

## CUPW-UPCE/PSAC Special Needs Project (SNP)

### What is a special need?

For children, a “special need” refers to a disability, delay or health disorder that requires on-going assistance and support, and/or **extra or different help** from that given to other children of the same age. The child’s special need, or diagnosis, results in a significant increase to the financial, emotional and physical stress on the family.

### Eligible Expense Fundamentals

1. Eligible expenses are those costs that are over and above what a parent of a typical child would have AND directly related to the child’s diagnosis. **This is individualized funding so what may be eligible can differ from member to member and child to child.**
2. The Special Needs Project will **only support costs directly related to the accepted diagnosis**. The diagnosis that has been accepted is listed on your invoice form.
3. An eligible expense is one where a service or support is provided by someone **OUTSIDE** your family. **Funding cannot be paid to a family member.**
4. Respite care can be an eligible expense. Respite provides short-term relief for primary caregivers to look after their own needs. It is **not** meant to cover child care so parents can go to work.
5. **CLAIM FIRST: Eligible costs that are most clearly over and above what a typical child would need.** For members receiving Part-time funding this could include medical support; uninsured medications, therapies, and education related support.
6. **Childcare costs can be eligible when it is specialized to support the child’s diagnosis.** Examples: the childcare provider has specialized medical skills; therapists provide support at daycare; it is over and above what care would normally be needed given the child’s age.
7. Eligible education related costs are **directly related to your child’s diagnosis and focused on helping your child reach their best learning potential** (up to achieving grade level).
8. **Recreation related expenses must be over and above what you do for your other children or what you would do for your child if they were a typical child.**
  - a. Recreation related transportation or equipment costs are not eligible (*unless specialized*).
  - b. If the recreation program is specialized (*adapted from what a typical child would use to accommodate your child’s diagnosis*) please identify how it is adapted.
  - c. A recreation program should only be called therapy if it is delivered by a qualified therapist.
9. **Members must access all other sources of employment, government and education related funding** before listing the expense with the Special Needs Project
10. **As of July 2021 eligible transportation costs are reimbursed at .38 cents per kilometre.**
11. **The SNP encourages members to keep receipts for income tax purposes.** There are circumstances under which SNP members need to submit receipts for expenses.

**For more information about what is an eligible expense please contact the SNP office. Advisors do not make these decisions.** You can also check the **Special Needs Project Guide** for more information at the SNP website – [specialneedsproject.ca](http://specialneedsproject.ca)



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