

HOUSING & YOU

An introduction to Housing Options available via OPWDD funding

ADAPT [we change]
COMMUNITY NETWORK

Presenters –

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- Basic introduction to the range of housing options available to individuals with IDD.
- Covering Agency Operated Residential Services to Agency Funded Housing Subsidy to Self Direction Housing Options
- Resources for further information

Agency Operated Residential Programs – Carol Lincoln - Adapt

Securing a Residence

How do I let OPWDD know that I am interested in securing a residence for my individual, child, or family member?

First, You will have a discussion with your family and Care Manager who will advise you on next steps and prepare to submit a packet to OPWDD (Office for Persons with Developmental Disabilities).

Considerations for Residential Placement

During your conversations with your family members and case managers, there are many things to consider.

This includes your own feelings about placement, the impact on other family members and the challenges of finalizing the decision.

Residential Placement - Process

How does the OPWDD Process begin?

- The Case Manager will submit a Certified Residential Opportunities Residential Referral form (FORM H005) along with a current medical, psychological and psychosocial / Life Plan
- The Care Manager must ensure that the individual/family/advocate agrees to be referred for residential placement.

Residential Placement – Process (Cont'd)

- The individual/family/advocate needs to understand that the referral will require that information be shared with OPWDD and voluntary providers who may receive the referral. There is a section on the Certified Residential Opportunities Residential Referral Form (H005) that requires a signature to indicate they understand the process and consent to the referral.

Residential Placement - OPWDD

What happens to the CRO application once submitted to OPWDD?

The CRO team will ensure that the individual is eligible for the placement and will decide the Category of Need as indicated in the following slides.

Categories of Need for Residential Placement

Emergency Need:

- Homelessness or Immediate Risk to Safety: The person has no permanent place to live or is at imminent risk of having no permanent place to live. He or she is at imminent risk to health and safety of self or others
- Individuals Living with Family/Caregivers: The person's family/caregiver has an emergency situation where the primary caregiver is incapacitated for example due to long term illness and/or permanent injury and there is no other available caregiver

Categories of Need for Residential Placement (Cont'd)

- **Individuals Living in Other Settings:** The person is ready for discharge from a hospital or psychiatric facility; ready for release from incarceration; in a temporary setting such as a shelter, hotel, or hospital emergency department.

Substantial Need

- **Individuals Living with Family/Caregivers:** The person has increasing risk of having no permanent place to live. This includes someone whose family or other caregivers are unable to continue to provide care to manage the individual's needs. The person is a risk to their health and safety or others

Categories of Need for Residential Placement (Cont'd)

Individuals Living In Other Settings

- The person otherwise presents a substantial need for residential placement because they are transitioning from a residential school or Children's Residential Program (CRP); residing in a developmental center and ready to move to the community; or residing in a skilled nursing facility and ready to move to the community

Current Need

- The person has a need for residential placement, has requested and is ready to actively seek a residential opportunity, but the need is not an emergency nor substantial as defined above

What are the Residential Options?

Intermediate Care Facility (ICF):

An ICF is a long-term care facility that provides nursing and supportive care to residents on a non-continuous skilled nursing care basis, under a physician's direction.

What are the Residential Options?

Supervised IRA:

- An Individualized Residential Alternative (IRA) is a type of community residence that provides room, board and individualized service options. Supervised IRAs **provide 24-hour staff support and supervision for residents.**

Supportive IRAs:

- Supportive IRAs **provide need-based supports and services for those who are living in their own homes or apartments, but do not require 24-hour staff support and supervision.**

OPWDD Family Care

WHAT IS FAMILY CARE?

Family Care uses certified private homes to provide residential services to individuals of all ages who are developmentally disabled and unable to live independently in the community.

Other Housing Options

NY FOUNDATION FOR SENIOR CITIZENS HOME SHARING PROGRAM

NYFSC's free Home Sharing Program helps link adult "hosts" with extra private spaces in their homes or apartments with appropriate adult "guests" to share their space. One of the matchmates must be age 60 or older. The program also serves adult "hosts" age 55 or older, who are interested in sharing with developmentally disabled adult "guests" capable of independent living.

CRO Submitted, What Happens Now?

Once the CRO is submitted, the care manager will receive an email approving the application and a category of need will be assigned.

The individual is added to the CRO list (please note this is not a numerical list but is based on need and appropriateness for a particular residential opportunity).

Take an active role and stay on top of the application!!

How Does the Referral get to the Provider?

Once the individual is placed on the CRO list, the provider agency will receive packets from the Capacity Managers of OPWDD in one of two ways:

- The Provider agency will attend the monthly OPWDD sponsored AROC (Residential Opportunities Committee) meetings where packages are presented to various provider agencies
- The Capacity Manager will send these packets directly to provider who has a potentially appropriate vacancy (OPWDD is made aware of all provider vacancies)

Housing Subsidy (formerly known as ISS)

Melissa Wilcox - Adapt

Housing Subsidy Eligibility

- Eligible for services through the Office of People with Developmental Disabilities (OPWDD)
- An active Medicaid participant
- Over 18yrs of age
- Review of income and assets.
- You must have obtained or applied for all other federal, state or local money for housing before asking OPWDD for a subsidy.
- Live in a residence of your choice in your community, where you get supports and are safe

How to Apply

- Submit a complete Housing Subsidy Application with all supporting documentation
- Application and supporting documents currently accepted via email/mail/fax directly to ADAPT's Housing Subsidy Director



Supporting Documents

- Proof that you obtained or applied for all other federal, state or local money for housing before asking OPWDD for a subsidy
- Current psychological (within 3 years of testing)
- Current psychosocial (within 3 years with developmental history)
- Current physical
- Current ISP / Life Plan
- Current social security (SSI, SSA) award letter (if applicable)

Supporting Documents (Continued)

- Current Medicaid card
- Two recent pay stubs (if applicable)
- Income verification / social security award letter for each roommate (if applicable)
- Current lease (name must be on lease to apply)
- Developmental Disabilities Profile - 2 (DDP2) Care Manager (CM) provides
- Letter from professional (CM, Social Worker, administrator, etc.)
- Letter clearly explaining recent circumstances that warrant a need for housing subsidy

Review Process

Application Review

- Eligibility
- All supporting documents are secured
- Accuracy of information provided

ADAPT's Committee Review:

- Invite for a virtual interview / skills assessment
- Request additional information from the applicant or care manager
- Discuss additional support and services be considered, as needed
- Determine if the applicant can remain healthy and safe in this setting

OPWDD Review:

- Individual profile
- Conditional approval
- Transition stipend request

OPWDD Review (continued):

- Budget - initial certification and re-certification
- Q&A checklist
- Participation agreement

Next Steps by ADAPT:

- Submits the individual profile – part 1
- Provides start-up cost up front
- Along with the housing subsidy requestor begin searching for apartments
- Along with the housing subsidy requestor assists in purchasing furnishing
- Request for the transition stipend (start-up reimbursement)
- Submit a budget to OPWDD with all supporting documentation – part 2
- Complete the Q&A checklist
- Secure a signed participation agreement
- Secure the approved budget from OPWDD

Housing Subsidy Provider Responsibilities

- Inspection of housing unit
- Review the lease with the tenant
- Secure a copy of the lease from the tenant
- Ensuring rent checks are processed and delivered
- Assist the team with setting up the move to new home, utilities, and cable
- Assist the tenant along with their circle of supports with meeting housing responsibilities
- Assist in maintaining tenancy
- Ensure that all OPWDD guidance's are adhered to eliminate risk of having to re-locate or risk of losing your housing subsidy

Frequently Asked Questions

Q: How is the subsidy amount determined?

A: 1 Bedroom- 1324.00

A: 2 Bedroom- 1473.00

A: 3 Bedroom- 1812.00

Q: How is my 30% rental contribution determined?

A: A budget is developed based on income and deductions

OPWDD Housing Subsidy Guidance and Memorandum

Guidance:

- OPWDD housing subsidy - participation agreement
- OPWDD housing subsidy quality assurance standards checklist

Memorandum:

- Expectations for Initial and continuing access to the OPWDD housing subsidy beginning January 1, 2021

Housing Assistance Services

Common Housing Concerns

- Finding low income, affordable, or accessible housing
- Referrals to rent arrears programs
- Addressing vermin, leaks, and hazardous conditions
- Information about eviction process and housing court
- Advocacy concerning landlord harassment
- Information about housing subsidies
- Education on tenant rights
- Resources for people with disabilities, such as Freeze Your Rent Program

Eligibility and Applying

Who is eligible:

Any family living in New York City with at least one household member who is OPWDD eligible.

How to get started:

- Complete and submit HAS application
- A request to open case is submitted to Developmental Disability Regional Office (DDRO) by HAS
- DDRO sends approval to HAS
- Housing Advocate is assigned to case



Home Mods and Repairs

The Doorways to Independence program provides home modification services to persons with disabilities, the elderly, and the medically frail. Funding is available to cover the cost of modifications that will improve physical access and safety within the home. Homeowners, co-op owners, and renters may qualify for assistance.

For general inquiries:

Please contact: PROJECT CONNECT

877-827-2666

Projectconnect@adaptcommunitynetwork.org



Housing Options Using Self Direction

Linda Schellenberg

Director of Community Services

The Center for Family Support

Oscar's Story

My Independent Life

I have been living in my own apartment since 2015 . I like being independent and I have a very interesting life.

I live in a three-bedroom apartment near Yankee Stadium in the Bronx. I live with two roommates. Louis has been a teacher for people with autism and Mia was someone I knew from work. They each have their own room at my house and they take turns being on duty with me every night. They have their bathroom and I have mine. My walls are painted green.

I moved to my apartment in August 2015, before I started my last year in high school. Since I moved out, I have only slept in the apartment where I grew up, three times. Every Friday we have what I call “family night” in which I eat dinner with my parents and sometimes my younger brother Hugo. I usually see my folks at least one other time during the week. I text my parents a lot.



Housing Subsidy

- Self-Direction participants who choose to live independently, or who share a living environment and have tenancy rights, may be able to include a Housing Subsidy in their budgets, funded with 100% State funds. The amount of available Housing Subsidy is calculated based on a participant's income and Housing and Community Renewal (HCR) payment standards.
- Housing Subsidy is restricted to participants in Self-Direction who are at least 18 years old. The rental lease or mortgage must be in the name of the person who is self-directing, or the person who is self-directing must have clear tenancy rights in a shared living environment.

Live In Caregiver – Self Direction

- The LIC is a care provider who resides in the same household as the individual and provides as -needed supports to address the individual's physical, social, or emotional needs in order for the individual to live safely in his or her own home. The LIC may not be related to the individual by blood or marriage. The LIC cannot be someone who has control or authority over decisions regarding the individual's resources.
- A portion of additional costs incurred by the individual that can be reasonably attributed to the LIC for room and board will be reimbursed. Room and board includes rent, utilities and food.
- The individual must reside in his/her own home or leased residence.

It is important to be aware of and comply with the applicable labor laws relating to caregivers living in an individual's home.

Paid Neighbor

- Stipend paid to neighbor to be “on-call” to assist a person who lives independently. If the paid neighbor is called upon to provide direct services, he/she is paid an hourly wage for the delivery of self-hired or agency supported community habilitation.
- The specific duties are defined in a contract signed by the paid neighbor and the Fiscal Intermediary.

Self Directed Process

- Bring together circle of support
- Identify Broker/FI
- Person Centered Planning
- Explore available housing options (affordable housing etc)

- Possible funding options explored including Housing Subsidy, Live in Caregiver, Paid Neighbor
- Identify funding for staff support, CH, PCA, HHA
- Establish a plan with next steps and timeline

Keys to Success

- Fully understand risks and benefits to make an informed decision before proceeding.
- Involved parents and circle members
- Regular meetings bi-weekly for the first two months
- Developing a map of all steps needing to be addressed (move coordination, address change, set up utilities, LIC agreement, recruit staff, train staff, house rules, how money will be managed, set up communication)
- Set up good communication system & clear roles
- Establish back up plan and work through worse case scenarios.

More Keys to Success

- Review the Toolkit for Providing Shared Living in NY on NY Alliance website -
*****nyalliance.org/articles.php?id=3
- Understand the labor laws and regulations involved to ensure compliance.
- Integrate technology to enhance ease of communication.

“I didn’t think I could live in my own apartment or have a job, Now I know that I can.”



Resources

- *****.nyalliance.org
- Adapt Project Connect Hotline – 877-827-2666
projectconnect@adaptcommunitynetwork.org
- ABLE – ***.mynyable.org
- *****.housingconnect.nyc.gov