

# Appendix A: Spending Guidelines

## Draft Revision # 1 SB 4-16-21

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Vermont Division of Vocational Rehabilitation  
Policy and Procedures Manual

Revision Date: August 2009

**THIS ENTIRE APPENDIX IS GUIDANCE**

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## Section 1: Overview

A. The Division of Vocational Rehabilitation (DVR) may not place an absolute dollar limit on specific service categories or total services provided. However, DVR may set spending guidelines to ensure reasonable costs to the program. The guidelines may not be so low as to deny a consumer a necessary service.

A-B. The following appendix is intended to be a reference guide for Division of Vocational Rehabilitation (DVR)-DVR consumers and DVR staff on the spending guidelines for any particular service. All DVR spending guidelines are considered guidance. When reviewing the guidelines, it is recommended DVR staff and consumers remember:

- The spending guidelines are not absolute minimums or maximums. All VR services are based on the individualized needs of the consumer, the specific employment goal of the consumer and what other resources are available to the consumer. DVR may pay more or less than the guideline depending on the individual circumstances. In some cases, DVR will not contribute any funds to a service if the consumer has access to other resources or comparable benefits to pay for a service.
- DVR consumers and staff should reference the specific policy manual chapter to find out under what circumstances DVR will pay for a service. Except under extraordinary circumstances, DVR will only pay for services if those services will lead towards the eventual achievement of an employment goal. The specific policy chapter will also provide information regarding under what circumstances DVR will make exceptions from the spending guidelines.

C. When considering exceptions to spending guidelines, the VR regional manager must consider the consumer's ability to contribute to their services. The consumer contribution must be:

1. Reasonable.
2. Based on the consumer's financial need, and
3. Not so high as to effectively deny the consumer a necessary service.

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*D. DVR cannot require consumers who are SSI or SSDI beneficiaries to provide funding towards their services, including post-secondary services, and training. DVR cannot require consumers to obtain a student loan to provide funding for post-secondary education and training. These consumers are still required to apply for financial assistance outlined in policy.*

**Section 2: Spending Guidelines**

Unless otherwise indicated the following spending guidelines are for the duration of an open case.

**Chapter 301: Counseling and Guidance, Referral to Other Services and Other Goods and Services**

Service	Spending Guideline
Other goods and services not otherwise identified in policy manual	\$250

**Chapter 302: Health Services**

Service	Spending Guideline
Inpatient physician and hospital services	\$2,500
Outpatient services	\$1,000
Psychologist	\$90 per session up to \$900
Psychiatrist	\$120 per session up to \$1,200
Dental Work including dentures	\$2,500
Nursing Services	\$35 per hour up to 20 hours
Drugs and supplies	\$1,000
Prosthetics	\$3,500
Orthotic devices	\$1,500
Manually operated wheelchair	\$2,500
Powered wheelchair	\$10,000
Eyeglasses	\$400
Podiatry	\$250
Physical Therapy	\$1,000
Speech Therapy or Hearing Therapy	\$1,500
Mental Health Services	\$1,000
Treatment of acute or chronic complications associated with other health services or conditions	\$500
End stage renal disease including transplantation	\$2,500
Other medically related rehabilitation services	\$90 per session up to \$900

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**Chapter 303: Maintenance**

<b>Service</b>	<b>Spending Guideline</b>
Housing deposit	\$750
Rent or Mortgage Payment	\$750
Motel Room	\$100 per night or \$125 for two people
Clothing	\$300
Stipends for unpaid work tryouts	\$50 per week
Meals	Per diem rate for Vermont State employees

**Chapter 304: Occupational Tools, Licenses, Equipment, Stock and Supplies**

<b>Service</b>	<b>Spending Guideline</b>
Tools	\$1,200
Equipment	\$2,500

**Chapter 305: Personal Services**

<b>Service</b>	<b>Spending Guideline</b>
Attendant Care	Prevailing rates as set by the Vermont Department of Disabilities, Aging and Independent Living (DAIL)
ASL Interpreters	Prevailing rate as set by DVR AA-16 blanket contract for certified interpreters
Foreign Language Interpreters	Prevailing rate as set by the Vermont Agency of Human Services blanket contract for foreign language interpretation. Go to <a href="http://intra.ahs.state.vt.us/centralsupport/lep/">http://intra.ahs.state.vt.us/centralsupport/lep/</a>
Note Taking	Prevailing state minimum wage
Tutor Services	\$12 to \$15 per hour
Employment Training Specialist	Prevailing rate as set by DVR AA-16 blanket contract for Employment Training Specialists
Driver	Minimum wage plus meals and mileage at the prevailing rate for Vermont state employees.

**Chapter 306: Rehabilitation Technology Services**

<b>Service</b>	<b>Spending Guideline</b>
Rehabilitation engineering	\$1,500 <a href="#">for assessment, design etc.</a>
Telecommunications Device	\$500
Signaling Devices	\$1,000
Environmental Controls	\$10,000
Home modifications	<a href="#">\$2,500</a> Competitive bid process required

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Service	Spending Guideline
Other technical devices	\$800

**Chapter 308: Self-Employment**

Service	Spending Guideline
Self-employment plan leading towards self-sufficiency	\$2,500
Self-employment plan not leading towards self-sufficiency	\$1,500

**Chapter 309: Services to Family Members**

Service	Spending Guideline
Childcare	The prevailing market rates as determined by the Department for Children and Families

**Chapter 311: Training and Post-Secondary Education**

Service	Spending Guideline
<del>Full time Education</del>	<del>\$600 per semester</del>
<del>Part time Post Secondary Education</del>	<del>\$300 per semester</del>
<del>Post-Secondary Training Program Leading to a Credential</del>	<del>\$5,000</del>
<del>Post-Secondary Training Program Not Leading to an Industry Recognized Credential</del>	<del>\$1,500 per case</del>
<del>Ancillary Financial Support On the Job Training</del>	<del>\$2,000 per training \$3,000</del>
<del>Pre-Apprenticeship Programs for Youth Registered Apprenticeship Programs</del>	<del>\$2,000 per event \$5,000</del>
<del>Full time Post-Secondary Education</del>	<del>\$1,000. per semester for unmet need.</del>
<del>Part time Post-Secondary Education</del>	<del>\$500 per semester for unmet need</del>
<del>Non degree Post-Secondary Classes</del>	<del>Up to two classes up to the maximum cost of a comparable class at the University of Vermont</del>
<del>Computer hardware and software as an accommodation for a disability</del>	<del>\$2,000</del>
<del>Supported Education Programs Post High School</del>	<del>\$1,000 per semester for unmet need</del>
<del>Non degree Post Secondary Classes</del>	<del>Up to two classes up to the maximum cost of a comparable class at the University of Vermont</del>
<del>Computer hardware and software as an</del>	<del>\$2,000</del>

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<b>Service</b>	<b>Spending Guideline</b>
<del>accommodation for a disability</del>	
<del>On the Job Training Funds</del>	<del>\$3,000</del>

**Chapter 312: Transportation**

<b>Service</b>	<b>Spending Guideline</b>
Vehicle (car) Purchase	\$3,000 for individuals who are job ready. \$2,000 for individuals who are not job ready.
Van Purchase	\$3,000
Vehicle modification (van or car)	\$1,500 for individuals who are job ready. \$1,000 for individuals who are not job ready.
Van purchase if DVR is also supporting the van modifications	\$15,000 for first van \$12,000 for subsequent vans purchased for the same individual. 100% of required modifications identified by a certified Driver Rehabilitation Specialist
Vehicle repairs	\$1,000

**Chapter 313: Audiology Services and Hearing Aids**

<b>Service</b>	<b>Spending Guideline</b>
All costs associated with the purchase of <del>one</del> hearing aids for a VR customer.	\$750 for one hearing aid \$1,000 for two hearing aids