

NORTH AND WEST METROPOLITAN REGION

DISABILITY PARTNERSHIPS AND SERVICE PLANNING

TIME-LIMITED OR ONE-OFF REQUEST FOR ADDITIONAL FUNDING (RAF)

SUMMARY FOR SERVICE PROVIDERS AND APPLICANTS – JUNE 2011

Background and Purpose

Previously, access to short-term or one-off funding for people with a disability was through a number of separate processes and funding sources including the Regional Disability Support Initiative (RDSI), funds managed by the Case Management Action Group (CMAG), and Requests for Additional Funding (RAF).

In addition, opportunities for improvement were identified in previous processes relating to the identification of alternative flexible options, and monitoring of the implementation of strategies and achievement of goals for which the additional funding was provided.

The North and West Metropolitan Region (the region) has developed an improved and consolidated process to:

- achieve better outcomes for people with a disability
- streamline pathways and strengthen decision-making processes to continue to enhance priority allocation of resources.

Who is eligible for funding?

Any person that has been determined to meet Target Group Assessment (TGA) as per the *Disability Services Act 2006* (ie. sensory, physical, or neurological impairment or acquired brain injury or combination thereof; intellectual disability; or developmental delay for children under six years of age).

What types of support can be funded?

Increased or additional supports of a **time-limited or one-off nature** may be funded including:

- aids and equipment,
- professional assessments,
- consultancy for behaviour support plans,
- staff training,
- transitional supports,
- supports required for intensive early intervention or skill development with the aim of reducing subsequent more restrictive or resource intensive approaches,
- additional staffing or personal care.

All requests will be considered in line with Individual Support Package (ISP) planning and funding principles. Costs that any other community member would reasonably be expected to pay will need to be met by the individual in most circumstances. Funding cannot be used for gambling or anything that is illegal. Refer to *ISP Guidelines – Information Sheet #3*.

How much funding can be requested and for what period of time?

A maximum of \$20,000 of funding can be requested for Time-limited or One –off funding for a period of up to twelve weeks. Requests for further funding beyond this are considered on-going and an application must be made via the Disability Support Register (DSR).

Who can apply for additional funding under this process?

Applications for additional funding will be accepted from:

- A person with a disability or their families/carers
- the person's Individual Support Package (ISP) implementer or facilitator
- the person's case manager
- a staff member from a Community Services Organisation (CSO) that is providing support to the person

How applications for funding are made?

The attached "Time-Limited or One – Off Request Additional Funding Application" form and Funding Schedule should be completed and e-mailed to administrationdasp.northandwest@dhs.vic.gov.au.

What happens next?

Time limited supports require a sound rationale outlined in the application and supporting documentation where applicable (eg. Behaviour Support Plans, Assessment Reports). Following receipt and initial analysis of the application, clarification or further information may be sought.

Applications may then be considered by a Panel consisting of:

- Management representatives from Disability Services
- Relevant health professionals to advise on particular applications (eg. Occupational Therapist)
- Other panel members as required

Panels will meet as required to consider applications and make recommendations to the relevant Disability Services financial delegate for approval.

Available funds are spread across the financial year on a quarterly basis to ensure coverage and equitable access. Panel recommendations are made taking into consideration priority needs and funds available in that quarter.

Applicants will be advised of the outcome of their application for funding via e-mail or telephone where appropriate. It is the applicant's responsibility to advise other stakeholders of the outcome. Where an application is not approved, alternative options will be discussed with the applicant, their representative, or support provider.

How do I get further information?

Please contact:

- Intake and Response on 1800 783 783 or email northandwest.disability@dhs.vic.gov.au
- your disability service provider
- (for service providers) your relevant Program and Service Adviser.