

Hart-Supported Living Application Important Information Sheet

Completed applications are due **April 1st** to your Regional Coordinator

It is highly recommended you submit your application to your Regional Coordinator by **March 1st**.

If your application is received early, the Regional Coordinator will have time to review and suggest changes to strengthen your application and ensure the application is complete.

Incomplete applications will not be scored.

If you submit your application to your Regional Coordinator on April 1st, it is unlikely your Regional Coordinator will be able to review it for completeness.

REMEMBER TO INCLUDE:

- A completed income eligibility form and proof of income.
 - Proof of deductions and expenses.
- For One-Time Requests:
 - Letter, on official **LETTERHEAD**, **not a prescription pad**, from a doctor or therapist explaining the need for the service and how it is related to the disability.
 - A detailed estimate, including any tax, shipping, delivery, labor, and installation.
 - The contractor completing the modifications must carry liability insurance.