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FCSP Support Fund Criteria FY26

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Acronyms:

FCSP: Family Caregiver Support Program

PS: Program Specialist CM: Case Manager

OCAT: Oregon Caregiver Assessment Tool LTSS: Long Term Services and Support

ADL/IADL: Activities of Daily Living/Instrumental Activities of Daily Living

RAPP: Relatives as Parents Program SUN: Schools Uniting Neighborhoods

FY: Fiscal Year (July-June)
FPL: Federal Poverty Level
UCR:Universal Client Registry

Definitions of the Guidelines:

Internal guidelines = Mult Co ADVSD

Program guidelines = <u>State and Federal Guidelines</u> (This link takes you to the State page for FCSP which has the Oregon rules and the link to the OAA Title IIIE information)

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Eligibility Criteria:

Internal Guidelines:

- **OCAT risk score priority**: Moderate, High or Maximum

- **Income:** Caregiver household income is 300% FPL or less

External Guidelines:

- Service Needs: Care recipient requires substantial assistance in 2 ADL/IADLs (*excludes RAPP)
- Request Sustains Caregiver Relationship: OCAT plan includes reasons the support funds are needed and how the funds will sustain the caregiving relationship, deterring the need for LTSS.

Program Offering: Support Funds (internal guidelines):

- FCSP support funds may provide:
 - Short term respite (one time per fiscal year)
 - Self care for caregivers (ex: massage, acupuncture, counseling, etc.),
 - Personal items for care recipients (ex: DME, adaptive equipment, medical supplies), and household goods
 - ***Note- Gift cards may be requested as a last resort and will be acquired and delivered directly to the client by the PS.***
- Case Manager will assist caregivers with additional referrals and resources to meet needs prior to requesting support funds. (ex: medical insurance for DME, OPI-M for ongoing respite, SUN for RAPP, etc.)
- Assistance is limited to items or services not covered by other programs
- Caregiver Assistance is limited to 1x per fiscal year

Referral Process:

- 1. Case manager assists caregiver with referrals and resources to meet needs prior to requesting support funds.
- 2. Follow partner organization's internal process for potential use of support funds
- 3. Update OCAT with current information
- 4. Review and update UCR case management referral consumer demographics, care recipient, and upload current OCAT to UCR documents.
- Complete Smartsheet referral form (include estimate/invoice)
 *If the request is for an online order to be shipped to the household, a "Personal Information Disclosure Waiver" must be completed

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- 6. Any communication with the caregiver about the support fund request must highlight the funds are not guaranteed
- 7. Request is reviewed by FCSP
- 8. FCSP emails case manager of funding decision
- 9. Case manager communicates decision with client
- 10. If an online order was shipped to the household, a "Confirmation of Goods" must be completed and sent to fcsp.payments@multco.us.

Partner Organization Allocations:

- Each partner organization will have an approximate portion of the FCSP support funds commensurate with their case management allocation. This will ensure equitable access to limited funding.
- Each partner organization will receive a yearly target amount at the start of the fiscal year.
- Actual spending will be reviewed in quarterly utilization meetings.
- Partner organizations are encouraged to do their own monitoring of their target amount of funds. Assistance is contingent upon availability of the organization's target funds.
- Partner organizations have autonomy on how to prioritize which FCSP clients will receive funding as long as they meet the criteria.
- The support fund limit per client is determined per organization.
- Multco recommends supervisor approval prior to submitting a referral to FCSP.
 Multco assumes each request has followed their organization's internal process.
- Partner organizations can choose to use support funding for contract respite but NOT contract respite for support funding.