

## ATTACHMENT C – WORK PLAN

**These instructions are for Applicants – this page should not be included in the contract**

A standard template for the work plan is included, which identifies the objectives that need to be met and one or more associated tasks to be completed. Each task is associated to one or more performance measures.

Applicants may add Tasks or Performance Measures to the table if needed and also do not have to use all of the provided spaces for Tasks and Performance Measures.

For Multi-Year contracts, each period will have a separate work plan – a contract that has three periods established would have three separate work plans outlined here.

**ATTACHMENT C – WORK PLAN  
SUMMARY**

PROJECT NAME: Statewide Systems Advocacy Network (RFP GC24-002)

CONTRACTOR NAME: \_\_\_\_\_

CONTRACT PERIOD NUMBER: 1

CONTRACT PERIOD: From: October 1, 2024  
To: September 30, 2025

**Project Summary: A high-level overview of the project, including the overall goal and desired outcomes.**

Beginning in October 2001, the Office of Adult Career and Continuing Education Services (ACCES) of the New York State Education Department (NYSED) established the Statewide Systems Advocacy Network (SSAN) to coordinate activities in support of the New York State Independent Living Council Inc.'s (NYSILC) disability policy agenda. The SSAN was established as a component of the New York Title VII State Plan for Independent Living (SPIL) that guides the use of Federal Title VII Part B and Title VII part C independent living resources in New York State. The efforts of the SSAN over the past 20 years are viewed by ACCES and NYSILC as highly successful in carrying out activities toward the achievement of disability policy agenda goals.

This new SSAN request for proposals seeks to continue work begun and strengthen capacity over the next three years by making funding available for the establishment of Statewide Systems Advocacy Network Centers (SSANC). The proposal seeks to establish up to fifteen (15) SSAN Center project sites for this model component.

The purpose of these projects is to conduct coordinated statewide advocacy activities in support of the New York State Independent Living Council's (NYSILC) disability policy agenda based on statewide needs assessment results.

**ATTACHMENT C – WORK PLAN  
DETAIL**

<b>Objective</b>
<b>1. Provide a plan to establish at least five (5) local partnerships and coalitions per year (8 points)</b>
<b>Task</b>
<b>1.1</b>
<b>Performance Measures</b>
<b>1.1.1</b>
<b>1.1.2</b>
<b>1.1.3</b>
<b>Task</b>
<b>1.2</b>
<b>Performance Measures</b>
<b>1.2.1</b>
<b>1.2.2</b>
<b>1.2.3</b>

Contract Number: # \_\_\_\_\_

**ATTACHMENT C – WORK PLAN  
DETAIL**

<b>Objective</b>
<b>2. Provide a plan to disseminate no fewer than 44 educational alerts from the SSAN Coordinator on behalf of the SSAN network each year (8 points)</b>
<b>Task</b>
<b>2.1</b>
<b>Performance Measures</b>
<b>2.1.1</b>
<b>2.1.2</b>
<b>2.1.3</b>
<b>Task</b>
<b>2.2</b>
<b>Performance Measures</b>
<b>2.2.1</b>
<b>2.2.2</b>
<b>2.2.3</b>

Contract Number: # \_\_\_\_\_

**ATTACHMENT C – WORK PLAN  
DETAIL**

<b>Objective</b>
<b>3. Provide a plan that demonstrates coordination or participation in no fewer than 20 public education activities at the local level each year (8 points)</b>
<b>Task</b>
<b>3.1</b>
<b>Performance Measures</b>
<b>3.1.1</b>
<b>3.1.2</b>
<b>3.1.3</b>
<b>Task</b>
<b>3.2</b>
<b>Performance Measures</b>
<b>3.2.1</b>
<b>3.2.2</b>
<b>3.2.3</b>

**ATTACHMENT C – WORK PLAN  
DETAIL**

<b>Objective</b>
<b>4. Provide a plan to engage in no fewer than six (6) local community organizing activities or events each year (8 points)</b>
<b>Task</b>
<b>4.1</b>
<b>Performance Measures</b>
<b>4.1.1</b>
<b>4.1.2</b>
<b>4.1.3</b>
<b>Task</b>
<b>4.2</b>
<b>Performance Measures</b>
<b>4.2.1</b>
<b>4.2.2</b>
<b>4.2.3</b>

**ATTACHMENT C – WORK PLAN  
DETAIL**

Objective
<b>5. Provide a plan to deliver at least six (6) public testimonies, statements or letters each year (8 points)</b>
Task
<b>5.1</b>
Performance Measures
<b>5.1.1</b>
<b>5.1.2</b>
<b>5.1.3</b>
Task
<b>5.2</b>
Performance Measures
<b>5.2.1</b>
<b>5.2.2</b>
<b>5.2.3</b>

**ATTACHMENT C – WORK PLAN  
SUMMARY**

PROJECT NAME: Statewide Systems Advocacy Network (RFP GC24-002)

CONTRACTOR NAME: \_\_\_\_\_

CONTRACT PERIOD NUMBER: 2

CONTRACT PERIOD: From: October 1, 2025  
To: September 30, 2026

**Project Summary: A high-level overview of the project, including the overall goal and desired outcomes.**

Beginning in October 2001, the Office of Adult Career and Continuing Education Services (ACCES) of the New York State Education Department (NYSED) established the Statewide Systems Advocacy Network (SSAN) to coordinate activities in support of the New York State Independent Living Council Inc.'s (NYSILC) disability policy agenda. The SSAN was established as a component of the New York Title VII State Plan for Independent Living (SPIL) that guides the use of Federal Title VII Part B and Title VII part C independent living resources in New York State. The efforts of the SSAN over the past 20 years are viewed by ACCES and NYSILC as highly successful in carrying out activities toward the achievement of disability policy agenda goals.

This new SSAN request for proposals seeks to continue work begun and strengthen capacity over the next three years by making funding available for the establishment of Statewide Systems Advocacy Network Centers (SSANC). The proposal seeks to establish up to fifteen (15) SSAN Center project sites for this model component.

The purpose of these projects is to conduct coordinated statewide advocacy activities in support of the New York State Independent Living Council's (NYSILC) disability policy agenda based on statewide needs assessment results.



**ATTACHMENT C – WORK PLAN**

<b>Objective</b>
<b>1. Provide a plan to establish at least five (5) local partnerships and coalitions per year (8 points)</b>
<b>Task</b>
<b>1.1</b>
<b>Performance Measures</b>
<b>1.1.1</b>
<b>1.1.2</b>
<b>1.1.3</b>
<b>Task</b>
<b>1.2</b>
<b>Performance Measures</b>
<b>1.2.1</b>
<b>1.2.2</b>
<b>1.2.3</b>

**ATTACHMENT C – WORK PLAN**

**Objective**

**2. Provide a plan to disseminate no fewer than 44 educational alerts from the SSAN Coordinator on behalf of the SSAN network each year (8 points)**

**Task**

**2.1**

**Performance Measures**

**2.1.1**

**2.1.2**

**2.1.3**

**Task**

**2.2**

**Performance Measures**

**2.2.1**

**2.2.2**

**2.2.3**

**Objective**

Contract Number: # \_\_\_\_\_

**ATTACHMENT C – WORK PLAN**

<b>3. Provide a plan that demonstrates coordination or participation in no fewer than 20 public education activities at the local level each year (8 points)</b>
<b>Task</b>
<b>3.1</b>
<b>Performance Measures</b>
<b>3.1.1</b>
<b>3.1.2</b>
<b>3.1.3</b>
<b>Task</b>
<b>3.2</b>
<b>Performance Measures</b>
<b>3.2.1</b>
<b>3.2.2</b>
<b>3.2.3</b>

**ATTACHMENT C – WORK PLAN**

<b>Objective</b>
<b>4. Provide a plan to engage in no fewer than six (6) local community organizing activities or events each year (8 points)</b>
<b>Task</b>
<b>4.1</b>
<b>Performance Measures</b>
<b>4.1.1</b>
<b>4.1.2</b>
<b>4.1.3</b>
<b>Task</b>
<b>4.2</b>
<b>Performance Measures</b>
<b>4.2.1</b>
<b>4.2.2</b>
<b>4.2.3</b>

**ATTACHMENT C – WORK PLAN**

**Objective**

**5. Provide a plan to deliver at least six (6) public testimonies, statements or letters each year (8 points)**

**Task**

**5.1**

**Performance Measures**

**5.1.1**

**5.1.2**

**5.1.3**

**Task**

**5.2**

**Performance Measures**

**5.2.1**

**5.2.2**

**5.2.3**

**ATTACHMENT C – WORK PLAN  
SUMMARY**

PROJECT NAME: Statewide Systems Advocacy Network (RFP GC24-002)

CONTRACTOR NAME: \_\_\_\_\_

CONTRACT PERIOD NUMBER: 3

CONTRACT PERIOD: From: October 1, 2026

To: September 30, 2027

**Project Summary: A high-level overview of the project, including the overall goal and desired outcomes.**

Beginning in October 2001, the Office of Adult Career and Continuing Education Services (ACCES) of the New York State Education Department (NYSED) established the Statewide Systems Advocacy Network (SSAN) to coordinate activities in support of the New York State Independent Living Council Inc.'s (NYSILC) disability policy agenda. The SSAN was established as a component of the New York Title VII State Plan for Independent Living (SPIL) that guides the use of Federal Title VII Part B and Title VII part C independent living resources in New York State. The efforts of the SSAN over the past 20 years are viewed by ACCES and NYSILC as highly successful in carrying out activities toward the achievement of disability policy agenda goals.

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**ATTACHMENT C – WORK PLAN  
DETAIL**

<b>Objective</b>
<b>1. Provide a plan to establish at least five (5) local partnerships and coalitions per year (8 points)</b>
<b>Task</b>
<b>1.1</b>
<b>Performance Measures</b>
<b>1.1.1</b>
<b>1.1.2</b>
<b>1.1.3</b>
<b>Task</b>
<b>1.2</b>
<b>Performance Measures</b>
<b>1.2.1</b>
<b>1.2.2</b>
<b>1.2.3</b>

Contract Number: # \_\_\_\_\_

**ATTACHMENT C – WORK PLAN  
DETAIL**

<b>Objective</b>
<b>2. Provide a plan to disseminate no fewer than 44 educational alerts from the SSAN Coordinator on behalf of the SSAN network each year (8 points)</b>
<b>Task</b>
<b>2.1</b>
<b>Performance Measures</b>
<b>2.1.1</b>
<b>2.1.2</b>
<b>2.1.3</b>
<b>Task</b>
<b>2.2</b>
<b>Performance Measures</b>
<b>2.2.1</b>
<b>2.2.2</b>
<b>2.2.3</b>

Contract Number: # \_\_\_\_\_



**ATTACHMENT C – WORK PLAN  
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<b>Objective</b>
<b>3. Provide a plan that demonstrates coordination or participation in no fewer than 20 public education activities at the local level each year (8 points)</b>
<b>Task</b>
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<b>Performance Measures</b>
<b>3.1.1</b>
<b>3.1.2</b>
<b>3.1.3</b>
<b>Task</b>
<b>3.2</b>
<b>Performance Measures</b>
<b>3.2.1</b>
<b>3.2.2</b>
<b>3.2.3</b>

**ATTACHMENT C – WORK PLAN  
DETAIL**

**Objective**

**4. Provide a plan to engage in no fewer than six (6) local community organizing activities or events each year (8 points)**

**Task**

**4.1**

**Performance Measures**

**4.1.1**

**4.1.2**

**4.1.3**

**Task**

**4.2**

**Performance Measures**

**4.2.1**

**4.2.2**

**4.2.3**

**ATTACHMENT C – WORK PLAN  
DETAIL**

**Objective**

**5. Provide a plan to deliver at least six (6) public testimonies, statements or letters each year (8 points)**

**Task**

**5.1**

**Performance Measures**

**5.1.1**

**5.1.2**

**5.1.3**

**Task**

**5.2**

**Performance Measures**

**5.2.1**

**5.2.2**

**5.2.3**