

Funding for Individuals with Comprehensive Needs Policy

The Erie County Board of DD, in keeping with its mission, provides necessary funds to individuals that have comprehensive needs that can not be addressed by another funding stream or source. These funds are for the purpose of meeting the needs of individuals that have a wide variety of needs and require the assistance of multiple support staff and / or other agency involvement.

The Superintendent shall establish, revise and keep current the procedures to be utilized in the implementation of this policy. The superintendent/ designee shall ensure compliance with these procedures. All revisions and changes will be shared with the Board when made.

Superintendent Signature:

Caree Beien

Date:

August 20, 2015

Implemented: December 20, 2013

Board Approval: December 20, 2013

Reviewed: 8/20/15

Revised: 8/20/15

Cross Reference:

Procedures to Request Funding for Individuals with Comprehensive Needs

I. Eligibility Criteria

- A. Individual is eligible for board services according to O.R.C. 5126.
- B. Individual is a resident of Erie County.
- C. The individual is not otherwise supported financially by the board (i.e. Individual Options Waiver, SELF Waiver, Level 1 Waiver, Individual Supports Budget or Family Directed Resources.)
- D. The request is related to the eligible individual's documented delay or developmental disability.
- E. The request is not a typical expense incurred by a family.
- F. The requested support can not be paid for in another manner either by insurance, school system, natural support or other entity.

II. Requesting The Funding For Services

- A. In order to access the funding for Individuals with comprehensive needs a request must be submitted in writing to the Erie County Board of DD. This request should include information such as the reasons for the request, other funding streams explored and any additional pertinent information that would assist the committee in making a decision.
- B. All requests will be reviewed by the Special Requests Committee housed at the Erie County Board of DD.
- C. Funding shall be based on availability of funds. The maximum amount of a request for an Individual Service Plan or Allocation Year is \$1500.00.
- D. If a request is greater than the maximum allowed, but less than \$1650.00, the request must be submitted to the appropriate Department Director for approval.
- E. If a request exceeds \$1650.00 but is less than \$2100.00, the request is submitted to the appropriate Department Director, then to the Superintendent for consideration.
- F. Any request to increase above \$2100.00, must be submitted to the appropriate Department Director for submission to the Board for consideration. Proposals should identify options considered and efforts to access additional resources.
- G. If at any time an individual is dissatisfied with a decision regarding a request for funding, they may at any time exercise their Administrative Resolution of Complaints per County Board Policy.

III. To Access The Funding

- A. A revision to the individual's plan and budget sheets will be completed and submitted.
- B. The vendor must agree to be reimbursed for the service; items are not paid for until after delivery or completion.
- C. The Individual and Family Support (IFS) Specialist will enter the services, cost, and vendor information into the tracking and payment system.
- D. Any packing slips/billing forms shipped with the item need to be turned into the (IFS) department to be approved for payment then submitted to the business department.