



# AUXILIARY GRANT PROGRAM

*A state income supplement for individuals who are aged, blind or disabled*

## Auxiliary Grant (AG) Settings:

- Assisted Living Facilities (ALFs)
- Adult Foster Care Housing (AFCH)
- AG Supportive Housing (AGSH)

## Providers who accept Auxiliary Grant are:

- ALFs licensed by the Virginia Department of Social Services, Division of Licensing Programs
- AFCH are locally certified by the Local Department of Social Services (LDSS) limited locations
- AGSH are certified Supportive Housing providers through the Department of Behavioral Health and Developmental Services (DBHDS) located in Southwest Virginia


## To Apply for AG Assistance:

Contact the local Department of Social Services agency in the locality in which the applicant lives now or lived in prior to entering any type of facility.

 [www.dss.virginia.gov/localagency/index.cgi](http://www.dss.virginia.gov/localagency/index.cgi)

## About Us

The Auxiliary Grant (AG) Program is a collaborative effort between Virginia Department of Social Services (VDSS) and the Department for Aging and Rehabilitative Services (DARS) and locally administered by the Local Departments of Social Services (LDSS).

Contact DARS for general program information:  
 804-662-7000

 [www.dars.virginia.gov/dcl/AuxGrants.htm](http://www.dars.virginia.gov/dcl/AuxGrants.htm)



## Application Process

- The Auxiliary Grant Program is an income supplement for individuals who receive Supplemental Security Income (SSI) and certain other older adults and individuals with disabilities (also referred as “aged, blind, or disabled individuals” for eligibility determination).
- Individuals who are aged, blind, or disabled shall submit an Application for Benefits at their LDSS to determine if eligible for the Auxiliary Grant. Individuals who are aged, blind or disabled must apply and/or be receiving Supplemental Security Income (SSI) through the Social Security Administration or have been determined not eligible. Verification needs to be provided.
- The applicant must be assessed by a qualified assessor to determine their level of care with the Uniform Assessment Instrument (UAI) within 90 days of placement in one of the housing options. Individuals must complete and sign the application. Keep a copy of the application for your records.
- After submitting the application to the LDSS, the applicant will receive notification to submit additional verifications such as income, bank accounts, insurance, etc. Please submit verifications within the time frame indicated or inform the LDSS worker of any delays. Application decisions are generally made within 45 days; however, if you have not received any contact within 30 days, please contact the LDSS.

## Approval Process

- An AG Notice of Action should be sent once a decision has been made. The applicant may have 30 days upon notification of approval to move into one of the housing options, if needed. Failure to do so may result in the application being denied.
- While waiting for a decision, the applicant or authorize representative should be seeking housing options, making decisions on how the Auxiliary Grant funds are to be managed. Who will be responsible for managing the renewal process of the Auxiliary Grant, and reporting changes to the local department of social services.

- Once the individual is placed it is the responsibility of the family member or authorized representative to inform the facility and the benefits worker who will be handling the affairs of the resident.
- The Auxiliary Grant is a state supplement to the individual’s income. The individual or authorized representative must ensure that the applicant’s income (SSI, retirement, VA Benefits, SSDI or earned income) and the auxiliary grant goes to the facility to pay their expenses. The rate is set by the General Assembly and changes may occur annually. A small portion of their income is saved for their personal needs allowance. Ask for the current fees and personal needs allowance rate.



## Things to Remember

- You are required to report any changes in income, resources or living situation. You have 14 days to report any changes to the LDSS.
- Auxiliary Grant is renewed annually. Depending on the AG recipient’s status they may need to submit a renewal application along with verifications.
- The UAI assessment is done annually. The AG recipient must have the UAI updated annually and when there are any significant changes in their health. Contact the adult service unit at the LDSS for an assessment.
- The applicant is responsible for payment. Review the contract with the facility regarding discharge. Generally, a 30-day written notice is needed before moving out. Also, inform the benefits worker who handles the grant so changes can be made before discharge.