



AIVRTTAC

PROVISION OF SERVICES: MAINTENANCE

Definition of Maintenance

“Maintenance” refers to monetary support provided for expenses such as food, clothing, and rent that are in excess of the participant’s normal expenses and necessary in order to (a) complete an assessment to determine eligibility, (b) participate in IPE planning, or (c) receive services under an IPE.

Maintenance

Maintenance is a vocational rehabilitation support service that is available only to support an individual’s participation in approved vocational rehabilitation activities or services. The AIVRS project provides or supplements existing support services when necessary to support AIVRS-sponsored activities or services. Consider the following points:

- The AIVRS project can pay additional costs for services which are incurred as a result of, or which are part of, a vocational rehabilitation effort.
- For project participants with an IPE, the supports are provided only to support activities written in the IPE.
- Maintenance payments are conditioned on the participant having economic need. The AIVRS project may pay for these services only if the participant’s financial resources are not sufficient to pay these costs.
- All alternative resources must be investigated and utilized before maintenance services can be provided.

Provision of maintenance is never the purpose or focus of a rehabilitation effort. The AIVRS project does not replace programs or services (e.g., TANF, SSI, public housing, other income assistance) that

- are intended to meet the participant’s basic needs for food, clothing, and shelter, or
- provide services such as transportation, child/adult care, reader/interpreter services, attendant care services, child day care services, etc.

The VR counselor and participant are required to explore the potential impact of maintenance payments on the participant’s receipt of support payments from SSA, food stamps, TANF, etc.

Examples of Maintenance

Regarding post-secondary education or training services, AIVRS projects will assist participants with maintenance support after all comparable benefits and services have been applied and the following conditions are met:

- Due to disability-related needs or requirements of the specific employment outcome, the participant is approved to attend a training institution outside the commuting distance of their documented permanent residence.
- The participant provides documentation showing that they are maintaining their documented permanent residence while attending training.
- The participant meets economic need.
- The participant is approved, based on review of all documentation, to receive VR support for the period of tuition renewal.
- The participant is attending training full time.

Maintenance support may also include the following:

- meal costs, not to exceed that which would be paid to the institution (or comparable institution, if the institution attended does not offer meals) for a campus meal plan; and
- residential costs (on or off campus) not to exceed the cost of the participant's share of the posted dorm rate (double or shared room) during the academic year.
 - Participants living off campus will provide their VR counselor with a copy of the rental agreement and list of roommates. The AIVRS project will support only the amount resulting from dividing the total residential costs by the number of roommates. This amount must be equal to or less than the posted double or shared dorm rate.
 - Participants will be responsible for all residential expenses, including but not limited to utilities, water, and internet services that are above the participant's share of the posted double or shared dorm rates.

Transportation Services

- AIVRS support for car repair is limited to a total of \$4,000 (or as project policy permits) per participant during the duration of the IPE.
- AIVRS projects will not pay for routine automobile maintenance (e.g., tune-ups, oil changes, tire rotation, routine replacement of belts and hoses, routine tire replacement, etc.).
- Any exception to the \$4,000 car repair limit (or as AIVRS project policy permits) must be reviewed by an AIVRS project supervisor and approved by the project manager (or designated approver in project policy).
- Exceptions must be based on unique disability-related needs of a participant. In the case of an exception, the AIVRS project will only pay for 80% of the eligible car repair that exceeds \$4,000 (or as project policy permits). The participant will be responsible for the remaining 20%.
- Towing costs and diagnostic testing related to the specific vehicle repair can be paid if necessary to assess the vehicle for potential repairs. These costs are separate and should not be factored into the overall \$4,000 car repair limit or project limit.

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