



One-of-a-kind services
for one-of-a-kind people.

Committee of Last Resort- Application Guidelines

Purpose: The Committee of Last Resort (CLR) is intended to provide emergency funding to individuals of all ages with developmental disabilities in the WNY area, for a variety of needs that these individuals and/or their families cannot afford. Applicants must demonstrate financial hardship and all other funding resources must be exhausted before applying for funding.

Eligibility:

In order to be eligible for funding through CLR, applicants must:

- Have been deemed eligible for services with the Office for People with Developmental Disabilities (OPWDD) and are able to produce letter of determination for eligibility.
- Live in the community independently or with family/relatives. Individuals living in certified settings will not be considered unless submitter can demonstrate that there are extenuating circumstances that require additional assistance.

Funding:

- **CLR is a funding source of LAST RESORT, therefore, all other possible resources must be exhausted previous to submitting request to CLR- exhausted resources must be outlined in detail on the application with sufficient documentation.**
- **No cash will be provided as result of approved CLR request.** Approved requests will be paid by check, agency credit card holder, or Aspire of WNY procurement department.
- **Please be aware that funding through CLR is not guaranteed and that CLR will grant no more than \$500 per request at this time.**
- No annual funding limit will be imposed at this time; however, priority will be given to those individuals that have not used CLR funds in a 12 month period. In addition, if a trend is identified with applicants utilizing CLR funds in excess, it will be addressed directly to the submitter and could affect future funding.

Applications:

- Please complete applications in full- incomplete applications will be returned to the submitter.
- If request being submitted is an emergency request, please identify this as outlined on the application. *Emergencies that will be considered by the committee are those that put an individual's immediate health and safety at risk. More documentation may be requested by the committee.*
- Please provide all requested details and documentation in section 3. If sufficient detail or documentation is not provided, additional documentation may be requested by committee.

Resources: The following are some of the resources that should be attempted before submitting to CLR (please be aware, this is not an exhaustive list):

- Insurance: Medicaid and/or any private insurance should both be attempted prior to CLR; a denial from insurance is required when applicable (medical equipment, therapies, medications, etc).
- Family Reimbursement Program (FRP): if request is denied by FRP or all funds have been exhausted, please provide denial from FRP agencies and/or provide details about use of FRP funds on application.



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(Resources, continued)

- Maria Love Fund (Erie County only)- for residents of Erie County ONLY who meet eligibility criteria (categories are: convalescent care aids/adaptive equipment, medication or pharmaceutical supplies, medical related transportation, food or specialized dietary needs, utilities related to medical needs). Each individual can receive up to \$300 per year.
- Social Services/Catholic Charities/Red Cross
- Food Bank of WNY
- Children’s Love Fund (Chautauqua County only)- helps families in Chautauqua County who have children with long-term illnesses by reimbursing them for non-medical expenses related to doctor or hospital visits
- Family, friends, neighbors, church, etc.

Timelines for Approval:

Applications will not be accepted on weekends/holidays and these days do not count towards the following timelines

- **Emergency requests** will receive a response by the end of next business day (requests submitted on Friday will receive response by end of day Monday or end of next business day if Monday is a holiday).
- **Non-emergency requests** will receive a response within 72 hours.
- Please be advised, if your request is approved, additional time will be required to research and purchase products or services and/or process payment.

Submission

All CLR applications (with all additional documentation) should be emailed IN A HIPAA COMPLIANT MANNER to: committeeoflastresort@aspirewny.org

If email is not accessible to submitter, application can be:

- **FAXED TO (716) 831-1145 with subject, “ATTN: COMMITTEE OF LAST RESORT”**
- **SENT VIA POSTAL MAIL to: ATTN- Committee of Last Resort/Agency Outreach & Central Intake
7 Community Dr., Cheektowaga NY 14225 OR 140 Mall Blvd., Lakewood NY 14750**

***In addition, all questions regarding any aspect of Committee of Last Resort should be addressed to committeeoflastresort@aspirewny.org**