

What is a Cost Contribution?

A Cost Contribution is offered when a Property Owner's preference for work on their home is over and above the extent of the funded Housing Modifications, or the Property Owner wishes to use their own building contractors to complete the modification. This process will provide Whaikaha – Ministry of Disabled People funding for the disability related needs and allows the Property Owner to undertake their preferred work to their home. The value of the contribution from Whaikaha Equipment and Modification Services (EMS) funding is established by evaluating the environmental changes required to the home to meet the essential disability related needs of the client.

- A Cost Contribution is a sum of money offered to meet the cost of a person's disability related Housing Modification.
- A Cost Contribution may be based on any cost difference between 'standard' work and what is required to meet the essential disability related need.

Under what circumstances are Cost Contributions approved?

- Where the Property Owner is building a new house.
- Where additions and alterations to an existing house are undertaken that are not part of the essential disability related needs.
- Where the Property Owner prefers to use a non Enable New Zealand contracted builder to complete the work.
- Where the construction costs are over \$1,000 (excluding GST).

What is a Cost Contribution amount based on?

The long-term disability needs, these are assessed by the EMS Assessor.

The most cost effective solution to meet the identified needs.

Enable New Zealand reviews the needs and recommended solution to ensure these meet Whaikaha eligibility criteria.

The costs associated with the approved solution to meet the disability related needs are calculated by Enable New Zealand. The construction amount is based on standard industry rates for materials and labour.

Note

- *The Cost Contribution figure will differ from the actual cost of carrying out the modification.*
- *Whaikaha funding will only be considered for cost contributions that are over \$1,000 (excluding GST)*

What is not included in a Cost Contribution?

- Repairs and maintenance on the property.
- Work that is not associated with the assessed disability related need.
- Contractor profit margins.
- Building consent for the building work (where this is required for building work other than the modifications to meet the assessed disability related need).

Note:

Where the Cost Contribution, or sum of previous funded housing modifications, is over \$8,076.00 (including GST). Income and Cash Asset testing will need to be undertaken by Work and Income New Zealand.

New Homes



New homes can be built to meet most disability related needs without incurring additional cost. Designing and planning should account for level entry into a home and installed doors of suitable width refer to www.lifemark.co.nz.

When the Cost Contribution is being used towards a new house, the Cost Contribution amount is based on the cost difference between standard materials and what is required to meet the disability related need, e.g. standard vinyl verses non slip safety vinyl. Please note there is often minimal cost difference.

Preferred Plans

Enable New Zealand must be provided with sketch plans and information relating to what the Property Owner intends to use the Cost Contribution towards. The EMS Assessor will need to confirm that the preferred solution will meet the long term needs of the disabled person and/or their support people.

What is the process for a Cost Contribution?

- The EMS Assessor carries out their assessment and in conjunction with the person establishes what is required to meet the disability related need.
- The application for Whaikaha funding is forwarded to Enable New Zealand indicating that the Property Owner wishes to follow a Cost Contribution process.
- The application is reviewed by Enable New Zealand against the Whaikaha criteria. Where criteria are met, an Enable New Zealand Housing Advisor is asked to calculate a Cost Contribution amount based on the information provided. If the calculation (including previous modifications) is over \$8,076.00 (including GST) an Income and Cash Asset test will be requested (NB: children under 16 are excluded from this process).
- Enable New Zealand will send the Property Owner a letter offering a Cost Contribution.
- The Property Owner accepts the Cost Contribution offer by signing the liability documentation and returning it to Enable New Zealand within 20 working days. They can decline the offer by informing Enable New Zealand.
- A copy of a signed exemption declaration form ENAH115 (which will be included in the documentation sent out by Enable New Zealand) is required before any work commences.
- The Property Owner is responsible for all of the Contractors they engage and has full responsibility for the management of the Housing Modification. Enable New Zealand has no involvement with builders, building consent authorities or any other responsibility during the building process.
- The Property Owner is responsible for obtaining building consent as part of this process.
- Any variations to the agreed plan and specifications are to be discussed with the EMS Assessor and approved, to ensure the disability related needs are going to be met.
- The Property Owner is to advise the EMS Assessor that the Housing Modification has been completed.
- The Cost Contribution is based on assessed essential needs and therefore all Housing Modifications recommended to meet these needs must be completed to ensure the disability related needs have been met to the satisfaction of the EMS Assessor. **The entire cost contribution may not be paid if only part of the solution is completed.**
- The EMS Assessor completes and forwards confirmation to Enable New Zealand that the Housing Modification does meet the person's identified disability need.



ENAH106

COST CONTRIBUTION

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Payment

- The Cost Contribution is only paid after completion of the building work.
- On receipt of the following documents the Cost Contribution will be paid to the Property Owner:
 - Signed documentation from the EMS Assessor
 - A copy of the Code Compliance Certificate (if applicable) is required before payment.

Note:

Completed paperwork must be received by Enable New Zealand before the last working day of the month. The Property Owner will receive payment after the 20th of the following month.