

Guidance Notes on Disability Adaptations

Overview

The Disability Adaptations Scheme is intended to provide funding for the provision of specialised equipment and adaptations to dwellings that is intended to help those cope on a daily basis with the injuries or disablement they have sustained as a result of being the direct target of a terrorist attack or loss.

Who can apply?

The scheme is open to eligible clients, such as:

- Ex Officers
- Widow/Widowers
- Parents
- Serving Officers
- Carers living at the same address

Criteria

The client's eligibility is established through a home visit which is carried out by their Assessment Officer. The client will need to provide a copy of their medical data (commonly known as 'Core Data' or 'Clinical Summary') to request a referral from an NIPF Occupational Therapist (OT). This can be requested from their GP and the document should be no more than 1-2 pages long. NIPF are unable to access any medical records so providing this will allow the OT to make recommendations tailored to the client's needs.

What we can fund

- Specialised equipment and adaptations that have been recommended by an NIPF OT
- Equipment designed for sensory impairment

*This list is not exhaustive and is on the basis of acceptable quotations

What we will not fund

- Items that have not been recommended by an NIPF OT

*NIPF can only consider to fund quoted items that are 'like for like' to the OT recommendations.

Process

- A home visit is arranged with the clients Assessment Officer to confirm eligibility for this scheme
- Client submits a copy of their core data
- A referral will be sent to an NIPF OT
- NIPF OT will get in touch with client to arrange suitable date/time for assessment to be carried out
- OT Report & recommendations will be sent to Assessment Officer who will review
- OT Recommendations letter will be sent to client to request quotations that are 'like for like' to the OT recommendations
- Once acceptable quotations are received, all documents will be considered for funding. If approved, a letter of offer will be sent to the client which explains the terms and conditions in detail
- Once the letter of offer has been signed by the client and returned to NIPF, the agreed amount will be made directly into the clients account
- Assessment Officers will contact client to advise payment has been sent. Clients must check they have received the funds before they purchase any items. (Any items purchased before date of grant paid will result in the client refunding the grant money).
- Receipts are then required to be submitted within 3 months of payment date. Receipt guidelines will be sent with the letter of offer

What to remember

- Only one assessment can take place in a 12 month period
- Quotations are not to be obtained until OT Recommendations letter has been sent
- A grant cannot be considered where a client has entered into any financial agreements or paying deposits for items. These instances are considered as seeking retrospective funding and therefore will not be considered for grant funding. Any items paid in cash will result in the client returning the grant money.
- All applications must demonstrate proportionality and value for money. Approval is subject to the discretion of the Fund.