

Residential Living Assistance Fund	
Purpose	Funds support individuals receiving DMH funded residential services provided by a qualified agency, individuals accessing DMH funded self-directed residential services or individuals receiving remote supports. Funds assist with costs associated with furnishing your living space.
Agency's Role	<p>Funds may only be utilized for individuals whose income is limited and who are unable to purchase new items on their own. Agencies are responsible for the following:</p> <ol style="list-style-type: none"> 1. Support individual to make a reasonable and good faith effort to access community resources for items that will meet their household needs. 2. Support individual with seeking all available community resources prior to accessing these funds. 3. Educate and support individuals with comparison shopping to include prices and longevity/quality of items.
Individual Eligibility Requirements	<ol style="list-style-type: none"> 1. Individual receives DMH funded residential services or DMH funded self-directed residential services. 2. Individual is new to receiving residential services and has received services for six-month or less. 3. Individual must have a signed lease and plan to move into their residence within 30 days.
Caps and/or Limits	<p>Funds are available up to six-months after the individual's move-in date. For individuals receiving residential service, the following dollar caps apply:</p> <ul style="list-style-type: none"> • ISL/Companion: one-time reimbursement up to \$2,500 • Group Home/Host Home: one-time reimbursement up to \$1,250. <p>Residential providers should consult with the DDRB regarding existing individuals who are experiencing extenuating circumstances (for example, but not limited to: fire, bed bugs, etc.) and whose needs exceed the identified caps and/or limits. Residential providers should submit requests for exceptions via email to the DDRB's Agency and Community Relations Director.</p>
Billable Activities	Items eligible for reimbursement are identified on the approved DDRB Residential START-UP Furnishing Reimbursement Checklists. If items are purchased from a community resource such as a garage sale, Market Place, etc. a written receipt (with date and cost of items) must be obtained and submitted with the request.
Invoicing Procedures	<p>Requests for reimbursement must be submitted within six (6) months of the date the individual moved into their new residence. This is a one-time reimbursement; no funds are available after the one-time reimbursement checklist is submitted.</p> <p>The following are required to receive reimbursement:</p> <ul style="list-style-type: none"> • Completed current Residential Living Assistance Funds Checklist. • Legible copies of receipts and/or paid invoices that include date and amount paid.

Reference Forms available at www.ddrb.org or www.foragencies.org	<ul style="list-style-type: none">• DDRB Residential START-UP Furnishing Reimbursement Checklist
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