

# Welcome to the Paperwork Party!

## We'll begin shortly

**Did you know...**

Family Workshops and Parent Support Network events are scheduled every month?

Visit [www.hollandbloorview.ca/familyevents](http://www.hollandbloorview.ca/familyevents)

Upcoming Family Workshop: **Supporting Siblings - A Panel**

**Date:** Thursday April 7<sup>th</sup> from 5:30pm-7pm.

**Register:** <https://hbsiblingworkshop.eventbrite.ca>

# Virtual Paperwork Party: Funding Application Information

Hosted by Holland Bloorview Family Support Specialists, Social  
Workers and Family Leaders

In partnership with Autism Ontario Service Navigators

**No boundaries**

# Privacy and confidentiality in online workshop

## Privacy

- Platform being used is Zoom Healthcare
- Information shared in chat box is viewable to everyone
- As an accessibility feature, live captioning is provided and will be recorded as a transcript. This will not be shared with participants outside of its function for accessibility purposes.
- To protect the privacy of our participants, please do not record or take screenshots of the chat box or the participants through Zoom

## Confidentiality

- It is understood that there will be no sharing of information beyond the confines of this video session
- If you join a breakout room and are not comfortable sharing for any reason, you can contact me for an individual consult

By participating, you consent to the potential risks of participating in an online webinar, and the privacy and confidentiality statements.

# Introductions:

- Gunjan, Family Leader, Holland Bloorview
- Cheryl, Family Leader, Holland Bloorview
- Helen, Family Leader, Holland Bloorview
- Emily, Social Worker, Holland Bloorview
- Karie, Service Navigator, Autism Ontario
- Lauren, Service Navigator, Autism Ontario
- Melissa, Family Support Specialist, Holland Bloorview

# Agenda for tonight

- We will provide a brief overview of some common funding sources and programs.
- We'll then divide up into breakout rooms based on the forms we hope to work on tonight:

**Room 1:** ACSD and other forms

**Room 2:** OAP – Ontario Autism Program

**Main Room:** SSAH – Special Services at Home



**No boundaries**

# Agenda

- Special Services at Home
- Assistance for Children with Severe Disabilities
- Passport Program
- Ontario Autism Program
- Assistive Devices Program
- Jordan's Principle
- Disability Tax Credit
- COVID-19 Emergency Funding
- Private Funding
- Easter Seals Ontario
- Holland Bloorview's Family Support Fund
- Other Support Services
- General tips on filling out funding applications



# General information on common government funding options

**No boundaries**



# Government Funding

## Special Services at Home (SSAH)



- This program helps families who care for a child with a developmental or physical disability. This funding is NOT income based.
- The Ministry of Child and Youth Services manages the SSAH program.
- The application and more information can be found at <https://www.ontario.ca/page/special-services-home>.

## COVID updates:

- SSAH applications do not need a parent signature and they can now be e-mailed to [ACSDtoronto@Ontario.ca](mailto:ACSDtoronto@Ontario.ca), then mailed in afterwards.
- SSAH will cover additional items for activities, services and supports.
- If a healthcare provider is helping a family complete the application over the phone, the family needs send a separate e-mail providing consent for the healthcare provider to complete the application over the phone.



# Government Funding



## Assistance for Children with Severe Disabilities (ACSD)

- The ACSD program helps parents with some of the extra costs of caring for a child with a disability.
- This funding is income based; however; any family can still apply if they have extraordinary expenses that exceed the family income.
- To request an application you must contact the regional office of the Ministry of Child and Youth Services and they will email you the form.
- You can find your regional office on their website at:

<https://www.ontario.ca/page/assistance-children-severe-disabilities-program>

## COVID updates:

- Families can now e-mail ACSD applications. If a clinician is helping over the telephone they would need confirmation of consent. ACSD applications do not need a parent signature and can be e-mailed to

[ACSDtoronto@Ontario.ca](mailto:ACSDtoronto@Ontario.ca)

# Government Funding



## Passport Program

- Passport is a program that helps **adults 18 years or older** with a developmental disability to participate in their communities.
- It also helps caregivers of an adult with a developmental disability take a break from their caregiving responsibilities.
- Developmental Services Ontario manages the application process for all provincially-funded developmental services and supports for adults with a developmental disability in Ontario.
- Families are encouraged to contact DSO when their child is 16 years old.
- Passport is funded by the Ontario Government and administered by local Passport Agencies. Visit [www.dsonario.ca](http://www.dsonario.ca) for more information

## COVID-19 updates:

- Passport will cover additional items for activities, services and supports.
- This temporary expansion is in effect from April 1, 2020 and will remain in effect until further notice.

# Government Funding



## Ontario Autism Program (OAP)

- Children and youth who have been diagnosed with autism are eligible for the Ontario Autism Program. Children and youth receive services and support until the age of 18.
- To register, you must fill out and submit the Ontario Autism Program registration form (on their website) and provide all supporting documentation listed in the form.
- Families are encouraged to check the OAP website regularly to stay up-to-date with any changes: <https://www.ontario.ca/page/ontario-autism-program>

# Government Funding



## OAP COVID updates:

- Those who received a Childhood Budget or Interim One Time Funding were given additional time to spend their funding and submit expenses.
- You do not need to contact the ministry to be eligible or to accept this extension.
- If you have already received Interim One-Time Funding, you may be eligible to receive an additional payment of \$20,000 or \$5,000 (based on your child's age) at the end of your funding period. If eligible, you will be prompted to renew your funding during the process of submitting your expense sheets.
- Autism Ontario hosts regular information sessions about the OAP and about submitting your expense sheets. Visit their website for more information: <https://www.autismontario.com>

# Government Funding

## Assistive Devices Program (ADP)

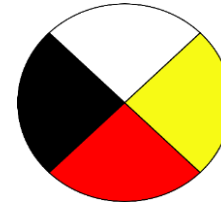


- The Assistive Devices Program helps people with long-term disabilities pay for customized equipment, like wheelchairs, hearing aids and much more.
- ADP also helps cover the cost of specialized supplies, such as those used with ostomies. ADP funding is not based on income.
- ADP covers 75% of the cost for equipment and supplies. For these items, ADP is billed directly by the supplier.
- Visit <https://www.ontario.ca/page/assistive-devices-program> for more info.

## COVID updates:

- ADP is only accepting new applications for funding assistance via email for grants and fax for devices. Do not mail applications to the ADP office.
- For questions, contact [adp@ontario.ca](mailto:adp@ontario.ca)

# Government Funding



## Jordan's Principle:

- Aims to ensure First Nations children can access all public services in a way that is reflective of their distinct cultural needs and that they do not experience any service denials, delays or disruptions.
- Supports equality for First Nations children accessing services including education, mental health, medical equipment, speech therapy and more.
- Applies equally to all First Nations children both on and off reserve. It is also not limited to only First Nations children with disabilities. Any First Nation child who requires health or social service or support is eligible for funding.
- Support for Inuit children can be made through the Inuit Child First Initiative.
- They have a 24-hour, 7-days-per-week call centre: 1-855-572-4453
- In Ontario, you can also email [sac.jordansprincipleon-principedejordan.isc@canada.ca](mailto:sac.jordansprincipleon-principedejordan.isc@canada.ca)

# Government Funding

## Disability Tax Credit (DTC)



- The disability tax credit is a nonrefundable tax credit that helps people with disabilities or their supporting persons reduce the amount of income tax they may have to pay.
- Being eligible for the DTC can open the door to other federal, provincial, or territorial programs such as the registered disability savings plan, the Canada workers benefit, and the child disability benefit.
- Information about how to apply and who is eligible can be found on the Canada Revenue Agency website.
- It is **Form T2201**.
- For questions, please call:  
Telephone: 1-800-959-8281  
TTY: 1-800-665-0354

# COVID-19 emergency funding for families

**No boundaries**





# COVID-19 Emergency Funding for Families



- You can access tipsheets on Holland Bloorview's website, including a list of emergency funds to support basic essential needs during this time. You will also find updated information about government emergency response benefits available during the COVID-19 pandemic.
- This includes an Emergency Funding Tipsheet.
- You can also find other Tipsheets that might help you during COVID-19 at: [www.hollandbloorview.ca/covid-19-tipsheets](http://www.hollandbloorview.ca/covid-19-tipsheets)
- You can also find our general Funding and Supports Guide here: [www.hollandbloorview.ca/fundingprogramsguide](http://www.hollandbloorview.ca/fundingprogramsguide)

# Private funding options



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# Some Private Funding Options

- **Ceridian Cares** - For more information or to apply please visit: <https://www.ceridiancares.ca/application>
- **Labatt Better Together** - For more information or to apply please visit: <https://www.labattbettertogether.ca/apply-for-help>
- **Ontario March of Dimes Assistive Devices Program** - For more information or to apply please visit: <https://www.marchofdimes.ca/en-ca/programs/am/hvmp/Pages/HVMP-How-to-Apply.aspx>
- **Jennifer Ashleigh Children's Charity** – For more information or to apply please visit: <https://jenash.org/online-application-for-financial-assistance-2/>
- Please note: all of these private funding options are income-based.

# Some Private Funding Options



Helping Kids with  
Physical Disabilities  
Succeed

## Easter Seals Financial Assistance – Equipment Funding

- A fund for children, youth, and adults (up to 19 years of age) with physical disabilities who are registered with Easter Seals, to assist with the purchase of specialized mobility equipment and communication devices.
- For more information, visit: <https://services.easterseals.org/equipment-funding/>

## COVID updates:

- Unfortunately, Easter Seals have had to put a pause on additional approvals for equipment. Caregivers are encouraged to continue to send in equipment funding applications however.
- Please email all forms to [services@easterseals.org](mailto:services@easterseals.org)

# Some Private Funding Options



Helping Kids with  
Physical Disabilities  
Succeed

## Easter Seals Incontinence Supplies Grant

- Easter Seals Ontario offers funding for children and youth between ages of 3 to 18 years with physical or developmental disabilities who require the use of diapers and incontinence supplies.
- For more information, visit: <https://services.easterseals.org/incontinence-supplies-grant/>

## COVID updates:

- Easter Seals will be continuing to process applications and reviews as they are submitted, however there will be delays unfortunately.
- Moving forward if you are submitting an application or review to the program please do so electronically by emailing [igprogram@easterseals.org](mailto:igprogram@easterseals.org) and keep your copy.

# Some Private Funding Options



## Holland Bloorview's Family Support Fund

- Offers financial support to Holland Bloorview clients and families during a time of transition or stress. It may support a client's respite needs, equipment, recreation and life skills programs, modifications to home or car, medications or other medical needs experienced during their journey.
- The fund is inclusive to all income levels, diagnoses and residential statuses. However, it is limited to Holland Bloorview clients under the age of 19.
- Our fiscal year runs from April 1<sup>st</sup> to March 31<sup>st</sup> of each year and families can apply each year.
- To apply or for more information, visit:  
[www.hollandbloorview.ca/familysupportfund](http://www.hollandbloorview.ca/familysupportfund)
- Please email any questions to [fsfdoc@hollandbloorview.ca](mailto:fsfdoc@hollandbloorview.ca)

# Other support services



**No boundaries**

# Other Support Services



## TTC Support Person Assistance Card

- The TTC support person assistance card is a photo card that identifies the card holder as a person who, because of disability, needs to be accompanied by a support person.
- A support person accompanying a person with a disability is not required to pay a fare on TTC
- To apply and for more information, visit <https://www.ttc.ca/Fares-and-passes/Other-passes/support-person-assistance-card>



# Other Support Services



## Easter Seals Access 2 Entertainment Card

- The Access 2 Card is for people of all ages and types of disabilities who require the assistance of a support person. When a cardholder presents the Access 2 Card at a participating movie theatre or selected attraction cross Canada, the support person is then given one free admission.
- The person with the disability pays regular admission.
- There is a fee for this card - \$20 for 3 years or \$30 for 5 years.
- To apply or for more information visit their website at:  
<https://access2card.ca/>

# Other Support Services



## Accessible Parking Permit

- People with certain health conditions or diagnoses can apply for an accessible parking permit.
- Accessible parking permits are issued to a person or business and not a vehicle. Permit holders must have been in the vehicle and the permit must be displayed on the dashboard, in order to park in an accessible parking space.
- For further information or to apply, please visit <https://www.ontario.ca/page/get-accessible-parking-permit>

## COVID updates:

- Permit holders are now able to renew online.



## Other Support Services

### **RespiteServices.com**

- Support by phone and virtual workshops to complete funding forms such as SSAH and ACSD. Call 416-322-6317 ext. 1

### **Surrey Place**

- Video guides on how to fill out your SSAH and ACSD forms. You can find these step-by-step video guides on Surrey Place's Youtube channel:

<https://www.youtube.com/SurreyPlaceOntario>

### **Autism Ontario Virtual OAP Information Sessions**

- Call 1-800-472-7789
- Visit: <https://www.autismontario.com/programs-services/under-18/service-navigation/oap-information-sessions>
- Service Navigators are can also support families in completing their OAP paperwork. Register for an OAP Service Navigator at: <https://www.autismontario.com/programs-services/under-18/service-navigation>

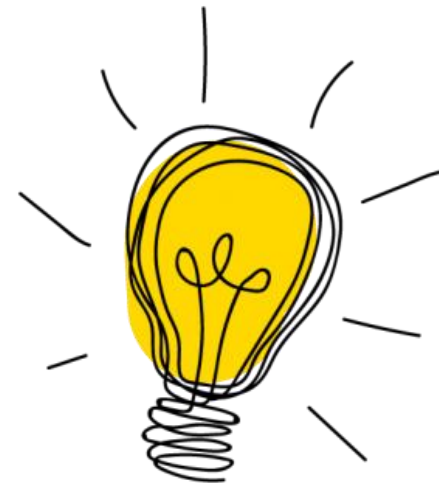
# General tips on filling out funding applications



**No boundaries**

# Tips on making the most of your time

- Make sure the form you are using is the most up-to-date version.
- If you have to complete multiple applications, take all the applications that require your healthcare professional's input. You can schedule one visit to do this.
- Make careful note whether the funder wants the application mailed, faxed or submitted electronically. Submission requirements may also have changed due to COVID-19.
- If there is a checklist of items to include, make sure to use it.



TIP!

# Tips on advocating in a funding form

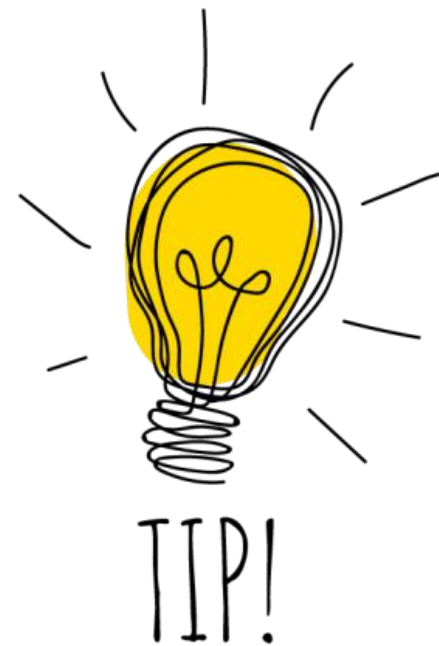
- Think of each funding application form as a means to an end, to get the funding and supports in place for you, your child and/or family.
- It is helpful to explain how your needs, your family's needs or your child's needs might be different than the average person. Sometimes, the people who are reviewing do not understand the impact of the barriers that you face.



TIP!

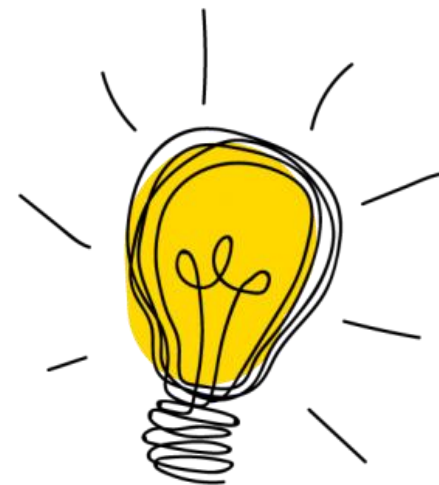
# Tips on advocating in a funding form

- When you describe your family situation, think about the most difficult day that you and/or your family have had to face, and write as if it were reflecting the most challenging day.
- Make sure to describe your entire family situation and life circumstances (e.g. if you have other sibling children or aging parents you are taking care of; if you are a single parent; or if you are unemployed). These are particularly important factors to mention on funding forms, which may affect your day to day, or how you provide care for your family now or in the future.



# Tips on wording and language

- Say what you need very clearly and the reason why you need it. It is important to show the impact of the item or service that you are requesting and how it changes your family or child's life.
- Always write as if the person reading it knew nothing about you, your family's life, your child's diagnosis, or any barriers that you face.
- If there is a sample letter on the funder's website, use it as a guide.

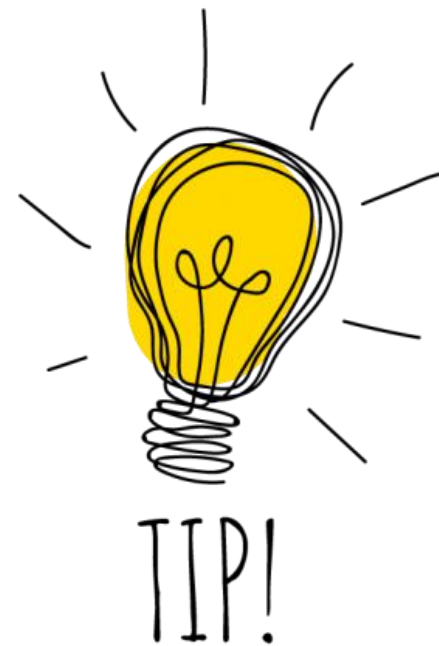


TIP!



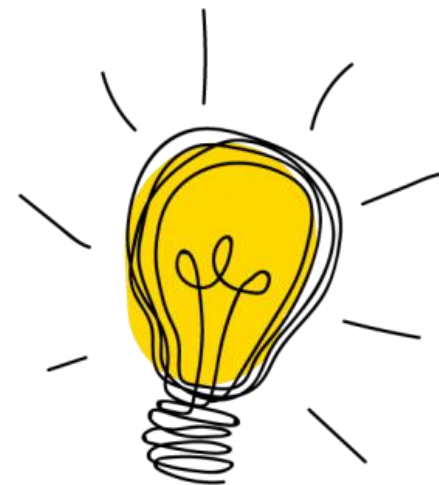
# Tips on wording and language

- Key words to use can include: urgent, emergency, crisis, safety, risk, concern. These words have more weight.
- Be as specific as possible about needs and goals. It is helpful to define anything that you think the average person wouldn't know of. (Real life example: use 'leg braces' even if you call them 'braces' on a regular basis. We have heard that reviewers in the past thought that 'braces' referred to dental braces only!)
- Try not to use acronyms or abbreviations.



# General tips for organization

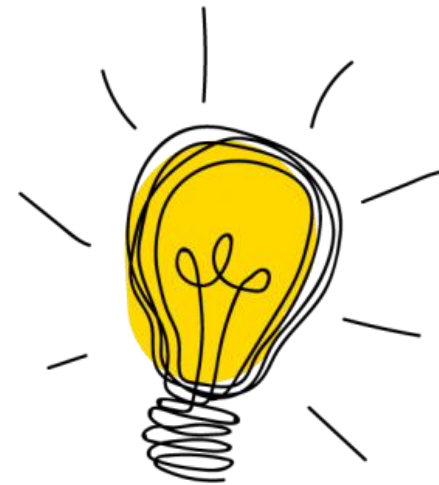
- If the applications have deadlines or timelines, add them to your calendar right away as a reminder
- Keep copies (whether hard copy, typed copy, or scanned copy) of everything you submit on your computer or in your filing cabinet. This will help you remember what you applied for, and will also help you save time for another application that might need the same information.
- Always note the date that you submit your form, on the saved copy, for your reference or if something gets lost.



TIP!

# Tips on when and why to contact the funding source

- Make sure you have a contact from the funding source to ask any questions to.
- Ask or find out when to expect to hear back from the funding source.
- Don't be afraid to follow up or remind the funding source if you don't hear from them in that period of time.
- If you are unsure as to whether or not the item/service is eligible for funding, always contact the funding source first, instead of assuming they would fund this particular item/service.



TIP!

# Tips on making sure your application is complete

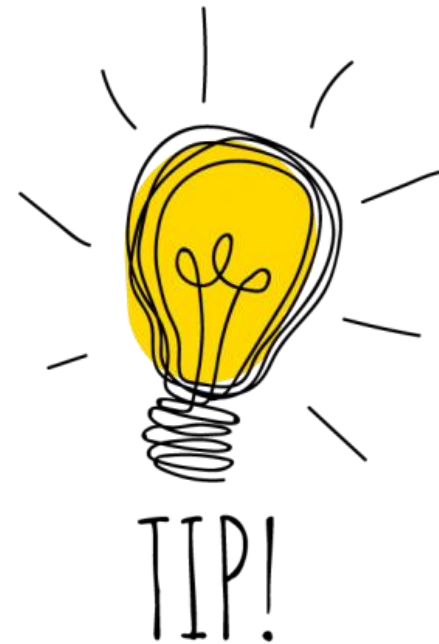
- There is a difference between an invoice and a receipt. A receipt has to state 'paid' and also indicates the method of payment. Make careful note of whether the funder wants the original receipt.
- If you are not sure about how to answer a question, don't leave it blank. Ask for help!
- Review, review, review! Make sure you have completed every section. An incomplete application may result in delays or a denial of funds.



TIP!

# Tips for government funding

- The application that you fill out reflects this moment in time (and what you are able to predict), but is not necessarily set in stone. Once approved, you may be able to provide new information if your situation or needs change.
- If you disagree with the result of your funding application form (e.g. if the government denies your application), you may have the option to appeal it.



# Before our breakout rooms, remember...

- Feel free to jump between rooms if you'd like, using the Breakout Rooms button! If you need help, message us in the chat.
- This event is meant to be a space where families can support each other to complete funding forms that need to be completed.
- Aim to create a comfortable space where you can ask staff or a Family Leader for advice, tips or strategies when filling out forms.
- We are not able to fill out the forms *for* you, but are able to provide ideas and guidance on filling out the forms.
- We know these forms can be long and frustrating. We want to make sure this session is a good use of your time and helpful for you, so we encourage you to focus on one thing you would like to get out of this workshop to help you in your process

# Thank you for your time!

Fill out our feedback survey!

<https://www.surveymonkey.com/r/QDQHADB>

You can find our guide to funding sources at

[www.hollandbloorview.ca/fundingprogramsguide](http://www.hollandbloorview.ca/fundingprogramsguide)

If you have questions about funding, you can contact our

Family Resource Centre at

[resourcecentre@hollandbloorview.ca](mailto:resourcecentre@hollandbloorview.ca)

No boundaries

