

## An Information Guide for Families

### What is Passport?

The Ontario government created Passport to provide **community participation supports** for individuals who have a developmental disability and who have left school.

Individuals can apply to receive Passport funding to assist with participation in the community by providing supports to help with:

- ❖ Employment preparation, volunteering, daily living skills, and promoting independence
- ❖ Social, leisure and community participation skills
- ❖ Continuing education and personal skills development.

### Who is eligible for Passport?

Individuals are eligible for Passport when they:

- ❖ Have a confirmed **developmental disability**
- ❖ Have **left school**, and
- ❖ Are not receiving Ontario Disability Support Program (ODSP) **Employment Supports**.

### How to Apply:

- ❖ Call Contact Brant at (519) 758-8228 for information and an application form.
- ❖ The Contact Brant Passport Coordinator can assist with completing an application.
- ❖ Consider the type of community participation supports required. It is encouraged that a Person-Directed Plan be completed, building on transition plans developed by the individual and school.

Families can use “*Creating a Good Life in Community: A Guide on Person-Directed Planning*” for assistance in creating a plan. This booklet is available at Contact Brant or at the Individualized Funding Coalition for Ontario website [www.individualizedfunding.ca](http://www.individualizedfunding.ca)

- ❖ Contact Brant will receive applications at any time. Drop off or mail completed applications to:

**Contact Brant for Children’s and Developmental Services**  
**25 King Street**  
**Brantford, Ontario**  
**N3T 3C4**

- ❖ All Passport recipients need to re-apply every three years to provide an opportunity to re-assess the plan and level of need. Individuals or families may request an earlier review if their circumstances change.
- ❖ Contact Brant is always available to assist individuals and families in planning for Passport and other supports and services.

# PASSPORT

---

## How Much Funding Will I Receive?

- ❖ A provincially developed tool defines how much funding each person is eligible for. Contact Brant uses this Passport tool to determine each person's level of support and funding when applications are received.

## Are There Waiting Lists?

- ❖ Passport funding is limited. Not everyone who applies will receive funding.
- ❖ When new Passport funding is available, Contact Brant prioritizes who will receive funding based on Ministry and community guidelines. Contact Brant will notify individuals whether they will receive the Passport funding or be placed on a waiting list.

## Funding Options:

People approved for Passport can choose Direct Funding and have money directly allocated to them to buy community participation supports *or* choose the funding for services through a Ministry-funded Developmental Service Agency.

Considerations for choosing Direct Funding:

- Individuals/families who choose Direct Funding will enter into a contract with Contact Brant regarding direct funding and their support plan.
- Families will become the employer, including recruiting, hiring, supervising and paying staff. Families have the option of using up to 10% of their allocation to pay someone to take on the role of planning and/or brokerage.
- Families will submit invoices to Contact Brant to verify the use of the funding in a manner that is consistent with the plan developed, and be reimbursed.

Considerations for choosing a Developmental Service Agency:

- Individuals/families choose an agency and one of their current programs or an individualized program. The funding for the individual's support will flow from the Ministry of Community and Social Services to the agency to provide the service.
- In Brant, the Developmental Service Agencies are: Brantwood Centre, Community Living Brant, Family Counselling Centre of Brant and Six Nations Special Services for Special People. Call these agencies to discuss what service they can provide through your Passport funding.

## For more information:

Call the Contact Brant Passport Coordinator, Sue Vincze, at **(519) 758-8228, ext. 237** or view our website: [www.contactbrant.net](http://www.contactbrant.net)

Provincial guidelines are available on the Ministry of Community and Social Services website: [http://www.mcsc.gov.on.ca/mcss/english/publications/planning\\_guidelines.htm](http://www.mcsc.gov.on.ca/mcss/english/publications/planning_guidelines.htm)