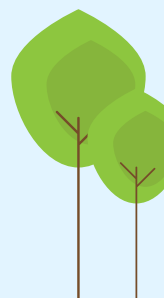
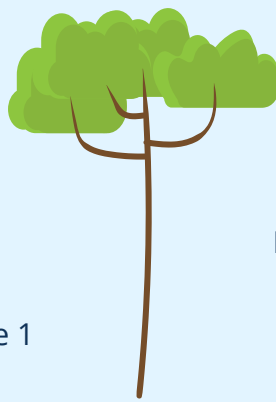


Unmet Needs Funding Roadmap

This guide is to assist individuals with I/DD who reside in **Arapahoe, Douglas, or Elbert Counties**, to access local funds (Unmet Needs funding) from Developmental Pathways.

UNMET NEEDS CAN SUPPORT

- Health, safety, medical, or behavior needs not otherwise met
- Greater independence and/or integration at home or in the community
- Connecting to the I/DD system (testing, pre-enrollment supports, etc.)
- Helping to avoid out-of-home and/or institutional placements
- Supervision and respite to ensure health, safety, and placement continuity
- Stability payments to help with the home environment, such as limited funds to assist with rent/mortgage, utilities, and internet (availability of this funding can be limited at times; to be reviewed before requesting)



For questions about this process, contact Unmet Needs Admin at unmetneeds@dpcolo.org

Unmet Needs Funding Roadmap

1

Step 1

An unmet or under-met need is identified by the family, individual, case manager/coordinator (CM), or team

2

Step 2

The family or individual connects with their CM to request Unmet Needs funding

3

Step 3

The CM gathers the following details for the request:

- Type of service to request
- Amount to request
- Identify if the payment will be a reimbursement or payment to the provider
 - For Provider Payments: Name and address of the provider, W-9, and EFT
- Reason for service/request
- How service will help
- Reason alternative funding sources are not options, including insurance, Medicaid, private funds, etc.
- Note: May need a letter of recommendation or supporting documents from a professional

4

Step 4

CM submits an Unmet Needs request. Requests are reviewed weekly or within 1-2 days if marked urgent/emergency

5

Step 5

The CM notifies the family, person in services, and team of the status of the Unmet Needs request, which will include payment process instructions

6

Step 6

The CM or provider, sends documentation to DP's Unmet Needs Admin at unmetneeds@dpcolo.org

7

Step 7

Once a request is approved and all documentation has been provided, funds will be received within 30 days.

- **One service or purchase:** can reimburse with a copy of the receipt or pay the provider directly with an invoice for past or current services.
- **Ongoing service:** can pay the provider directly with invoices submitted monthly.
 - New vendors will submit copy of W-9 and EFT forms for payment



For questions about this process, contact Unmet Needs Admin at unmetneeds@dpcolo.org