



VARIETY'S SPECIAL NEEDS PROGRAM - FREQUENTLY ASKED QUESTIONS

1. How do I submit my application?

- By email to the Program Coordinator, Samantha at sanderson@varietymanitoba.com
- Drop it off or mail to our office located at 440A Don Ave, Winnipeg, MB, R3L 0S4.
- Please note that we will no longer be accepting paper applications as of January 1st, 2025. If you need support to make an account through the online system, we will be more than happy to assist you.
- We are unable to accept a fax as we do not have a fax line.

2. Who can apply? Is my child eligible for support?

- The Special Needs Program is open to children up to 18 years of age with a confirmed diagnosis. We must receive the application for the child before their 18th birthday.
- Applications are to be submitted by the families and not providers. Providers are welcome provide support in filling out the application as needed.
- You must be a resident of Manitoba.

3. What services/equipment can I apply for?

- The program funds a multitude of services and equipment from speech therapy, physiotherapy, and ABA therapy to equipment such as communication devices, strollers/standers, safety harnesses, hearing devices and sensory equipment.
- You can apply for a maximum of 1 service at a time. This doesn't mean you can't apply for other services, only that we will provide funding for 1 at a time. For example, you can apply for Speech Therapy and 6 months later apply for ABA Therapy.

4. What is a third-party letter of support and who do I ask?

- A third-party letter of support is from a party that is involved in your child's care that can offer an outside view of the situation and help support your request. Some examples are therapists, disability support workers, social workers, teachers, and pediatricians.
- The service provider who would be providing the service CANNOT write a letter of support as it is a conflict of interest. If you wish to submit one from the service provider, you may do so, but you will be asked to provide another option as well.
- Family members are not eligible to write a letter of support. If you are struggling with who to ask for a letter of support, please call the office to discuss options.
- with. Provider lists are available on the website.

5. I only have parts of my application; can I send it in anyway?

- No, please make sure that your application is complete before submitting it. Due to the high volume of applications coming in we can no longer hold onto various pieces of an application. Please do NOT submit your online application with pieces missing, as it will delay your application being reviewed.
- Please collect all required documents before submitting the application. It is up to families to ensure they receive proper documentation within the intake period. If you do not receive the documents in time, please wait until the next intake period to submit the application.
- We are no longer accepting paper applications as of January 1st, 2025. If you need support to make an account through the online system, we will be more than happy to assist you.



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6. Can I choose my Provider?

- Yes You know your child the best to pick the right provider that will work with your schedule and be a good fit with your child.
- If you don't know where to start looking for a provider, we have lists of providers that Variety works with.

7. Do I need 2 service/equipment quotes?

- If you have already been working with a provider that you and your child like, there is no need to find another quote as that is your preferred provider.
- If the piece of equipment you are looking for only comes from one source there is no need for an additional quote. Ex: Cochlear implant processors. Please provide an explanation that this is the case.
- If you do not have a preferred provider and the choice of equipment can come from multiple venues, please provide us with 2 quotes of comparable equipment/services.
- When asking for a quote, please ask the provider for 6 months of service.

8. My application is completed and submitted, now what?

- Once your completed application has been submitted, it is reviewed to make sure everything is there, and we may follow up with questions if needed.
- Committee meetings are held 2 times a year; December and June. With intake for applications starting 3 months prior to the committee meeting.

9. What happens once my funding has been approved?

- Once your application has been approved for funding, you will receive an approval letter from us stating the amount and what the funding is approved for. It is up to the family or individual who has supported the family in applying, to contact their preferred provider, show them the approval letter and make any appointments.
- When your funding is running low or has finished, you do have the opportunity to reapply for continued funding as long as it has been 6 months or more since your last application.
- You are responsible for keeping track of how much funding you have to use. Monthly emails are sent out notifying you of how much funding is left. You can also contact the Program Coordinator to ask what the balance is. If you go over your approval amount, Variety will NOT pay for the services. You will be responsible for payment to provider.
- If for any reason you want to switch service providers during your funding period, you must contact Variety and request permission to do so. Ex: switching from one speech therapist to another.
- Unfortunately, you CANNOT use your approved funding for another service. Please ensure you are certain on the need and want for the therapy being requested. Ex: You cannot transfer funding approved for speech therapy sessions to fund physiotherapy sessions.
- Approved funding must be used within a year of approval date. While 6 months of funding is the time frame that is approved, we understand that there are circumstances that happen that allow the funding to last longer. Our hope is that the child is accessing services that are beneficial to them regularly. If you are experiencing any concerns with accessing services, please let us know and we can try to navigate with you.
- Each child is allotted a total maximum of \$30,000 for services during the time they are eligible for support from Variety (Birth to 18 years).
- Variety maintains the right to discontinue funding at any point in time.

Any Need. Any Child. Every Day.



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10. What if my request was declined?

- All applications are reviewed by a committee who makes the decision on approval. Funding is **NOT** guaranteed and all committee decisions are final. Families are welcome to reapply in 6 months.

11. How can I apply for continued funding?

- Families are eligible to apply for continued funding as long as the funding is running low or it has been 6 months or more since your last application. The link for continued funding can be found on the website.
- You can log into your account with the same username and password.

12. I missed the intake period can I still submit an application?

- No, unfortunately you will have to wait until the next intake period opens up to submit your application. We are unable to accommodate reviewing applications between intake periods.

13. I have questions about my funding, who do I ask?

- For any questions regarding your funding, please call or email Samantha at 204-982-1050 or email sanderson@varietymanitoba.com