

PASSPORT FUNDING OVERVIEW



PCDT

Passport Community Development Team

What is Passport Funding?

- ▶ Passport Funding is a reimbursement program that helps adults (18+) with a developmental/intellectual disability to be involved in their communities and live as independently as possible.
- ▶ Funding is provided for community participation services & supports and activities of daily living. The program also provides funding for caregiver respite and support for primary caregivers

How to Apply for Passport Funding

- ▶ [Developmental Services Ontario](#) manages the application process for all provincially-funded developmental services and supports in Ontario, including Passport Funding
- ▶ Individuals/families should contact DSO to apply for Passport Funding . The DSO will confirm eligibility. Once eligibility is confirmed, the DSO will refer the individual to their local Passport agency to receive the \$5,500 annual allocation through the program.
- ▶ It is possible to receive more than \$5,500 per year in Passport Funding. Individuals must complete an application package with DSO including a needs assessment. Whether a person receives more than \$5,500 will depend on their assessed needs, priority level and available government resources.

Who is Eligible for Passport Funding?

- ▶ Adults, 18 years or older, who are eligible for developmental services and supports by the Ministry of Children, Community and Social Services (MCCSS) may receive Passport Funding

Developmental Services Ontario Central West Region

[Developmental Services Ontario Central West Region \(dsocwr.ca\)](http://dsocwr.ca)

1.888.941.1121



What Does Passport Funding Cover?

- **Community Participation and Activities of Daily Living**

- ▶ Programs, classes, camps and support that foster and develop independence, social communication and life skills (eg: literacy, cooking, banking and managing money, using public transit, computer skills, decision making, self advocacy, assistance with self care)
- ▶ Recreation, leisure, social, cultural and athletic activities that enable opportunities to participate and join in community events and activities (eg: club memberships and fees, admission to museums, fitness and sport/activity specific lessons)
- ▶ Ticketed, live events such as live music, theatre, sporting events etc., are expenditures under the Passport program that can be reimbursed up to a maximum amount of \$150 per ticket for a maximum of two (2) tickets per event. This includes one ticket for the recipient and one for the support worker

What Does Passport Funding Cover?

- **Community Participation and Activities of Daily Living (cont'd)**
 - ▶ Pre employment and employment supports (eg: skills, task and routine training, job coaching)
 - ▶ Transportation (eg: local transit, mileage, taxis) to/from
 - ▶ Employment
 - ▶ Admissible CPS/Respite activities
 - ▶ Activities with friends and family including social engagements and activities
 - ▶ Hiring a support worker to assist with community participation and activities of daily living
 - ▶ Out of pocket expenses incurred by support workers while providing support (eg: cost of SW meals*, transportation*, activity fees, expenses incurred accompanying the individual during trips and holiday travel*)

*agency staff may need to refer to their collective agreement and/or policy and procedures for more details

What Does Passport Funding Cover?

- **Caregiver Respite**
 - ▶ Caregiver respite services and supports are intended to provide relief/ a temporary break for unpaid primary caregivers
 - ▶ This may be provided during the day, evening and/or weekends and can be received either in-home or out-of-home
- **Person-Directed Planning (up to \$2,500 annually)**
 - ▶ Purchasing supports to develop a person directed plan that builds on the individuals strengths and interests and identify the supports needed to achieve their goals
 - ▶ These supports and services may be purchased from independent planners and facilitators or developmental services agencies

What Does Passport Funding Cover?

- **Administration**
 - ▶ Administration costs of up to a yearly maximum of 10% of a persons Passport allocation may be used for administrative supports (eg: bookkeeping, payroll, scheduling support workers, bank fees for a Passport dedicated bank account)
 - ▶ Service providers that are offering administrative services and invoicing the Passport program are not automatically entitled to 10% of the total funding, but up to 10% on the total funds spent
 - ▶ Passport Funding may also be used to cover applicable employer costs (eg: Canada Pension Plan, Employment Insurance and Workers Safety and Insurance Board premiums, vacation pay)

Temporary Changes to Eligible Expenses

- ▶ In response to the COVID-19 outbreak, MCCSS have made temporary changes to the Passport program to help recipients. These changes came into effect April 1, 2020.
- ▶ MCCSS has expanded the list of eligible expenses under the Passport program to support people and their families while community-based activities and settings are closed. These changes allow the use of Passport Funding for goods and services that may make it easier to stay at home safely during this time.
- ▶ The temporary expansion is to support activities and items that would otherwise be accessed through day programs and other community based programs.
- ▶ The intent is not to recreate the community experience within the home.

Temporary Changes to Eligible Expenses

- Sensory Items

- ▶ To support recipients who rely on sensory items to alleviate anxiety/stress and/or support any clinical or behavioural plans. Examples include but are not limited to:

- ▶ weighted blankets
 - ▶ essential oils
 - ▶ UV fiber optic lights
 - ▶ snoezelen items
 - ▶ kinetic sand
 - ▶ bubble tube

Temporary Changes to Eligible Expenses

○ Technology

- ▶ Provide program recipients the means and ability to stay safe, connected, and occupied and engaged at home, including virtual and online learning and skill development activities. Examples include but are not limited to:
 - ▶ laptops, iPad, tablets, cellphones and apps (cellphone, cable and internet bill)
 - ▶ online educational and e-learning activities and resources
 - ▶ video games and video gaming systems
 - ▶ media service subscriptions and platforms (e.g. Netflix, Xbox Live, Disney+)
 - ▶ Note: this will not include cancellation fees;
 - ▶ E-readers (e.g. Kindle or Kobo)

The approval of technology will also support the virtual engagement and connection with family and friends, providing some relief from caregiving requirements and alleviating some of the impacts of physical distancing

Temporary Changes to Eligible Expenses

- Items to support home-based recreation and fitness activities that would otherwise be accessed through day programs and other community-based programs
 - ▶ Supplies to support **home-based hobbies and activities**. Some examples include, but are not limited to:
 - ▶ arts/craft supplies
 - ▶ hobby supplies
 - ▶ puzzles and games
 - ▶ books for leisure/learning
 - ▶ Supplies to support **home-based physical activity and fitness**. This may include but is not limited to:
 - ▶ indoor items and equipment (e.g. skipping rope, yoga mat, resistance bands, hand held weights)
 - ▶ fitness/sport equipment and supplies that may be used on the individual's property (e.g. basketball net, trampoline, frisbee, badminton set, golf clubs)
 - ▶ bicycles

Temporary Changes to Eligible Expenses

▶ Personal Protective Equipment and Supplies

- This is intended to enable program recipients and their support workers to be supported more safely at home or as required, in the community, which may be of heightened importance to adults who are immunocompromised:
 - ▶ gloves
 - ▶ masks
 - ▶ gowns
 - ▶ thermometers;
 - ▶ cleaning supplies (disinfectant wipes, sprays, and hand sanitizer)
 - ▶ goggles and face shields

Temporary Changes to Eligible Expenses

- Essential Service Delivery Fees
 - ▶ Recipients and their families may be unable to easily leave their homes for groceries and pharmacy needs.
 - ▶ delivery/service fees associated with the delivery of **groceries or medication**
 - ▶ Note: this does not include the food and/or medication costs, just the service fee for delivery

Temporary Changes to Eligible Expenses

- Behavioural Support Plans

- ▶ The development of a behavioural support plan to support strategies to reduce challenging behaviours or potential crisis situations intended to assist families to more safely support their family member at home
- ▶ Note: This does not include behaviour therapy, physiotherapy, occupational therapy and speech therapy

Resources

- [Passport program for adults with a developmental disability | ontario.ca](#)
- [Passport: Program Guidelines for Adults with a Developmental Disability and their Caregivers \(ontario.ca\)](#)
- [Passport Funding Website](#)
- [Central West Region Passport Agency \(CWRPA\) | CWSDS](#)
- Facebook - [@passportfundingcentralwestregion](#) - [Passport Community Developer Team - Central West Region | Facebook](#)

Passport Community Developers

Wellington-Dufferin Passport Community Developer

Mercedes Weeks

Cell: 905-208-8488

Email: mweeks@cwsds.ca

Waterloo Passport Community Developer

Amanda Paradis

Cell: 905-208-4011

Email: aparadis@cwsds.ca

Peel Passport Community Developer

Angela Knox

Cell: 905-208-5269

Email: szainul@cwsds.ca

Halton Passport Community Developer

Kate Matos

Cell: 905-208-8485

Email: kmatos@cwsds.ca

