan review committee may require additional information such as evaluation reports, physician's orders, or other documentation before approving or denying a loan. Once the additional information is obtained, the loan review committee will review it at their next scheduled meeting. The loan review committee may approve the loan with a bank guarantee and the parameters of the AFP. If approved, the AFP Loan Coordinator will send a letter of approval and the application to the bank, as well as, a letter of approval to the borrower. The bank will then send out the appropriate closing documents to the borrower. The loan will proceed as a regular loan. The Loan Review Committee may deny a loan. If denied, the applicant

State: North Dakota

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will be sent a letter of denial, which will state specific items to improve upon before applying again.

NDAD will provide a Loan Coordinator (LC) who will oversee the consumer service component of the program. The LC will assist the applicant with the application process, make referrals as needed, and be the contact person with the lending institution. The LC will facilitate the Loan Review Committee meetings and activities. This person will be responsible for coordinating the activities associated with the training, marketing, and program evaluation. NDAD will provide an Operations Director who will monitor all accounts, transfer funds, oversee the accounting system, and be the fiscal liaison with the contracted bank. NDAD will act as a referral source for the AFP, making individuals needing to purchase AT devices or services aware of the AFP as a financing option.

IPAT will be responsible for the overall administration of the activities outlined in the AFP grant. The IPAT Director will coordinate and monitor the activities of all AFP partners and assure the integration of all Program components. This will include responsibility for establishing and maintaining communications between AFP partners and outside agencies. IPAT will be responsible for all aspects of Program evaluation and Program documentation.

IPAT AT Coordinators will be available to assist individuals in choosing the appropriate AT through evaluations, consultations, and referrals. They will be a resource for information to help consumers with making informed AT choices as well as identifying other potential funding avenues. These services will be offered to the loan applicant but will not be a mandatory component of the loan process.

State: North Dakota

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P&A, NDAD, and IPAT will support marketing the AFP on their respective, accessible websites, through articles in their publications and distribution of an AFP brochure. In addition, each entity has a toll-free number and TTY availability that state residents can call for AFP information.

IPAT will ensure that both NDAD and Alerus Financial continue to enforce policies which prohibit them from denying a loan to an individual based on race, age, type of disability, sex, or type of AT device needed. This will be accomplished by monitoring the applications received to identify any pattern of denial other than the lack of ability to repay.

The AFP will assist with the acquisition of AT devices and services by providing loans directly to individuals with disabilities or their family members so they can purchase them. The program will offer low-interest; guaranteed and non-guaranteed loans using a simple application process open to all. It will offer counseling services at each step of the loan process, guidance in selecting AT, and information regarding other funding options. The process will be efficient, and will also fund AT devices not typically covered under public and private sources, such as: home and vehicle modifications, hearing aids and environmental controls. The AFP will be able to offer loans to individuals with disabilities who would not be able to secure a conventional bank loan, but have the ability to pay smaller amounts back over a longer period time. The people of North Dakota are independent and proud. This type of financial loan program is an agreeable system by which they may obtain needed AT devices and services while maintaining their pride and autonomy.

State: North Dakota

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Over the three years of this State Plan, IPAT will work with NDAD and Alerus Financial to expand and improve the AFP as follows:

Data from May 15, 2005 to July 15, 2006, show there have been 22 loan applications received, 7 approved, 12 not approved, and 3 pending responses from the consumers.

These numbers indicate a need for a concentrated effort to market the program. The demographics showed applications came from 10 females and 12 males. Their locations were representative of all regions of the state and coincided with population disbursement, indicating the program reached statewide coverage. The type of disability presented was primarily mobility (16) issues, with home modifications and other community living needs the primary purposes for the loans. Highlighting AT options for other types of disabilities is indicated as a need to be included within the marketing campaign. The age breakdown for individuals applying was: 2 (21-35 year olds); 11 (36-55 year olds); and 8 (55 +) which coincides with the population one would expect to be interested in the AFP.

During Year Two IPAT, NDAD, and Alerus Financial will collaborate to develop a marketing plan to engage other organizations that can provide referrals to the AFP, such as hospitals, senior programs, Affordable Housing Developers, Inc. and other relevant organizations. Working with the AFP Committee, Protection and Advocacy, and the IPAT Consumer Advisory Committee, appropriate referral sources will be identified and a marketing plan to reach them (to be implemented in Year Three) will be developed.

**5.2 Device Reutilization Program** Describe how the State will implement a device reutilization program as described in section 4(e)(2)(B) of the Act.

Over three years, IPAT will directly administer the AT Swap and Shop, a program that allows individuals to buy, sell, swap, or give away used AT equipment through an online

State: North Dakota

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bulletin board. IPAT has operated a used equipment bulletin board via subcontract since 1996, and has administered it directly since 2000.

Individuals in North Dakota having AT equipment for sale, trade or donation simply call IPAT's toll-free number (voice/TTY), or connect with IPAT through its accessible website. IPAT staff will respond to all contacts by sending a copy of the procedures for listing equipment and a form specific to the item being listed. Once completed, the signed form identifying the item and terms of sale is returned to IPAT. The information will then be entered into the online data base identified as the AT Swap and Shop. The procedures for listing items on the AT Swap and Shop are:

- Individuals wishing to list items must complete the listing form, sign it, and send it into IPAT. The release of information must be signed or IPAT will not list the item.
- IPAT will enter the item into the listing for six months. The owner is asked to notify IPAT when the item is sold, or if they wish the item(s) to remain on the database for another six months.
- When callers request items, IPAT will provide information on all the appropriate listings for the caller's equipment category.
- IPAT will only provide information on available equipment, and will not be responsible for the pricing, sale, or condition of the item, nor will IPAT be involved in, or responsible for any negotiations to acquire items.
- If changes need to be made to the items listed, the individual listing the item needs to complete, sign, and date a Change Form, available by calling IPAT.

State: North Dakota

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Used AT devices will be listed by category and will include device name, condition and asking price. The city and first name of the seller will be listed along with their phone number.

When an individual with a disability or a family member is looking for a used AT device, IPAT can be contacted using the same method as the seller; toll-free line or accessible website. When callers contact IPAT in search of a device, the staff will provide the caller with information on all listings appropriate to their needs. The caller will decide which listings to pursue, and will organize the sale, trade or donation with the person listing the device. IPAT will not be directly involved in the negotiations between seller and buyer. IPAT will continue to do follow-up surveys of AT Swap and Shop users in an effort to expand or improve the service.

Anyone in North Dakota is able to list an AT device through the AT Swap and Shop, individuals residing outside of the state may access the online listing and purchase items as negotiated between seller and caller. IPAT lists all devices that are submitted following the AT Swap and Shop procedures. The program is limited only by the devices the sellers themselves make available.

The AT Swap and Shop increases the number of individuals with disabilities who acquire AT devices due to the affordability of used equipment, the lack of eligibility criteria to access the AT Swap and Shop, ease of locating needed devices online or through a toll-free number, and one-on-one negotiations between buyer and seller.

Over the three years of this State Plan, IPAT will work to expand and improve the AT Swap and Shop.

State: North Dakota

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During Year One, IPAT maintained and expanded the database listing of used equipment statewide, and developed and disseminated an AT Swap and Shop brochure. IPAT coordinated with the Adaptive Equipment Services (AES) Program by supporting their director's attendance at the national Re-Use Conference. Follow-up to that conference was a meeting to discuss the feasibility of AES and IPAT collaborating to apply for a re-use grant. IPAT identified other entities with local or regional AT used equipment programs, surveyed them for their interest in a collaborative effort, and scheduled an initial planning meeting.

During Year Two, IPAT will work with the re-use partners to develop a plan to coordinate re-use efforts to list and sell used equipment statewide. These efforts are expected to expand the size and use of the statewide database during Year 3.

- IPAT will provide the database and staff to manage a statewide listing of used equipment.
- IPAT will coordinate the marketing of the collaborative re-use effort to create statewide awareness of the availability of the program.
- IPAT will coordinate the AT Swap and Shop re-use program with the existing refurbishing program, Adaptive Equipment Services (AES), to increase the acquisition of AT devices for individuals with disabilities. AES is a statewide, state operated program located in Grafton, North Dakota.

**5.3 Device Loan Program** Describe how the State will implement a device loan program as described in section 4(e)(2)(C) of the Act.

Over three years, IPAT will continue to operate a statewide short-term AT equipment loan program known as the IPAT Equipment Loan Library (ELL). The ELL will be available to state residents of all ages with disabilities and/or those family members and

State: North Dakota

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professionals that work with them. The ELL will loan a wide range of devices (i.e. augmentative communication, telecommunication, computer access, educational accommodations, vision aids, and environmental control). By making AT devices available for short-term loan, the ELL meets the on-going need for equipment exploration, trial-use (try before you buy), equipment availability for AT assessments by clinicians and educators statewide, access to devices for individuals whose own devices are in for repair or not working, and AT funding justification documentation.

A small fee will be charged for equipment borrowed from the ELL. The rates will be based upon the value of the device. The devices will be shipped by United Parcel Service (UPS) with a prepaid return label. Shipping costs will be assessed to the borrower. IPAT will continue to employ a sliding fee schedule for the rental of ELL equipment for individuals with disabilities not covered by an agency. This will eliminate denying a person access to equipment due to their inability to pay. As well, shipping costs can be waived for all borrowers if delivery can be arranged through on-site pick-up and return. The ELL will be administered and operated by IPAT staff. All requests for equipment loan will go through the loan librarian; using a toll-free number (voice/TTY), via facsimile, or through IPAT's accessible website. Requests for equipment loan will be accepted on a first-come-first served basis, and no one will be denied based on the age, race, type of disability, income or geographic region. If the device is currently available, the IPAT loan librarian will complete an Equipment Request Form and send it to the requesting party via fax, mail or e-mail. This request form will identify who is requesting the device, for whom it is being requested, if different from requestor, ( i.e., teachers name/students name) mailing address, telephone number, the ELL inventory number and

State: North Dakota

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device name, rental fee, shipping fee, delivery option and total cost. After receiving the form, the requesting party will review it, sign it, and return it to the ELL along with the payment. Once the signed form and payment are received, the device will be shipped or prepared for on-site pick-up. If the device is not currently available, the individual requesting the device will be placed on a waiting list if they desire; if the ELL does not have the device in its inventory, the individual will be referred to the appropriate vendor or another resource.

The IPAT ELL device loan period will be six-weeks from the shipping date; extensions will be granted on a case-by-case basis employing the ELL extension policy. This policy will continue to require a written request for an extension from the borrowing party prior to the expiration of the original loan period. The ELL will assess a late fee on devices borrowed at the rate of the original loan for each week the item is late, (i.e. original \$10 rental fee, if device is a week late, the borrower will be assessed an additional \$10). The rental, shipping and late fees charged to ELL users will be used to maintain the devices and services of the ELL.

During Year 1, IPAT marketed the ELL through a regular “Equipment Spotlight” feature in IPAT’s bi-monthly newsletter; developed an informational brochure specific to the ELL for distribution to disability related organizations, agencies and general public; made available an ELL toll-free number (voice/TTY) for state residents; and placed ELL policies and procedures on IPAT’s accessible website with a link to IPAT’s loan librarian. These marketing activities will continue in Year 2 and 3.

The ELL will be housed in the IPAT Technology Access Center in Fargo, North Dakota. It will maintain a comprehensive inventory of AT devices for all state residents to

State: North Dakota

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borrow. The ELL inventory will continue to include and loan devices to meet the AT access needs of individuals with disabilities at school, at work, at home and in their community. Some devices available for loan may require AT expertise for their use, therefore the individual requesting the loan will be asked who will provide the support during the loan period. A sampling of support persons includes but is not limited to; occupational therapists, physical therapists, educators, home health workers, case managers, and speech pathologists. If there is not a support person available, IPAT staff will provide the expertise needed to use the device. This will be accomplished at the ELL site, through videoconferencing, or an on-site visit. By making devices available through the ELL, IPAT will help individuals with disabilities, their families and professionals make informed decisions about which, if any, devices to purchase. Over three years, IPAT will work to expand and improve the Equipment Loan Library.

During Year 1, IPAT surveyed ELL users to determine if and how the equipment loan program met their AT acquisition needs. This was done using a simple consumer satisfaction telephone questionnaire, and was conducted by IPAT staff following the return of the equipment. This procedure will be continued in Year 2 and 3.

IPAT updated the ELL inventory list and posted it on its accessible website; a hard copy and/or alternative formats were provided upon request. IPAT expanded the inventory of the ELL to include all AT devices currently available for exploration at the demonstration site in Fargo. This included devices in the areas of telecommunications, computer access, educational accommodations, environmental control and augmentative communication. At present, the demonstration site allows access to some devices that are not available for loan in the ELL.

State: North Dakota

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During Year 2 and 3, IPAT will work to expand the augmentative communication device inventory of the ELL by developing partnerships with education entities, insurance companies and hospital rehabilitation units. These partnerships will find funding to increase the AAC device inventory available through the ELL which will benefit all parties and state residents with AAC needs.

**5.4 Device Demonstration Program** Describe how the State will implement device demonstration program as described in section 4(e)(2)(D) of the Act.

Over three years, IPAT will continue to administer and operate comprehensive device demonstration centers, the Fargo Technology Access Center (TAC), and the Bismarck TAC. Placing the demonstration centers in these two cities will provide access to AT device demonstration in the largest population centers, and will serve those living in the east and west regions of the state.

North Dakota has a limited number of AT product vendors, resulting in few opportunities for persons with disabilities to see or explore AT. IPAT will fill this void with demonstration centers which will continue to provide a wide range of devices (i.e. augmentative communication, telecommunication, computer access, environmental control, educational accommodations, vision aids, hearing products and devices for daily living) for on-site exploration by state residents of all ages with disabilities and/or those family members and professionals that work with them. These demonstration programs will offer North Dakotan's an opportunity to explore a number of AT devices, either on their own, or using the expertise of IPAT staff. By making demonstration sites available, individuals with disabilities and those that work with them will be able to compare and contrast the features of various devices readily. This will help them to make an informed decision about which, if any, device to purchase.

State: \_\_\_\_\_ North Dakota \_\_\_\_\_

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Requests to use the demonstration centers go through IPAT staff. They can be reached using a toll-free number (voice/TTY) or through e-mail links on IPAT's accessible website. Requests for demonstrations will be accepted on a first-come-first served basis, and no one will be denied based on the age, race, type of disability, income or geographic region represented. Users will only be limited by the availability of IPAT staff (when their expertise is requested), and the device inventory. The demonstration centers will typically be open Monday – Friday. Everyone is welcome to drop-in, to make an appointment to explore specific devices, or to schedule a device demonstration on-site or via videoconferencing. By making device demonstration sites available, IPAT will help individuals with disabilities, their families and professionals make informed decisions about device acquisition.

Over three years, IPAT will work to expand and improve the AT device demonstration centers in both Fargo and Bismarck.

During Year 1, IPAT surveyed device demonstration center users to determine if and how the demonstration center met their AT access and acquisition needs. This was done onsite through a simple questionnaire, and was conducted by IPAT staff. This procedure will be continued in Years 2 and 3. IPAT increased the AT device demonstration inventory based on the results of the onsite survey information, equipment demand, and availability of new technology. IPAT replicated the Fargo device demonstration center in Bismarck. This included purchase of devices in the areas of telecommunications, computer access, educational accommodations, environmental control and augmentative communication.

State: \_\_\_\_\_North Dakota\_\_\_\_\_

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During Year 2, IPAT will create task forces to determine how to fund, staff, and expand the use of the AT demonstration centers. The recommendations of the task forces will be implemented in Year 2 and 3.

State: \_\_\_\_\_ North Dakota \_\_\_\_\_

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Attachment 6: Comparable Support

6.1 Source and Amount of Support – Identify the State-level activity for which there is comparable support, the source of this support, the amount of the support, and the project year for which this support is being provided.

Not Applicable

6.2 Comparability – Demonstrate that this support is comparable in terms of funding and that the activities are comparable in terms of scope.

Not Applicable

6.3 Coordination and Collaboration – Describe how the State will coordinate activities and collaborate with the appropriate entity, if the comparable funds are provided to, or the activities are conducted by, an entity other than the Lead Agency or Implementing Entity.

Not Applicable

State: \_\_\_\_\_ North Dakota \_\_\_\_\_

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Attachment 7: State Flexibility

7.1 Activity – Identify each State-level activity the State is choosing not to carry out.

Not Applicable

7.2 Maintenance of Statewideness and Comprehensiveness

Not Applicable

7.3 Achievement of Measureable Goals

Not Applicable

7.4 Coordination and collaboration

Not Applicable

State: North Dakota

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## Attachment 8: State Leadership Activities

8.1 Training and Technical Assistance Activities – Describe how the State will provide training and technical assistance to enhance the knowledge, skills, and competencies of individuals from local settings statewide, including representatives of State and local educational agencies, other State and local agencies, early intervention programs, adult service programs, hospitals and other health care facilities, institutions of higher education and businesses as described in section 4(e)(3)(B)(i) of the AT Act.

### *Training*

Over three years, the Interagency Program for Assistive Technology (IPAT) will engage in a number of training activities. IPAT will continue to develop and update training materials covering a range of specific topics related to assistive technology (AT). IPAT staff will deliver AT training upon request to individuals with disabilities, their family members and the professionals that support them. The audiences and a sampling of AT training topics will include:

- Training for individuals with disabilities and their family members. The IPAT staff will train individuals with disabilities and their family members in a variety of settings and ways. Training will be available to individuals with disabilities regardless of age, race, type of disability, income, gender, or geographic region. Some training will occur at the residence of an individual with a disability and will typically be device specific. Family members will be invited to participate in the training and will learn device operation and serve as AT troubleshooters for the family member. IPAT will provide training for individuals with disabilities and their family members at the Fargo and Bismarck demonstration sites (see attachment 5) and through videoconferencing as needed. IPAT training activities will provide information specific to a broad array of disabilities, AT services and

State: North Dakota

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- devices. IPAT will also provide AT training at existing conferences and disability support group meetings organized specifically for individuals with disabilities and their families. This type of training will be customized to meet the needs of the audience and will include training on topics such as; AT for Toddlers, Know Your AT Rights in Education, AT for the Workplace, How to Obtain AT Funding, and an Overview to AT.
- Training for professionals working with individuals with disabilities in education, employment and community living settings. IPAT staff will train professionals working in the field of disability in a number of ways. Training will be provided by IPAT staff to professional entities at their existing conferences (i.e., Council for Exceptional Children, Annual Vocational Rehabilitation Conference), on-site (i.e., hospitals, schools, nursing homes), through videoconferencing, at pre-service institutions (University of Mary, University of North Dakota, Bismarck State College), or at IPAT's demonstration centers (see attachment 5). The training topics will be customized to meet the needs of the professional audience group (i.e., occupational therapists, physical therapists, educators, home health workers, vocational rehabilitation counselors, case managers, speech pathologists) and will provide information specific to a broad array of disabilities, AT services and devices. AT training activities will use existing materials/modules developed by IPAT (i.e., AT for Individuals with Learning Disabilities, AT for Attention Deficit in the Workplace, AT for Sensory Loss, Environmental Control Systems, AT for Persons with Hidden Disabilities, AT Assessment Process) or will involve the creation of new materials based on the request received. IPAT will initiate a

State: North Dakota

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fee schedule for the provision of AT training to professional entities responsible for delivering AT services.

- Training for Seniors: IPAT has entered into a contract with the North Dakota Division of Aging Services (DAS) to provide AT devices and services through the Senior AT Safety Program. This program offers a wide range of AT equipment at no cost for state residents 60 years and older not living in a nursing facility. Any senior, their family member or service provider can call a toll-free number and IPAT staff will help determine which if any AT devices are needed to help them remain safe in their homes. IPAT staff will purchase, ship and provide on-site training for specific devices when needed. IPAT is paid by DAS to provide this service. This contract has been renewed for Year 2.

#### *Technical Assistance*

Over three years, IPAT will engage in a number of technical assistance (TA) activities. The range of TA offered will cover a broad array of disabilities, AT devices, AT services, funding options, laws and regulations, AT resources and advocacy. IPAT will provide TA upon request. IPAT staff will meet the TA request through specific research, use of existing IPAT products, devices and/or services or linking entities to outside resources.

During Year 1, IPAT provided TA to the Secretary of State's Committee on HAVA. Assistance was provided in selecting and using the accessible voting machines and developing training materials for poll workers and North Dakota voters. IPAT provided TA to the Affordable Housing Authority, Inc. in planning for the building of an accessible home. This included educating committee members, identifying the features needed to make the home accessible, locating vendors and manufacturers, and helping to

State: North Dakota

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market the home. IPAT provided TA to the Pediatric Quorum in monitoring public and private insurance policies covering AT devices and services for children. This included educating committee members on AT options, national policy, and barriers children are facing in North Dakota to AT funding. IPAT will provide technical assistance in a similar manner during Year 2 and Year 3 of this Plan.

### *Transition*

The AT Act requires that IPAT specifically focus on training and TA around transition. This includes transition for students with disabilities who are exiting high school for employment or post-secondary schooling and transition for those entering or maintaining community living.

During the first year, IPAT served on the Southwest Area on Transition (SWAT) task force. SWAT is made up of representatives from education, vocational rehabilitation, developmental disabilities, protection and advocacy, independent living and IPAT. SWAT developed a plan for students in high school with learning disabilities to have on-site work experiences in their home community. In Year 2, IPAT will work with SWAT to identify AT devices and services for individual students transitioning to work.

IPAT produced a document titled “Remaining AT Home...Priceless” which is an outcome report specific to the assistive technology component of a Real Choice Project in North Dakota. This publication was presented to the Governor’s Olmstead Commission to educate them on the potential of AT devices and services in delaying institutional or other high-cost placements. The document was disseminated to legislative policy makers, hospital discharge workers, social service entities, independent

State: North Dakota

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living centers, Protection and Advocacy, and other service providers. In Year 2, IPAT will continue to disseminate and give presentations about the Remaining at Home project and its outcomes. The purpose will be to help decision makers understand that if AT devices and services are made available, the probability of remaining at home or living in a less restrictive environment increases.

8.2 Public Awareness Activities: Describe how the State will provide information to targeted individuals and entities relating to the availability, benefits, appropriateness, and costs of assistive technology devices and services as described in section 4(e)(3)(B)(ii) of the AT Act.

Over three years, IPAT will use a comprehensive, multifaceted approach to increase awareness about the benefits, range, funding options, and regulations/policies specific to access and acquisition of assistive technology (AT) devices and services. This approach will include IPAT created mailings, Internet postings, exhibits, presentations, and trainings. The intended audiences will include individuals of all ages with all types of disabilities, their family members, service providers and others who show an interest in accessing AT information. IPAT will provide the following public awareness activities:

**Information and Referral** – IPAT will make available to all residents of North Dakota a toll-free (voice/TTY) AT information and referral line. IPAT staff will provide this service by answering callers AT questions and providing information specific to AT benefits, appropriateness, costs, resources, devices, services and regulations. Information will be provided orally, electronically or sent via mail to the caller. Information materials will be made available in alternative format upon request.

**Newsletter** – IPAT’s newsletter, the AT KEY, will be published bi-monthly. It will be made available online at IPAT’s accessible website or mailed in hard copy with alternative formats available upon request, to all persons wishing to be placed on the

State: North Dakota

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newsletter mailing list. Regular features of the newsletter will include a front page story about AT of statewide or national significance, an article specific to funding options for AT, a consumer interest story highlighting AT, an equipment spotlight describing devices available for loan in IPAT's Equipment Loan Library (see attachment 5) and a calendar of events identifying upcoming AT conferences, presentations or exhibits.

**Website** – The IPAT website will feature information specific to the four State Level Activities of the AT Act of 1998, as amended, including IPAT's programs for alternative financial loan, device reuse, device loan and device demonstration. It will also include information on IPAT products, AT laws and regulations, and national AT resources and links. The website will provide a link to contact IPAT staff directly. This can be used by website visitors to access information, to request training or products, or for specific assistance with any of IPAT's activities.

**Publications** – IPAT will continue to develop and disseminate AT publications covering a wide range of topics for individuals with disabilities, their family members, professionals in the field of disability and other interested parties. IPAT will provide publication materials at demonstration sites (see attachment 5), on IPAT's website and through the mail. All IPAT publications and video productions are available in alternative format including closed captioning and descriptive services. During Year 1, IPAT developed publications, including new brochures for the IPAT Equipment Loan Library, AT Swap & Shop, the IPAT program and a booklet depicting people remaining at home through the use AT. IPAT will continue to update publications as needed and develop new in response to identified needs in Year 2 and 3.

State: North Dakota

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**Statewide AT Conference** – IPAT will help plan and participate in the, 3<sup>rd</sup> annual, statewide, Assistive Technology Expo, held in Fargo, North Dakota. The AT Expo is open to the public and has been attended by over 300 people representing a wide range of AT device and service needs. Attendees include professionals in the field of disability, health care providers, individuals with disabilities and their family members, AT vendors and other interested parties. The AT Expo is a direct result of the collaborative efforts of over a dozen entities serving individuals with disabilities at school, work, home and in the community.

IPAT will provide AT awareness and training in a similar manner during year 2 and 3 of this Plan.

8.3 Coordination and Collaboration: Describe how the State will coordinate activities among public and private entities that are responsible for policies, procedures, or funding for the provision of assistive technology devices and assistive technology services to individuals with disabilities, service providers, and others to improve access to assistive technology devices and assistive technology services as described in section 4(e)(3)(B)(iii) of the AT Act.

Over three years, IPAT will engage in coordination and collaboration activities with public and private entities through participation as members of organizations and task forces to address emerging, new or changing AT policies and procedures. These organizations and task forces are sponsored by state agencies, hospitals, community groups and disability networks throughout the state.

IPAT will coordinate the activities of the organization, Partnerships for Assistive Technology (PAT), whose sole mission is to advance the use of assistive technology (AT) by developing resources and promoting partnerships within and between public and private sectors in North Dakota. IPAT coordination activities will include organizing and chairing the meetings, serving as an AT consultant and facilitating the implementation of

State: North Dakota

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identified PAT activities. PAT members will represent over 20 private and public entities located throughout the state, who share a common responsibility for the provision of assistive technology devices and services. They represent education, employment, business, healthcare and community living sectors. Examples of membership will include individuals from the Aging Services Division, Adaptive Equipment Services, Department of Public Instruction, Protection and Advocacy, Vocational Rehabilitation, County Health and MedCenter One Hospital. Members recognize that AT has the potential to positively impact every individual with a disability.

PAT members will hold decision making positions within the entity or agency they represent. This will be necessary to commit resources, analyze new AT policies, or propose changes to current AT policies. Having representation at this level will heighten AT awareness statewide while promoting understanding and ownership of the responsibility each entity has to provide AT devices and services. IPAT, as part of the PAT organization, engaged in collaborative efforts in year one of this Plan, and anticipates coordinating and collaborating in a similar manner during years 2 and 3.

IPAT will also collaborate and coordinate with:

- Rebuilding Together Program (RT), formerly known as The Christmas in April (CIA) program served the cities of Bismarck and Mandan; IPAT coordinated with RT to identify the AT solutions for home rehabilitation projects for individuals with disabilities and those experiencing the effects of aging.

IPAT will coordinate and collaborate in a similar manner in Year 2 and 3.

State: North Dakota

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Attachment 9: Involvement of Public and Private Entities

**9.1 Nature and Extent of Resource** – Describe the nature and extent of resources that will be committed by public and private collaborators to assist in accomplishing identified goals.

The Department of Human Services, as the lead agency, will control and administer the funds at no cost. The North Dakota Association for the Disabled, as the implementing entity, will administer the grant, including fiscal operations (i.e. payroll, purchasing, reimbursement requests, consumer stipend management), as in-kind contribution to IPAT. Therefore, no indirect costs will be charged to the funds awarded under this grant. IPAT received a \$40,000 grant in 2004 from the Technology Access Foundation to expand the inventory of the IPAT Equipment Loan Library. A portion of that grant, \$25,000, will be expended within the next year. This is an annual grant and therefore will not be guaranteed for the full three years of this state plan.

A small fee will be charged for equipment rented from the IPAT Equipment Loan Library (ELL). The costs will range from \$10 to \$40, depending on the value of the equipment. Shipping costs, will be also assessed to the borrower. These fees will be waived if delivery can be arranged for volunteer drivers or on-site pickup. Fees will typically be paid by vocational rehabilitation, education, workforce safety insurance, and veteran's administration. The fees collected will help to defray maintenance and shipping costs of the ELL. IPAT will adopt a sliding fee schedule for individuals not covered by an agency. This will eliminate denying a person access to the Equipment Loan Library due to their inability to pay.

**9.2 Mechanisms to Ensure Coordination** – Describe the mechanisms established to ensure coordination of activities and collaboration between the implementing entity, if any, and the State.

State: North Dakota

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The State of North Dakota, Department of Human Services (DHS) entered into a contract with the North Dakota Association for the Disabled (NDAD) to act as the Implementing Entity for the State AT Act, IPAT. This contract sets forth the activities that will be conducted by NDAD/IPAT and identifies the oversight to be provided by DHS. DHS has assigned their Chief Fiscal Officer (CFO) to oversee the contract. The Executive Director of IPAT is and will discuss the AT activities on a routine basis with the CFO, via telephone, e-mail, and meetings as needed. IPAT does and will compile a monthly activity report for the Consumer Advisory Committee which will also be shared with the CFO. IPAT does and will compile an annual report on activities completed which will include data related to those activities, which will be provided to the CFO.

**9.3 Involvement of State Advisory Council** – Describe the nature and extent of the involvement of the State Advisory Council in the planning, implementation, and evaluation of the activities carried out through the grant, including setting the measurable goals required in section 4(d)(3).

The IPAT Consumer Advisory Committee (CAC) met five times before the compilation of this plan. Each requirement of the AT Act of 1998, as amended, was reviewed during the meetings. The CAC Chairperson facilitated the discussions regarding ideas to initiate, improve, and/or expand AT activities. It was during these reviews that the CAC made the decision to request a change in the implementing agency (attachment 2).

Changes in procedures of the IPAT Equipment Loan Library, ideas to expand the access to demonstration sites statewide, suggestions to increase coordination of the re-use program (Swap & Shop), and improvements to access of the Alternative Financial Loan Program (AFP) are based on the advice and guidance given at these meetings and are incorporated within the attachments of this plan. The measurable goals for the Statewide

State: \_\_\_\_\_North Dakota\_\_\_\_\_

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AT Plan will be set by the CAC based on the results of the baseline data gathered in year one.

The CAC will meet bi-monthly and will provide advice and guidance on the implementation of the AT activities. IPAT will provide monthly activity reports, including data related to each activity, to CAC members. They will review IPAT's data collection to evaluate progress made in accomplishing the identified goals. IPAT will adjust activities in response to input from the CAC.

State: \_\_\_\_\_ North Dakota \_\_\_\_\_

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Attachment 10: State Support

10.1 State Support for State-level- Activities – If applicable, describe how the State will support with State funds and State-level activities described in section 4(e)(2).

Not Applicable

10.2 State Support for State Leadership Activities – If applicable, describe how the state will support with State funds any State Leadership activities described in section 4(e)(3), if applicable.

Not Applicable

State: North Dakota

Attachment 11: Allocation and Utilization of Funds

11.1 Tracking Expenditures-Describe planned procedures for tracking expenditures for activities described in sections 4(e)(2) and (3).

The North Dakota Association for the Disabled (NDAD) has a well established accounting system to track income and expenditures. IPAT will request separate cost centers for each State Level and State Leadership Activity. IPAT staff will track their time and travel expenses according to activity by keeping daily time/expense logs. Salaries, rental space, and equipment purchases will be prorated according to use and allocated to the appropriate cost center. Costs for specific printed products, such as the Equipment Loan Library brochures, and postage/shipping costs related to a specific activity, such as the AT Key Newsletter, will be allocated to the appropriate activity. General office supplies, professional resources, and administrative costs will be prorated according to the 60% State Level Activities and 40% State Leadership Activities split.

11.2 Proposed Budget Allocations – Attach a budget containing proposed allocations for activities described in sections 4(e)(2) and (3).

The following are proposed budget allocations for State Leadership and State Level Activities for Year 2 of the program. No indirect costs are being charged by Lead Agency or Implementing Entity.

Proposed Allocation	Distribution	Total Award Amount \$316,311
State Level	60%	\$189,787
State Leadership	40%	\$126,524
	<i>Leadership Activities 95% (of 40%)</i>	<i>\$120,198</i>
	<i>Transition 5% (of 40%)</i>	<i>\$ 6,326</i>
Indirect Costs	0%	\$ 00,000

State: \_\_\_\_\_ North Dakota \_\_\_\_\_

<b>TOTAL</b>	<b>\$316,311</b>
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The following identifies how NDAD/IPAT proposes to allocate funds for specific activities within the budget.

<b>State Level Activities</b>	<b>Proposed Allocation</b>
State Financing Activities	\$15,000
Device Reutilization Program	\$15,000
Device Loan Program	\$83,142
Device Demonstration Program	\$76,645
<b>State Leadership Activities</b>	<b>Proposed Allocation</b>
Training and Technical Assistance Activities	\$52,109
Transition	\$ 6,326
Public Awareness Activities	\$56,089
Coordination and Collaboration	\$12,000

State: \_\_\_\_\_ North Dakota \_\_\_\_\_

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### **North Dakota GEPA Provision**

The Interagency Program for Assistive Technology (IPAT), a program of The North Dakota Association for the Disabled (NDAD), will take all the necessary steps to ensure that all partners and subcontractors will comply with the General Education Provisions Act (GEPA), section 427. IPAT/NDAD will ensure that all people have equal access to and equitable participation in their programs and services. They will not discriminate on the basis of gender, race, national origin, color, disability or age. All programs and materials will be developed so that children and adults with disabilities and those with diverse backgrounds will be able to successfully and fully participate. For example:

1. IPAT will systematically reach out to people in remote rural areas in the design of program activities and information dissemination to ensure that barriers to equitable participation resulting from geographic isolation are overcome, by utilizing existing technology such as video conferencing available in most schools and small rural hospitals.
2. IPAT programs will be held in physically accessible locations. In addition, IPAT will ensure that if someone needs accommodations such as sign language interpreters or closed captioning to effectively participate they will be provided.
3. IPAT will ensure that websites are accessible and meet the North Dakota State accessibility standard.
4. IPAT will make all training materials and other informational materials available in alternative formats upon request, such as audio, large print, and Braille.
5. IPAT will adhere to Section 508 standards in all aspects of the program to include accessible website and telecommunications.

State: \_\_\_\_\_ North Dakota \_\_\_\_\_

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Part II – Assurances

CERTIFICATION REGARDING LOBBYING

John Hoeven, Governor  
Carol K. Olson, Executive Director

**CERTIFICATION REGARDING LOBBYING**

Applicants must review the requirements for certification regarding lobbying included in the regulations cited below before completing this form. Applicants must sign this form to comply with the certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying." This certification is a material representation of fact upon which the Department of Education relies when it makes a grant or enters into a cooperative agreement.

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a Federal contract, grant or cooperative agreement over \$100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, 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 making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal 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 grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts under grants and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certification.

NAME OF APPLICANT	PR/AWARD NUMBER AND / OR PROJECT NAME
<i>ND Department of Human Services (H224A060034)</i>	
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
<i>Brenda M. Weisz, CFO</i>	
SIGNATURE	DATE
<i>Brenda M. Weisz</i>	<i>7-14-06</i>