



<i>Act/Regs.</i> <i>Supports for Persons with Disabilities Act Gen. Reg.</i> <i>8(1)(b), 11(1)(2)</i>	<b>Program</b>	<b>AccessAbility Supports</b>	
	<b>Subject</b>	<b>Home Modifications</b>	<b>Policy #</b> 2.7
<b>Effective Date: March 26, 2019</b>		<b>Authorized by:</b>	
<b>Revised Date: September 1, 2023</b>		<b>Deputy Minister Teresa Hennebery</b>	

**1.0 PURPOSE**

1.1 To provide financial support to applicants of AccessAbility Supports (AAS) to modify their home to improve accessibility and to meet the specific needs of the applicant.

**2.0 DEFINITIONS**

2.1 **Applicant:** a person with a disability by whom or on whose behalf an application is made for supports or Assured Income (AI).

2.2 **Home Modification:** a modification or fixed addition to the primary residence of a recipient that is owned by the recipient or the recipient’s parent, guardian, spouse, or relative.

2.3 **Recipient:** a person with a disability to or for whom supports are provided and includes a person whose supports, or AI has been suspended but not cancelled.

2.4 **Relative(s):** an applicant or co-applicant’s grandparent(s), brother, sister or child over the age of majority.

2.5 **Supports Coordinator:** a staff member that provides direction and case management support in delivering a range of social benefits and services to applicants eligible for AAS.

**3.0 POLICY STATEMENTS**

3.1 For the purposes of this policy, use of the word applicant is inclusive of recipient.

3.2 AAS provides funding for modifications or fixed additions to the primary residence of an applicant essential to the applicant remaining in the home. Where the primary residence is owned by the applicant’s parent, guardian, spouse, or relative, home modifications may be approved where the parent, guardian, spouse, or relative resides in the home.

3.3 Applicants may be eligible for funding for home modifications up to a maximum of \$10,000 every 10 years.

- 3.4 Home modification funding may not be used towards the purchase of a home.
- 3.5 Home modification funding may not be used towards the cost of safety fencing where the home is situated on property not owned by the applicant.
- 3.6 Home modification funding may not be used towards cosmetic repairs and is not intended to refresh, modernize, or improve the appearance of the home. Home modification funding is intended for essential renovations to meet the specific needs of the applicant.
- 3.7 Any home modifications started or completed prior to written approval will not be eligible for home modification funding.
- 3.8 An applicant residing in rental accommodations is not eligible for funding for home modifications.
- 3.9 Applicants are responsible for arranging home modifications to be complete and the Department is not responsible for the quality of the modifications.

#### **4.0 PROCEDURE STATEMENTS**

- 4.1 Applicants are responsible to obtain an assessment outlining the recommended modification needs and the purpose of the home modifications by a licensed Occupational Therapist or a licensed professional as approved by the Department.
- 4.2 Applicants are responsible to submit the required number of quotes for the cost of the requested modifications, including required labour costs if applicable.
- 4.3 Where the applicant or their family members request to complete the work, it is the responsibility of the applicant to ensure the recommended modification needs are met.
- 4.4 The Supports Coordinator is responsible to review the requested modification(s) and ensure the modification aligns with the applicant's clinical assessment, support plan, and maximum monthly funding. Where the Supports Coordinator is unable to decide, the Supports Coordinator will consult with the program supervisor or manager.
- 4.5 The Supports Coordinator is responsible to review the submitted quote(s) to determine if the modification meets the funding parameters. Where multiple quotes meet the funding parameters, the Supports Coordinator will approve the lowest quote. Any costs related to completing the modification beyond the submitted quote will be the responsibility of applicant.
- 4.6 Where an applicant chooses to select the higher quote, the applicant will be responsible to pay the cost difference between the higher and lower quotes.
- 4.7 The Supports Coordinator is responsible to provide written confirmation of the decision rendered to the applicant and to place a copy of the correspondence in the applicant's file.

- 4.8 Applicants may be expected to pay a portion of the home modification costs based on their annual income. The Supports Coordinator is responsible to determine if there is an applicant contribution. For specific policies and procedures, please refer to AAS policy 2.0 – Applicant Contribution.
- 4.9 Where personal insurance is available, applicants are expected to use personal insurance prior to receiving funding from the Department for assessment costs and/or home modifications. Costs covered by private insurance are not considered an applicant contribution and do not impact the maximum amount of home modification funding.
- 4.10 Where the applicant is receiving monthly supports, home modification supports must fall within the maximum monthly funding of the applicant. Payments made by the Department for home modifications will be amortized based on the Home Modification Schedule (attached) to calculate the monthly cost to be factored into an applicant’s maximum monthly funding.

## **5.0 REFERENCES**

- 5.1 AAS Policy 2.0 Applicant Contribution

## **6.0 ATTACHMENTS**

- 6.1 Home Modification Schedule

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### **HISTORY:**

**April 1, 2022:** Editorial, content, and format changes. Policy is now separate from vehicle modification. Policy statements have been updated to remove the stipulation of applicants applying for home modifications once every 10 years.

**September 1, 2023:** Policy definitions and policy statements have been expanded to include ‘Relatives’.

## Home Modification Schedule

<b>Cost of Home Modification</b>	<b>Amortization Period in Years</b>
<\$1,000	1
\$1,000 - \$1,999	2
\$2,000 - \$2,999	3
\$3,000 - \$3,999	4
\$4,000 - \$4,999	5
\$5,000 - \$5,999	6
\$6,000 - \$6,999	7
\$7,000 - \$7,999	8
\$8,000 - \$8,999	9
\$9,000 - \$10,000	10