

Alta California Regional Center  
Board of Directors

BOARD POLICY

**RESOURCE DEVELOPMENT**  
**Purchase of Service Funds for Start-Up Costs**

**I. DEFINITION**

Alta California Regional Center (ACRC) and the Department of Developmental Services (DDS) abide by the contract established between DDS and all regional centers. The contract was amended January 2005 to include a provision allowing purchase of service funds to be used for reasonable start-up costs associated with resource development for the benefit of Regional Center clients.

**II. INTENT**

ACRC intends to allow purchase of service funds to be used to provide grants for reasonable start-up costs associated with resource development as indicated in the contract between the Department of Developmental Services and ACRC. ACRC must ensure that the use of purchase of service funds are

- necessary for establishing a new or additional program, project, or resource for providing services and supports to consumers
- of direct benefit to consumers
- supported by contracts with sufficient detail and measurable performance expectations and results
- not used for routine maintenance of a provider's plant or facility or for the purchase, lease, or maintenance of a provider's vehicle
- not used for construction renovation, alteration, improvement, or repair of real property that is not of direct medical or remedial benefit to the consumer

ACRC shall develop a process for the disbursement of start-up monies and shall keep accounting and other records to document the use of these monies. Furthermore, ACRC shall review each situation for the fair and equitable recoupment of start-up funds should the vendor and/or fund recipient cease to provide services to consumers after a specified period of time. This period will be no less than 1 year or longer than 5 years. Such recoupment will be proportional to the time service has been provided. This will include start-up funds to purchase real property. ACRC shall include contract language to address recoupment of start-up funds in each contract with a fund recipient.

**III. EXCEPTION TO POLICY**

The contract language is very clear and specific and does not allow for exceptions to the expectations outlined in the contract.