

Background to The Disability Trust's Kids Fund

The Disability Trust's Kids Fund was originally established to bring the needs of children with disabilities to public attention and to raise funds to provide equipment which was not available through other means of funding. The scope has now changed and Kids Fund monies may be used to fund activities, programs, equipment or projects, (which are not more suitably funded through other avenues such as the NDIS), to the benefit of achieving inclusion for children with disability.

It is anticipated that through annual fundraising efforts and other strategies funds will continue to be available to be allocated to local children with disabilities.

Fund Management and Administration of Kids Fund

- The Kids Fund Committee is a sub committee of The Disability Trust and is bound by the Policies and Procedures of the Corporation.
- The Disability Trust will undertake day to day administrative tasks, processing of accounts, and keep adequate financial records.
- The Kids Fund financial records will be audited with The Disability Trust. An annual statement of Income and Expenditure will be provided to the Board of The Disability Trust.
- The Disability Trust will oversee all donations and their expenditure.
- Any donations should be made to Kids Fund care of The Disability Trust.
- Kids Fund is managed by The Disability Trust with no administration charges or management fees.

Privacy and Confidentiality

Kids Fund complies with The Disability Trust's Policy and Procedure Privacy, Dignity and Confidentiality Policy B – 1.

Complaint Procedure

Kids Fund complies with The Disability Trust's Policy and Procedure Grievance Policy B – 2.

Fundraising Act

Kids Fund complies with Best Practice Guidelines for Charitable Organisations, and Charitable Fundraising Act (1991).

Kids Fund Committee

Members of the Kids Fund Committee will consist of Representatives from The Disability Trust and Trusted Clinical Services. Consultation with key community stakeholders will occur for decisions on complex or uncertain applications.

Goals of the Committee

- Supporting people or companies who wish to fundraise on our behalf
- Fund management and administration including financial reporting.
- Communicating our goals and good news stories
- Operating within the bounds of The Disability Trust's Policies and Procedures.

Eligibility of Applicants

To be eligible for Kids Fund:

- Applicants must be residents of the Wollongong, Shellharbour or Kiama Local Government Areas.
- The child must have a disability that is permanent or long term and are not eligible to receive compensation for their disability.
- Children aged 0 – 18 years are eligible.
- A Health Care Professional's report is required for equipment and must be attached for each item detailing clear evidence that each piece of equipment has been trialled and assessed for suitability. Evidence of a therapeutic program also needs to be attached that clearly outlines the goals for use of the equipment and ongoing support to be provided by the Health Care Professional.
- Items costing less than \$200 will not be considered.
- An application must have been made to the NDIA first, and a copy of the reply attached to the Kids Fund Application form.
- Grants will only be made available where no other funding exists or an application for funds from alternative sources has been unsuccessful.
- A minimum contribution of \$100.00 towards the cost of the items is requested once per allocation. This will be invoiced by The Disability Trust on approval of your request.
- In circumstances of extreme financial hardship, the Committee has the discretion to waive the \$100 contribution.
- You must include the cost and supplier of the requested equipment, service or resource. This must be based on at least two written current quotes and these quotes must be attached to your application.

Applications from other Charitable Organisations

The Disability Trust values partnerships with local disability service providers and has strong relationships with community-based organisations that continue to financially support Kids Fund.

Where Kids Fund applications are presented on behalf of other charitable organisations, it is necessary for The Disability Trust's Kids Fund Allocation Committee to make certain:

Guidelines for the Allocation of Kids Fund

- There is no other funding source. If the application is sent from a therapist employed by a charitable organisation that fundraises for aids and equipment in the local area, the Kids Fund Allocation Committee will question why the requesting organisation has not provided this equipment. A key Kids Fund eligibility requirement is the application proves there is no other funding source.
- Donor/supporter rights are upheld. The Disability Trust values the ongoing support of our donors and sponsors who give to Kids Fund. There is a risk is that some donors would not approve of their money, in principle, going to another charitable organisation they did not choose, no matter how it fits or how worthy.
- No misuse of the donated equipment by the receiving charitable organisation. The Kids Fund Allocation Committee will need to ensure that there is no possibility for the allocation of equipment to be misused or misrepresented by the receiving organisation. Kids Fund are required to maintain direction and control over all equipment allocations.

The Disability Trust understands that there may be opportunities for charitable organisations to partner to ensure a good outcome for a child and their family. In these exceptional circumstances, it is expected that the charitable organisation making the request of the funding would make direct contact with Kids Fund Management to determine a mutually beneficial arrangement.

Allocation Procedure

- Guidelines imposed for eligibility for the allocation of the Kids Fund and application forms will be circulated to therapists and relevant service providers in the Wollongong, Shellharbour and Kiama Local Government Areas.
- The Disability Trust's Kids Fund Committee will operate as a virtual committee with correspondence being circulated via email. Any communications that involve applications will be de-identified prior to circulation.
- Applications can be made as required and will be reviewed by The Disability Trust upon receipt.
- Conflict of Interest – Where an applicant is considered in which a member of the Committee has an interest then that member will declare their interest and be non-voting on that application.
- All applications will be considered by the Committee on their merit and will be prioritised on the basis of relative need and allocation criteria below.
- If an application for funds is rejected by the Committee the reasons will be given to the applicant in writing.
- If an application is successful, therapist and families will be notified in writing.

Allocation Criteria

The Allocations Committee now operates as a virtual committee so will now accept applications as they are submitted.

Kids Funds are allocated to eligible consumers with the following conditions:

- The degree of need, both financial and therapeutic, of the consumer.
- Priority is given to corrective and preventative aids.
- Consideration will be given to applications not funded by the NDIS or other means.
- Items not eligible for funding through the NDIS will be considered including communication aids, vehicle ramps and hoists, installation of equipment, modifications/repairs to equipment.
- In view of the limited funds available, previous allocations to individuals will be taken into consideration.
- Part funding of items may be considered by the Committee.

Purchase and Ownership of Allocated Items

- Once the family or carer receives notification an application has been approved for purchase, the therapist (or family member or carer) is responsible for ordering the item/s from the supplier specified in the application.
- Items approved by the Committee must be purchased within a 6 month period.
- Lower priority therapeutic items may be considered for partial funding at the discretion of the committee.
- All equipment purchased remains the property of the applicant who receives the equipment.
- All ongoing costs associated with the operation, maintenance, repairs and upkeep of equipment is the responsibility of the applicant.

Request Support

To apply to Kids Fund, an application form must be completed. Applications must be supported and approved by a suitably qualified professional.

Applications forms are available from:

The Disability Trust

Phone: [02 4255 8000](tel:0242558000)

Fax: 02 4255 8088

Email: Kidsfund@disabilitytrust.org.au

Web: www.disabilitytrust.org.au

Office: 100-102 Jardine Street, Fairy Meadow NSW 2519

Postal: PO Box 395, Fairy Meadow NSW 2519