

Developmental Disabilities Mini Grant Guidelines

ABOUT THE TRUST

The Alaska Mental Health Trust Authority is a state corporation that administers the Alaska Mental Health Trust, a perpetual trust, to improve the lives of beneficiaries. The Trust operates much like a foundation, using its resources to ensure that Alaska has a comprehensive integrated mental health program.

Beneficiaries of the Trust include the following broad groups of Alaskans who experience:

- mental illness
- intellectual and developmental disabilities
- substance use disorders
- Alzheimer's disease and related dementia
- traumatic brain injuries

The Trust also works in prevention and early intervention services for individuals at risk of becoming beneficiaries. The Trust considers prevention of these conditions, where possible, to be part of its mandate.

DEVELOPMENTAL DISABILITIES MINI GRANTS

WHAT?	<p>The Trust awards mini grants, with a limit of one grant per fiscal year (July 1 – June 30) of up to \$2,500 per beneficiary, depending upon need. Mini grants are awarded to an agency on behalf of a beneficiary. Developmental Disabilities (DD) mini grants are awarded monthly throughout the fiscal year.</p>
WHO?	<p>For the DD mini grant program, beneficiaries of the Trust include the following broad groups of individuals:</p> <ul style="list-style-type: none"> ▪ People with developmental disabilities, and ▪ Youth enrolled in early intervention or an infant learning program.

WHY?	The mini grant program provides beneficiaries of the Trust with a broad range of equipment, supplies, and services to improve their quality of life, increase independent functioning, and help them attain and maintain healthy and productive lifestyles.
HOW?	<p>Information Insights manages the DD mini grant program on behalf of the Trust. Community agencies may access the online application via the Trust's website at https://alaskamentalhealthtrust.org/alaska-mental-health-trust-authority/grants/mini-grants/developmental-disabilities/.</p> <p>The mini grant application deadline is the close of business on the 15th of each month. If the deadline falls on a weekend or holiday, the deadline rolls to the next business day.</p>

GENERAL APPLICATION GUIDE

To be considered, all funding requests MUST:	<ul style="list-style-type: none"> ▪ Identify the specific Trust beneficiary group to which the individual qualifies.
	<ul style="list-style-type: none"> ▪ Provide a clear and strong connection between the beneficiary being served and how the proposed funding will directly benefit or improve the beneficiary's quality of life. Please include a letter of support, prescription, and therapeutic or medical justification from a licensed healthcare provider familiar with the individual and their needs.
	<ul style="list-style-type: none"> ▪ Request items that cannot be purchased or acquired through other funding sources.
	<ul style="list-style-type: none"> ▪ Request items that are developmentally appropriate for the beneficiary at the time of the application.
Can a community agency seek more than one grant?	<p>Typically, community agencies will be limited to three (3) mini grant applications per month. For organizations with multiple geographic locations, each site may submit up to three (3) mini grant applications per month.</p> <p>Agencies are encouraged to prioritize their requests over the year.</p>

<p>What are the funding priorities?</p>	<p>Requests will be reviewed in order of the following priority: 1) medical equipment and services, 2) dental equipment and services, 3) vision equipment and services, 4) hearing equipment and services, 5) physical, occupational, or speech therapy equipment and services, and 6) home improvements or environmental modifications. If multiple items or service needs exist, please prioritize them from the highest to the lowest. Due to available funding, we cannot always approve the complete mini grant request, so knowing the most impactful items/services will help as we consider the request.</p>
<p>What additional information is needed for the application?</p>	<p>The more background information provided about the beneficiary and justification for the request, the better. How will the grant improve their quality of life? What other services and funding is the client currently receiving? How is the request connected to the beneficiary's plan of care? If the item(s) requested involves an ongoing expense, how will it be paid for in the future?</p> <p>A letter of support, prescription, and therapeutic or medical justification from a licensed healthcare professional is needed for most requests.</p>
<p>What is the community agency responsible for documenting?</p>	<p>After a mini grant is approved, community agencies must sign a grant agreement that outlines the terms of the grant. Once Information Insights receives the signed grant agreement, the community agency will receive the approved grant amount for purchasing the item(s) or service(s) listed in the grant agreement.</p> <p>Community agencies must document how funds were spent within 45 days of the award date. Documentation consists of an invoice or a billing statement from a vendor showing the items purchased or service provided and a copy of the check or other proof of purchase showing payment to the vendor. An extension may be requested in cases where the items or services cannot be obtained within the 45-day period.</p> <p>The community agency will receive a \$100 stipend upon successful submission of final documentation.</p>

EXAMPLES OF ALLOWABLE ITEMS

<p>Medical, Vision, Hearing, and Physical, Occupation or Speech Therapy Services, Equipment and Activities</p>	<p>Requests will not be considered that fund direct general medical treatment. Requests that address health, well-being or safety will be considered if they are related to a plan of care or individualized family service plan and prescribed by an appropriate licensed healthcare professional.</p> <p>Requests for vision equipment and services, including specialized corrective lenses will be considered.</p> <p>Requests for hearing equipment and services, including hearing aids, will be considered.</p> <p>Requests for physical, occupational, and speech therapy equipment and services will be considered if prescribed by a licensed healthcare professional with expertise regarding the need for such therapy.</p> <p>Requests for therapeutic activities (equine therapy, swimming, etc.) and therapeutic equipment (sensory items, etc.) will generally be considered for funding up to \$1350 if they are developmentally appropriate and connected to a plan of care. Exceptions to the funding limit may be made when there is a well-documented need.</p>	<p>YES</p>
<p>Dental Services and Equipment</p>	<p>Grants of up to \$250 are available to obtain an estimate. These grants are the exception to the one grant per fiscal year guideline. A second application can then be submitted for dental work once a dental treatment plan has been obtained. Depending on the nature of the dental work required, mini grants may be approved for amounts greater than the \$2,500 limit.</p> <p>Requests for dental work in Anchorage and Fairbanks are referred to the Anchorage and Interior (Fairbanks) Neighborhood Health Centers. An exception may be granted when the beneficiary requires a familiar setting with an existing</p>	<p>YES</p>

	<p>provider due to fears or anxiety related to the services and the beneficiary's mental or physical status.</p> <p>The amount of a mini grant is based on the beneficiary's available benefits (e.g., Medicaid, private insurance). If the beneficiary has part or all of their annual benefits available, grant funds may pay the remaining balance for dentures, partials, fixed bridges, and other dental needs. If all of the beneficiary's annual benefit has been expended, grant funds may cover the dentures, partials, fixed bridges, and other dental needs.</p> <p>An estimate from a dental office must be provided prior to the review of the request.</p>	
<p>Home Improvements or Environmental Modifications</p>	<p>Requests for home improvements or environmental modifications will be considered if they: 1) Enhance a beneficiary's ability to live independently or access the community; or 2) Support the beneficiary's health or safety needs, like installing special locks or alarms. Ideally, home improvements or environmental modifications will be permanent fixtures. If it's a temporary modification, demonstrate its portability if the beneficiary moves. For rented homes, a landlord's approval for the modification is needed.</p> <p>When submitting a request, provide cost estimates for both labor and materials. The mini grant review committee will request more information if necessary.</p> <p>General home repairs will not be considered unless they address a health or safety concern not covered by another source. Beneficiaries should explore weatherization or energy assistance programs as appropriate for other needs.</p>	<p>YES and NO</p>
<p>Electronic Devices and Assistive Technology</p>	<p>Requests for electronic devices, such as computers, laptops, netbooks, and tablets, will be considered for funding up to \$700, including peripherals (case, warranty, etc.) and software. The need must be justified by a licensed healthcare or teaching professional, including information on the therapeutic benefit of the device for the beneficiary. Exceptions to the \$700 limit may be made when there is a need for a more high-end computer, such as graphic arts or voice recognition software. A request for software may be considered above the limit but must</p>	<p>YES</p>

	<p>be clearly justified. Requests must demonstrate the need for the specialized equipment.</p> <p>Requests for assistive technology will be considered for funding if the application demonstrates how the device will enhance the beneficiary's quality of life and increase their independence. Please note whether or not the beneficiary has experience using the device previously with success.</p>	
Education	Requests for classes, training, or specialized conferences will be considered on a case-by-case basis depending upon the relation to the beneficiary's plan of care or vocational rehabilitation plan and if no other funding source is available.	YES
Service Animals	Requests for service animals and training will be considered case by case. Please refer to the <i>Service Animal Funding Guidelines</i> for additional information.	YES
EXAMPLES OF NON-ALLOWABLE ITEMS		
Gift Cards/ Certificates and Gas Cards	Due to a lack of accountability, requests for gift cards, gift certificates, and gas cards will not be funded.	NO
Reimbursements	Requests to reimburse items or services already purchased or rendered will not be funded.	NO
Safety Advisory Restrictions	Items included in this category are based on advisories, warnings, or guidelines from recognized health and safety organizations, including but not limited to the Food and Drug Administration (FDA), American Academy of Pediatrics (AAP), etc. Teething Necklaces/ Beads, Trampolines, Hoverboards, Sleep Positioners, Crib Bumpers, and Infant Walkers will not be considered for funding.	NO
General Education- Related Expenses	Requests for general tuition, tutoring, and incidentals (i.e., textbooks) will not be considered for funding.	NO

<p>Ongoing Housing-Related Expenses</p>	<p>Ongoing housing-related expenses, such as monthly rent, mortgage, and utility payments, will not be considered for funding.</p>	<p>NO</p>
<p>QUESTIONS?</p>		
<p>What other funding is available from the Trust?</p>	<p>Complete details and application procedures for all Trust grant opportunities can be found on the Trust's website at https://alaskamentalhealthtrust.org/about/grants/. For additional information, call Lucas Lind, Grants Administrator, at 907-269-7999 or email lucas.lind@alaska.gov.</p>	
<p>Who can provide additional information?</p>	<p>For more information about the DD mini grant program, visit the Trust's website at https://alaskamentalhealthtrust.org/alaska-mental-health-trust-authority/grants/mini-grants/developmental-disabilities/ or call the Trust at 907-269-7960.</p>	