



# Information Sheet

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## **What is the Access Fund?**

The Independent Living Centre of Waterloo Region (ILCWR) Access Fund helps individuals with disabilities purchase necessary assistive devices and medical equipment that helps them live more independent lives.

## **What does the Access Fund cover?**

The Access Fund covers many different types of devices and equipment, including items such as chair lifts, specialized beds and wheelchairs.

**Note:** Each applicant may apply for one item only.

## **What doesn't the Access Fund cover?**

The Fund does not cover home renovations or permanent structures such as ramps. The fund does not cover equipment repairs, maintenance or parts. The fund will not reimburse for purchases already made.

## **Who can apply to the Access Fund?**

The Access Fund is available to anyone with a disability who lives in the Waterloo Region that needs equipment and financial support.

## **How do I apply for funding?**

This year we are accepting applications online only. The fund will open on **Monday, January 4, 2021 at 9 a.m.** and will close on **Friday, January 15, 2021 at 4 p.m.**

If you need any support completing the online form or require the form in an alternative format, please contact the Program Manager (contact details are listed at the end of this document.)

## What do I need to apply?

We have made the application very straightforward. It consists of basic personal information, questions about the item you need, the item's cost, and a declaration that you need financial support. We will not need the vendor quote at the time of application, but you must identify the specific device and its cost. If approved, you may not change the item or dollar amount requested.

## How do you select recipients?

The Access Fund receives a great number of requests from applicants in need. This year, as we anticipate an increase in applications, we are moving to a lottery system. This means that recipients will be chosen at random from a list of complete applications.

## What happens after you select recipients?

Once recipients are drawn, they will have **30 days** to produce the following two documents:

1. **Professional assessment:** This document declares the necessity of the device for the applicant. Medical professionals include: physicians, occupational therapists, physiotherapists, or another specialist.
2. **Vendor quote:** One quote from the vendor of the applicant's choice.

## How much funding can I apply for?

The Access Fund can provide **up to \$7,500** towards the purchase of an assistive device.

While the device may cost more than \$7,500, this is the maximum amount that can be requested. All other funds must be secured at the time of approval and only one applicant for the maximum request will be selected each round.

## How long does it take to receive the device?

Once the fund closes, names will be drawn and applicants will be contacted within two weeks. The sooner the selected recipients submit their vendor quote and professional assessment, the sooner we can order the device from the vendor. The amount of time the device or equipment takes to arrive may vary.

**Note:** Access Fund pays the vendor directly for the assistive device. The recipient **does not** receive the payment. If the Access Fund is covering part of the purchase, the Access Fund portion will be paid after all other funds are secured.



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### How often can I apply?

Due to the volume of requests and our desire to help as many people as possible, if you were approved funding in the last **24 months**, you will not be eligible this upcoming funding cycle.

### Where does the money come from?

The Access Fund receives money through a variety of sources, including fundraisers such as The Tournament of Hope and Deer Ridge Golf Tournament. Periodically, the Access Fund receives donations from personal donors.

### Do you need anything else from recipients?

Feedback from our recipients is very important. It tells our donors how important this fund is and motivates them to give again. We ask all recipients to give feedback after receiving their new device or equipment. This will be a very short questionnaire or a quick phone call. We also sometimes invite recipients to join us for dinner at the annual Tournament of Hope.

### Still have questions?

The Independent Living Centre of Waterloo Region provides administration for the Access Fund. To speak with someone directly, please call **519-571-6788 ext. 7474**. You may also email your questions to **[andrena@ilcwr.org](mailto:andrena@ilcwr.org)**.



**Independent  
Living Centre**  
Of Waterloo Region