

Title: Independent Living Skills New Vendor Orientation (ILSNV)

Date: Thursday, February 8, 2024 from 9:00 AM to 3:30 PM

PLEASE CAREFULLY READ THIS POST IN ITS ENTIRETY. FAILURE TO FOLLOW ALL INSTRUCTIONS ON THIS POST WILL RESULT IN AUTOMATIC DENIAL OF ADMISSION TO THE ILSNV.

Registration is now open for the February 8, 2024 Independent Living Skills New Vendor Orientation (ILSNV). The ILSNV will be conducted in person at SARC's Watsonville office. Successful completion of the ILSNV is required for vendorization as an Independent Living Skills provider.

To register for the ILSNV, please complete by no later than Thursday, January 25, 2024:

- Send an email to both Kai Reade (kreade@sarc.org) and Gabriela Alvarez (galvarez@sarc.org) that contains the following attachments in support of your request for admission to the ILSNV:
 - a. A copy of your updated resume
 - b. A Letter of Intent that explains
 - i. Why you are interested in providing Independent Living Skills services to SARC-sponsored individuals
 - ii. Your background and experience working with individuals with I/DD
 - iii. The county within the SARC catchment area in which you intent to provide services
 - iv. Steps you have taken in preparation to provide services to SARC-sponsored individuals, and
 - v. How you will implement the HCBS Final Rule in providing services to SARC-sponsored individuals

Each of the described documents must be sent as a separate Word or PDF attachment to your email. Resumes or Letters of Intent included as in-line text in your email will not be accepted. Please make sure your resume and Letter of Intent are free of typographical errors prior to submission.

You must register for the ILNV by submitting all supporting documents described above by no later than 11:59 p.m. on January 25, 2024 in order to be considered for admission.

Registrations and supporting documents timestamped after 11:59 p.m. on January 25, 2024 will not be considered for admission.

Your submitted documents will be reviewed, and a determination will be made as to whether you will be admitted to ILSNV. You will receive an email by end of day on February 1, 2024 that either confirms or denies your admission to the ILSNV. If you are admitted, you will receive further instructions and the training agenda. Please note that no more than two (2) individuals from a single agency will be admitted to the ILSNV unless prior approval is obtained from Community Resources Unit Manager, Ann Sieber.

We do not maintain a waitlist for admission. If you are not admitted to or are unable to attend the February ILSNV, you will need to re-apply for admission to the next ILSNV currently scheduled for May 2024. Registration for the May ILSNV will open in April. Check the Events Calendar on SARC's website for further information about future ILSNV events. Thank you, we look forward to hearing from you!