The Participant Advisory Committee (PAC) will be created to provide feedback to PPL on online documents, Guidebooks, Training Materials, and forms. The PAC membership should represent a diverse group in Pennsylvania, including geographic and demographic representation, to support PPL and PA ODP.

Definitions:

Chair	Elected to lead the committee
Seat	Members of the Committee

The PAC will include the following members:

Number of Committee Members	Voting or Non-voting	Type	Notes
Two	Non-voting	PPL Staff	PPL will assign this individual.
Two	Non-voting	PA ODP Staff	1 – Grant Manager 1 – ODP Staff
Two	Voting	Administrative Entity (AE)	Chosen by points system.
Two	Voting	Supports Coordinator (SC)	Chosen by points system.
One	Voting	Support Broker Network	Temple Institute on Disabilities will assign this individual.
Six	Voting	Individuals with an intellectual disability, family member, and common law employer	Chosen by points system.

MEMBERSHIP INFORMATION:

- Names will not be shown during application review.
  - A separate PPL staff member will replace the names with a numbering system (numbered in order the applications are received) prior to sending to the PPL staff PAC member.
- The PAC will meet quarterly.
- The Chair will be elected by the PAC once established. The Chair can only be an individual with an intellectual disability, family member, or CLE.
  - If the person chosen has an intellectual disability and needs support, support will be provided. Examples: Setting up a meeting with PPL and PA ODP prior to the PAC quarterly meeting to help prepare the Chair; bringing support that can help with other needs (this can be paid support).
- If the PAC member misses 2 consecutive meetings without good reason they will be replaced.

FIRST YEAR - MEMBERSHIP TERMS:

Membership terms will be randomly assigned for the first year. The terms were not assigned by the Scoring Committee and will be randomly assigned by application numbers.

NUMBER	MEMBERSHIP TERM
ODD or FIRST CHOSEN (for example, if there are two odd numbers for an SC/AE.)	1 YEAR
EVEN or SECOND CHOSEN (for example if there are two even numbers for an SC/AE)	2 YEARS

Member Description	Total Members on PAC	Terms
Individuals with an intellectual disability, family member, and common law employer	Three	1-year term
Individuals with an intellectual disability, family member, and common law employer	Three	2-year term
Administrative Entity (AE)	One	1-year term
AE	One	2-year term
Supports Coordinator (SC)	One	1-year term
SC	One	2-year term

AFTER FIRST YEAR - MEMBERSHIP TERMS:
Six months prior to terms ending, membership will open to replace those seats with ending terms. The new terms below will ensure staggered terms, so all memberships do not expire at the same time.
- 1-year terms will become 2-year terms.
- 2-year terms will become 3-year terms.

POINT SYSTEM CRITERIA:

The scoring committee will consist of PA ODP and PPL. If there is a tie, the scoring committee will review the open questions and score those accordingly.

Type	Points/Rules
Administrative Entity (AE)	No two AEs or SCs from the same region.
Supports Coordinator (SC)	
Individuals with an intellectual disability, family member, and common law employer	1 POINT – Family member, CLE, SSP 2 POINTS – Family member and CLE 5 POINTS – Individual with an intellectual disability
What other organizations or groups are you an active or former member?	If answered, add 1 POINT. If there is a tie, add 1 point if the organizations or groups are related to self-direction for people with an intellectual or developmental disability.
What experience, perspectives or special skills would you bring to the PA ODP VF/EA FMS Participant Advisory Committee?	If answered, add 1 POINT. If there is a tie: • If the years of experience are not included, no points will be added. • 1-3 years' experience, add 1 POINT. • 4-6 years' experience, add 3 POINTS. • 7+ years' experience, add 5 POINTS.
Please explain why you want to become a member of the PA ODP VF/EA FMS Participant Advisory Committee and what you would want to accomplish.	If not answered, subtract 1 POINT. If there is still a tie after scoring the open questions, the scoring team will review this question. Members of the scoring committee should vote if there are still ties.

PLEASE SCROLL DOWN TO COMPLETE THE APPLICATION (CLICK THE LINK OR SCAN THE QR CODE)

CLICK THE LINK OR SCAN THE QR CODE:

https://forms.office.com/r/Egm6vpWkxe

PA Office of Developmental
Programs (ODP) - Participant
Advisory Committee -