



Program Overview

Funded by the Ontario Government Ministry for Seniors and Accessibility, March of Dimes Canada's Home and Vehicle Modification Program provides funding for basic home and / or vehicle modifications. By reducing or eliminating physical barriers which create life safety risks, modifications, adaptations, and devices enable children and adults with mobility restrictions to continue living in their homes, avoid job loss, and participate in their communities.

The HVMP provides funding for basic and essential solutions directly addressing physical barriers within a home explicitly related to an applicant's disability and current mobility restrictions. Any items prescribed and or quoted not directly related to accessibility and removal of barriers will not be funded by the program and will be the applicant's responsibility.

The Program **will not approve reimbursement** of any cost for modifications, adaptations, and devices prior to authorization from the program.

An eligible Applicant must:

- be a permanent Ontario Resident. Temporary residents and visitors (e.g. tourists, students, foreign workers on a work permit, etc.) are not eligible.
- be in financial need, income of under \$60,000
 - Under 18 is the Applicant's Parent(s)/Guardian(s)' combined income
 - Over the age of 18 is the Applicant and Applicant's Spouse/Life Partner's combined income



- Applicants (and their spouses / life partners/ guardians if applicable) with an annual income over \$35,000 are required to contribute towards the cost of the modification(s).
- have a permanent ongoing or recurring disability that impedes mobility and results in substantial restrictions in activities of daily living (eating, bathing, toileting, transferring, and mobility) and/or getting in and out of your home to access essential medical care or community services
- **(For Construction Projects Only)** be a homeowner who meets the program eligibility criteria who is applying for a modification to their home **or** be a homeowner who is applying for a modification to their home on behalf of a family member who meets the program eligibility criteria.
 - If you are a homeowner applying on behalf of a family member, you must include written consent for the requested modification(s).

If eligible, you may apply for:

- Up to \$15,000 lifetime maximum for home modifications, adaptations and devices
- Up to \$15,000 for vehicle modifications every 10 years

List of Eligible Adaptations and Devices

- Devices to support basic Activities of Daily Living (bathing, toileting, transferring) relating to mobility
- Floor Patient Lifts
- Environmental controls i.e., operate appliances; switch lights and computers on or off; facilitate the use of a telephone; or to open, close and lock doors
- Repairs to electrical or battery-operated equipment that are not covered by warranty



List of Eligible Construction Projects

Please note that equipment is often the most basic and essential solution to removing barriers. Construction projects will only be considered as a **last resort** and must be recommended by an Occupational Therapist (OT). In order for a construction project to be reviewed for eligibility, an OT must detail basic and essential equipment that has been trialed and explain why it was not suitable.

All applications for outdoor lifts and ramps (where concrete is required to be poured) will only be accepted between April 1 to October 31. Concrete ramps are not eligible. Construction of a ramp will only be considered when all other attempts to use a modular ramp have been made and documented by an Occupational Therapist.

During construction, if any issues arise such as but not limited to water damage, mold, mildew, termites, items not to provincial code or safety standards, any electrical or plumbing issues those are the responsibility of the home owner, not March of Dimes Canada.

- Modular Ramps
- Vertical Platform Lifts
- Stairlifts
- Ceiling Track Lifts
- Kitchen adaptations – i.e., rearrangement and lowering or raising of kitchen equipment and cupboards
- Bathroom adaptations – i.e., zero-threshold shower, door widening, waterproof shower panels, grab bars, handheld shower on a slide bar, anti-slip flooring, wheelchair accessible sink, accessible toilet
 - Note: *When a bathroom modification is required, but the bathroom structure cannot accommodate a zero-threshold shower, the Program would only consider funding transferable equipment (e.g. a portable roll-in shower) as recommended by an Occupational Therapist.*



List of Eligible Vehicle Modifications, Adaptations and Devices

- transferable equipment such as hand controls, foot controls, lifts, safety devices etc. These should be fully convertible, if possible, to any type of vehicle so that they can be transferred when the applicant changes vehicles;
- specialized seating and related accessories required for transportation purposes;
- remote control devices to open garage doors for persons who use wheelchairs, scooters, or who walk with difficulty;
- raising the roof of a vehicle;
- lowering of the floor of a vehicle;
- barrier-free modifications to garages or carports
- further vehicle modifications required to meet the child's changing needs
- Repairs to electrical or battery-operated modifications that are not covered by warranty

List of Ineligible Requests:

- concrete ramps
- the purchase of a home or vehicle
- construction projects for newly built homes
- therapeutic or supportive care-related items;
- cosmetic improvements, upgrades or repairs to the home;
- the construction of additional rooms;
- household appliances
- a second accessible exit (not required by the Ontario Building Code);
- hospital beds
- suction grab bars;
- Walk-in Tubs;
- Restocking Fees and Return Fees;
- Self-Install Stairlifts;
- Vehicle upgrades and repairs

Required Documents

Please do not send original documentation as documents cannot be returned and remove / black out Social Insurance Numbers (S.I.N.) from all submitted documentation

- 1) A signed Application
- 2) Proof of Income
- 3) Occupational Therapist Letter of Assessment or Certified Driver Rehabilitation Specialist (CDRS) for any adaptive driving devices.
- 4) Price Quote(s)
- 5) Proof of Ownership for Home Construction Projects or Vehicle Modifications
- 6) Pre-photos including drawings and measurements for Home Construction Projects



2. Acceptable Proof of Income

Applicants with a combined income **over** \$35,000 (up to a maximum of \$60,000) are required to submit:

- T1 General (Most current tax year)

Applicants with a combined income **under** \$35,000 are required to submit ONE of the following documents:

- T1 General (Most current tax year)
- social assistance (GAINS, ODSP, Ontario Works)
- Notice of Assessment from Revenue Canada (Most current tax year)
- Tax Summary for current tax year

3. Occupational Therapist Assessment

An Occupational Therapist (OT) must complete either an assessment letter OR a Verification of Disability Form available on our website (www.marchofdimes.ca/hvmp). The letter must also include the following information:

- The client's disability
- What primary mobility device(s) the client is using in the home
- A description of how their disability impacts their ability to independently complete activities of daily living such as eating, bathing, toileting, transferring and mobility
- The recommendation of devices, adaptations and/or modifications and how they will remove the barrier.
- What internal and external supports (people or services) are available to the client.

For construction projects, the Occupational Therapist must **rule out all basic and essential options before recommending major modifications** and also detail the following information:



- A detailed list of equipment that has been trialed and why it was not suitable
- For Bathroom Modifications on the second floor: a description of the mechanics on how the client will manage the stairs safely and independently to access the bathroom located on another level, a description of the plan to address the level-to-level change within the home and the long-term plan for the client when they can no longer manage the stairs.

Note: You must provide an assessment from a Certified Driver Rehabilitation Specialist (CDRS) for any adaptive driving devices.

To find an Occupational Therapist (OT), ask your family doctor or contact Home and Community Care Support Services (HCCSS) at 310-2222 (no area code required) who can recommend publicly funded OT services in your community. You can also find more information online about Finding an OT at: <https://ontario.ca/find-an-ot/>.

4. a) Price Quotes for Home or Vehicle Adaptation and Devices

One price quote is required. Quotes must be from a registered medical supplier, equipment supplier or medical vendor of the applicant's choice.

All vendors must be able to be paid via Electronic Funds Transfer (EFT).

Quotations must include the following:

- name, address, and contact information
- separate line for all devices required, quantity, unit cost and applicable taxes
- separate line for labour charges and applicable taxes
- separate line for delivery charges and applicable taxes
- a clear description of any warranties



4. b) Price Quotes for Construction Projects

i) Bathrooms & Kitchen Adaptations

All quotes for construction work must include a WSIB certificate(s) from those completing the work. MODC acts as a third-party payee; therefore, there is no exemption to residential construction work because the homeowner is not paying the contractor; MODC is issuing payment as a third-party payee.

Two competitive price quotes are required which detail the same scope of work being requested and includes all the requirements below:

ii) Stairlifts, Ramps, Modular Ramps, Vertical Platform Lifts, Ceiling Track Lifts

One price quote is required that includes the requirements below:

- the contractor or supplier’s name, address and contact information
- specifications or drawings (including measurements)
- a thorough description of the project with details of the work to be done
- separate line for applicable permit fees, if required
- separate line for each commercial product supplied, quantity, unit cost and applicable taxes
- separate line for all materials required, quantity, unit cost and applicable taxes
- separate line for all WSIB-certified subcontracted trades that will be required with cost and applicable taxes
- separate line for labour charges and applicable taxes
- a clear description of any warranties



- a work schedule, including start and completion dates
- who is responsible for clean up after the job is finished

All contractors must be able to be paid via Electronic Funds Transfer (EFT).

5. a) Proof of Home Ownership for Construction Projects

All applicants requesting construction projects are required to submit a Property Tax Bill for home being modified

Please note, if you are a condo owner, a letter from the condo board approving your construction project is required. Please refer to Section 98 of the Condominium Act. Any fees associated with condo board requirements are not covered by March of Dimes Canada.

5. b) Proof of Vehicle Ownership and Valid Driver's License

All applicants requesting vehicle modifications must provide proof of each of the following:

- Copy of a valid driver's license both front and back
- Copy of current vehicle ownership
- Copy of current vehicle insurance
- Copy of a current vehicle inspection from a certified mechanic, if the vehicle is used, stating it is in good working condition with an odometer reading

6. Pre-Photos, Drawings and Measurements for Construction Projects

For Home Construction Projects the following must be included:

- Pre-Photos of the entire space
- Drawings and measurements from the installer



Type of Funding Request

What are you requesting?

Is your request over \$15,000? yes no

If yes, please note that the Program will provide up to \$15,000 for home and/or vehicle modifications. Please identify what person, agency or organization will be paying the difference:

Must complete box for Home Modification requests. Please answer from the perspective of the applicant.

1. **Is your home:** Owned Rented Owned by Family
2. **If rented, do you have landlord permission to install the equipment being requested?** yes no Not Applicable
3. **Type of Home:** Bungalow Back Split Side Split
 Two Storey Town Home Condo Mobile Home
 Apartment Other:
4. **If you are applying for a bathroom modification, what floor is the bathroom on?**
 ground level upper level basement level Not Applicable

Must complete box for Vehicle Modification requests. Please answer from the perspective of the applicant.

1. **Is your vehicle:** Owned Leased To be Purchased
2. **Does the driver of the vehicle have a valid driver's license?**
 yes no
3. **Are you requesting driving controls?** yes no



a. If yes, are you certified/approved to use the hand control?

yes no

For all requests, please complete the following questions. Please answer from the perspective of the applicant.

1. Is your disability or project the result of (check all the apply):

A workplace Injury: yes no

A Motor Vehicle Collison: yes no



Applicant Information:

This information helps us know how best to contact you about your application

Date of Birth:	
First Name:	
Preferred Name (if different):	
Last Name:	
Pronouns:	
Mailing Address:	
City & Postal Code:	
Phone:	
Email Address:	
Marital Status:	<input type="checkbox"/> married/common-law <input type="checkbox"/> separated <input type="checkbox"/> single <input type="checkbox"/> widowed
Source of Income:	<input type="checkbox"/> CPP/OAS <input type="checkbox"/> GAINS <input type="checkbox"/> ODSP/Ontario Works <input type="checkbox"/> Other:

Please contact me in the following ways:

- Email Phone Call Mail Only
 Do not contact me, contact my Primary Contact Person below.

Primary Contact Person:

By listing a Primary Contact Person below I acknowledge I **will not receive any information** or correspondence about the outcome of my application and this person is authorized to speak and make decisions on my behalf.

First Name:	
Last Name:	
Pronouns:	



Your relationship to the Applicant:	
Mailing Address:	
City & Postal Code:	
Phone:	
Email Address:	

Please contact me in the following ways: Email Phone Call Mail Only

What best describes your reason for needing the requested modifications, only select one.

remove or minimize a life safety risk

OR

prevent hospitalization/institutionalization by assisting the individual to continue living safely in their home (with or without assistance)

OR

allow discharge from hospital/institution by assisting the individual to continue living safely in their home (with or without assistance)

OR

to seek or maintain employment

OR

allow a caregiver to meet the responsibilities of caring for a dependent with a disability (attend medical appointments, therapy, and community activities etc.).

OR

to support both children and adults to participate in developmental/community activities (Examples: to attend school, church, volunteer work, community activities, etc.).



Permissions

I agree that March of Dimes Canada may contact me for the following reasons:

(check all that apply)

- Fundraising: To contact me about donating to March of Dimes Canada
- Survey: To obtain feedback on services I receive from March of Dimes Canada
- Opinion Poll & Research: To solicit my view on services or policies affecting people with disabilities
- Receive Information: To advise me of new information, services or opportunities that may be of interest to me but are from third party companies, agencies, or service providers
- Volunteer: To provide me with a volunteer opportunity
- Do not contact me

Protection (Privacy) of Applicant Personal Information

Purpose

March of Dimes Canada (MODC) collects personal information for a variety of purposes including the delivery of services, fundraising, quality management, research, billing and meeting legal and regulatory requirements.

MODC utilizes several safeguard measures to protect personal information and keep it confidential and will not share any personal information with any third parties unless it is directly related to the delivery or enhancement of the services that MODC provides or unless a Canadian law requires it.



Personal information that is no longer required to fulfill the identified purposes will be destroyed, erased, or made anonymous. MODC has guidelines and procedures to prevent unauthorized access and to govern the destruction of personal information.

The full MODC Personal Information Protection (Privacy) Policy is available on the MODC website or by request.

Consent

I fully understand the reasons March of Dimes Canada (MODC) has requested my personal information and I give consent to MODC to use my personal information for the purposes outlined. I also understand that I may withdraw my consent at any time, subject to legal or contractual obligations and reasonable notice, and that MODC will inform me of the implications of such withdrawal.

Signature of Applicant:

Date:

OR if signed by someone other than the applicant, please write your full name below:

_____ **(First & Last Name)**

I certify that I am the Applicant's Power of Attorney or Substitute Decision Maker



Submit your completed and signed application with supporting documents to the Home and Vehicle Modification Program. Incomplete applications packages will not be processed for funding. One attempt will be made to secure missing information.

Mailing Address:

March of Dimes Canada
920 Commissioners Rd East
London, ON N5Z 3J1

Phone:

1-877-369-4867

Fax:

519-432-4923

Email Address:

hvmp@marchofdimes.ca