

REHABILITATION DIVISION: BVR / BSBVI

Participant Services Policy Manual

Section 7, Title: Financial Need and Participation



Contents

Financial Need and Participation.....	1
Exemptions Based on Financial Need.....	1
Limitations	2
Exemption for Certain Goods and Services	2
Exceptions for Extenuating Circumstances	3

Financial Need and Participation

Participants, who are not otherwise exempt, are expected to participate in the cost of IPE services and non-assessment services provided as part of Trial Work Experience(s) Plans. Financial participation will be assessed prior to signing the IPE. Financial participation must be reassessed whenever the individual's financial situation significantly changes and/or at the end of each Plan year during the annual review. If a comparable benefit will pay for a portion of the goods or services, the comparable benefit will be applied first. Financial participation will be based on the remaining amount. If VR pays part of or in full for goods or services, for which the participant has financial participation responsibility, they are required to reimburse VR for the costs.

All participants will be required to submit proof of income upon request to VR to assess their financial participation. Examples of acceptable proof of income include:

- Current Federal Income Tax Return or other valid income documentation if a tax return is unavailable
- Current Temporary Assistance for Needy Families (TANF) award letter
- Current Supplemental Nutrition Assistance Program (SNAP) award letter
- Social Security due to disability benefit documentation
 - Examples of acceptable Social Security documentation for verification of benefits due to a disability include a current Social Security award letter or a Benefit Query (BPQY)
 - Unacceptable documents include an annual cost of living adjustment or COLA letter and/or Social Security 1099 forms

Exemptions Based on Financial Need

Individuals who receive one or more of the following government benefits are exempt from financial participation:

- Participants who receive Social Security benefits due to disability:
 - SSDI (for a disability).
 - Individuals receiving a Childhood Disability Benefit (CDB) – for a disabled adult child drawing social security off a parent's work record, or

REHABILITATION DIVISION: BVR / BSBVI

Participant Services Policy Manual

Section 7, Title: Financial Need and Participation



- SSI;
Note: In keeping with [34 CFR 361.54\(b\)\(3\)\(ii\)](#) and as clarified in [RSA-TAC-22-03: Prohibition Against Applying Financial Needs Tests or Requiring Cost Participation as a Condition for the Receipt of Vocational Rehabilitation Services for SSI and SSDI Recipients](#), VR is prohibited against applying for a financial needs test or requiring financial participation as a condition for providing VR services to an individual who has been determined eligible for Social Security benefits under Titles II or XVI of the Social Security Act.
- Temporary Assistance for Needy Families (TANF).
- Supplemental Nutrition Assistance Program (SNAP) (formerly known as Food Stamps).

In addition, individuals are exempt from financial participation if their adjusted gross family income is less than 250% of the U.S. Health and Human Services (HHS) Poverty Guideline. The poverty guideline is updated annually and is available at: [ASPE Dept. of Health & Human Services- poverty guidelines](#).

Limitations

- Individuals exempt from financial participation will still be required to seek out comparable benefits applicable to their services.
- Participants will be responsible for the cost of goods or services which are above the amount the Division would normally fund or for expenditures that are not included in the IPE.
- Participants are responsible for the costs of goods and services that are obtained prior to official pre-authorization by the Division.
- Participants will be responsible for a portion of a self-employment plan.

Exemption for Certain Goods and Services

The following goods and services are exempt from financial participation, regardless of whether or not the individual is exempt based on financial needs:

- Assessments for determining eligibility
- Assessments for determining rehabilitation needs, including, as appropriate, assessment of rehabilitation technology needs;
- Vehicle modifications;
- Vocational rehabilitation counseling and guidance, including information and support services needed to assist the participant in exercising informed choice;
- Pre-Employment Transition Services as defined in the Workforce Innovation and Opportunity Act (WIOA);
- Referral services needed to secure services from other agencies;
- Job related services, such as job search and placement assistance, job retention services, job coaching and follow along services;

REHABILITATION DIVISION: BVR / BSBVI

Participant Services Policy Manual

Section 7, Title: Financial Need and Participation



- Personal assistance services;
- O&M Training and Rehabilitation Instruction; and
- Auxiliary aids or services ([28 CFR 35.104 Judicial Administration-Nondiscrimination on the basis of disability in state and local government-Definitions](#)), such as interpreter services and reader services that an individual requires as an accommodation under the law in order for the individual to participate in the program.

Exceptions for Extenuating Circumstances

Exceptions to financial participation may be granted with written approval when rigid adherence could seriously jeopardize the participant's opportunity to achieve the rehabilitation objectives and an employment outcome.