

Golisano Life Enhancement Fund Frequently Asked Questions

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- **Who is the Beneficiary?** The award recipient is the Beneficiary
- **Which grant requests are more likely to be approved?** Requests that clearly support the requested item will be for the Sole Benefit of the Beneficiary and align with the funds financial guidelines. The purpose of the fund is for a life enhancement item or service for the SOLE BENEFIT of the person with a disability. Examples include: purchase of new bedding, personal electronics, airfare for a vacation, summer camp fees, new furniture for a person living alone, clothing, therapeutic horseback riding, medical devices not covered by Medicaid or other insurances.
- **What type of requests will not be considered?** Household furniture to be used by multiple family members e.g. a dining room set for a family, items for clients who already have a Supplemental Needs Trust, rent, mortgage, taxes, utilities, expenses related to either the purchase of an automobile or the maintenance associated with car care e.g. insurance, car payments, and items covered by Medicaid or other health insurance.
- **What types of proof of Disability can the fund accept?** Because the Fund is held within a Supplemental Needs Trust, the person must be deemed disabled as per Social Security regulations. The **only disability** proof accepted is either:
 - a. **Social Security Disability Award Letter (SSI or SSD,)** or
 - b. **Medicaid DSS-639 “Disability Review Team Certificate.”**
- **Can you accept the OPWDD Notice of Decision (NOD) as proof of disability?** No

PLEASE DO NOT SEND OPWDD NOTICE OF DECISION (NOD) as proof of disability

- **What kind of medical information or documentation is needed?** None
- **What about reimbursement for an item already purchased?** All requested purchases must be pre-approved by the Trustees. A written authorization letter will be mailed to the service organization prior to the purchase being made. The Fund does not allow for reimbursement of previous purchases made prior to Trustee approval.

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- **How will I know if my request has been received and will be considered for funding?**
Our office generates an acceptance letter within 5 days of receipt of the application. The letter is mailed to the community professional identified as the point of contact on the application. The letter alerts the community professional the submitted application and supporting documentation is complete and in accordance with the fund guidelines and alerts the professional, the application will be reviewed by the Trustees at their upcoming monthly meeting.

What is the timeline for funding request decisions? The Trustee committee reviews applications monthly. The service provider will receive an acceptance or denial notice within 5 business days of the meeting.

- **When can I make the purchase?** The approval letter will identify the approved items and the approved dollar amount. Purchases may be made upon receipt of the approval letter, but no sooner than receipt of the letter and no later than 90 days from receipt of letter.
- **How does my agency receive payment from the Golisano Life Enhancement Fund? -**
The community professional submits the following to the Future Care Office: Proof of purchase receipt, copy of the authorization letter, and proof of payment, Agency credit card statement. Our office then processes a check to the agency.
- **What is timeline for reimbursement to my agency?** Once our office receives proof of purchase, copy of the approval letter and proof of payment, Future Care will then process and mail a check made payable to the requesting agency within 10-14 business days of receipt.
- **What happens if the requested item is approved by Trustees, but the purchase does not happen within the funding year?** All supporting documentation including proof of purchase must be submitted to our office within 90 days from the authorization letter date. If our office does not receive the necessary documentation to complete the requested transaction, the application is returned to the agency and the agency may reapply in the next funding year.
- **What happens if the item is approved, purchased and the Beneficiary no longer wants or needs the approved item?** The community professional must work with his or her agency to make return arrangements. The community professional would also notify

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our office so we may close out the application. The community professional may re-apply to the fund on behalf of the individual for another item.

- **What happens if the approved item is no longer available for purchase e.g. discontinued item? A similar item, serving the same purpose may be purchased.**
- **I was approved for \$500.00 but the total cost of the item was \$400.00 e.g. item is now on sale:** The fund will reimburse the agency up to the dollar amount listed on the purchase receipt.
- **I was approved for \$500.00 but the total cost of the item is \$600.00:** It is the beneficiary and/ or his/ her community professional's responsibility to work with one another to make arrangements to address the difference.
- **I want an item which exceeds the Enhancement fund annual cap. Can I still apply?** Yes, but please include an additional summary of how the difference will be addressed.
- **What happens if the purchase is made, but the receipt is not submitted to Future Care for processing within the funding year?** Our office sends reminder letters to the community professional and/ or his or her agency 60 days after the authorization letter date. We make every effort to work with the applying agency to ensure timely reimbursement. In the rare instance, our office does not receive the appropriate purchase receipt and proof of payment, the application will be returned to the agency. The agency assumes the risk of not receiving reimbursement for the requested item.
- **When must I complete the purchase transaction?** Purchases must be made within 90 days of receipt of the authorization letter.
- **Is the Board of Trustees' decision final?** Yes, The Trustees have full decision- making authority and the decisions are binding.
- **If the application is denied, may I reapply for another item within the same funding year?** Yes
- **Are incomplete applications considered for funding?** No – all applications must be complete and have supporting documentation attached prior to Trustee meeting.

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- **What happens to the incomplete application?** A notice specifying the information needed to complete the application is sent to the community professional. The application will be closed if not completed within 90 days of initial receipt in our office.
- **What is acceptable documentation for the item requested?** A written cost estimate on vendor letterhead, a “training” receipt from a retailer, Invoice for the requested item or an online printout. Proof of payment by the agency: a copy of the agency credit card with purchase highlighted. If, part of the application request involves utilizing funds to purchase an added warranty or insurance protection e.g. product protection plan, please include written justification as to why the warranty or protection plan is deemed necessary for the beneficiary.
- **Can my client contact you directly?** No. We only communicate with agency professionals. Under no circumstances should a client be given our contact information.