

# CONSUMER SUPPORT GRANT

*Lifeworks*

A nonprofit serving people with disabilities

## It's amazing what you can do with a little help.

As an approved Financial Management Service provider for the state of Minnesota, Lifeworks is skilled at navigating complex situations and processing services for the Consumer Support Grant (CSG) program.

We hold ourselves to the highest standards. With responsive customer service and user-friendly systems in place, you can maximize your budget and choose your support. Lifeworks is here for you – every step of the way.



Real-time reporting and monthly budget summaries



Walk-through trainings and digital tools



Assistance with staff onboarding



Seamless intake process to hire support quickly



Thorough yearly reviews of your plan

Lifeworks is invested in providing culturally appropriate services. We translate materials into a variety of languages and hire native speakers.

### What is the Consumer Support Grant program?

The Consumer Support Grant program is authorized funding that covers staffing, goods, and services for people who want to manage their own support. Participants decide how to spend their budgets and can employ people they know such as family and friends as their support staff. The participant is responsible for finding, hiring, training, and scheduling their own staff and securing any additional supports such as assistive technology and home modifications.

### Am I eligible to receive this service?

The Consumer Support Grant program requires that a person is authorized for Medical Assistance and lives in a typical home as well as needs ongoing support for daily activities.

### Do you have questions?

Let us help. Our knowledgeable staff are here for you.

All you need to do is give us a call: **651-454-2732** or visit us online:

[lifeworks.org/fiscal-support](https://lifeworks.org/fiscal-support)

Lifeworks is a 501(c)(3) nonprofit and an Equal Opportunity Employer. This information can be provided in an alternate format upon request.

[lifeworks.org](https://lifeworks.org) | 2965 Lone Oak Drive, Suite 160, Eagan, MN 55121



# HOW IT WORKS:

## Consumer Support Grant (CSG)

We know that the process for self-directing your support can be confusing – that’s why we put this overview together. Should you have any questions, please do not hesitate to contact us. We are here for you.

**651-454-2732 | [lifeworks.org/fiscal-support](https://lifeworks.org/fiscal-support)**



### ● Complete a MnChoices assessment.

The process begins with an in-person visit from an assessor who learns about your needs, goals, and preferences; this information determines your eligibility and authorized amount of support. To request a MnChoices assessment, contact your county or Disability Hub MN: 1-866-333-2466.



### ● Develop a CSG service plan.

The CSG service plan defines what supports, services, and goods you would like to use and includes expected outcomes. The social services department for the participant’s county provides guidance for creating the plan.



### ● Choose a Financial Management Service provider.

Financial Management Service (FMS) providers are state-approved entities that are experts in accounting and finance as well employment-related regulations and practices. CSG participants are not allowed to bill the state directly so they must select a FMS, such as Lifeworks, to use their authorized budget and self-direct their support and services.



### ● Get the plan reviewed and approved.

The plan must be reviewed and approved by your county and a case manager or a care coordinator at a managed care organization at least 30 days before you want the plan to start. Once approved, the plan will be sent to your chosen FMS provider.



### ● Meet with your FMS provider.

Now that you are authorized for services and your plan has been approved, it’s time to meet with your FMS provider. They will share information about roles and responsibilities as well as the employment process and requirements for onboarding staff.



### ● Find your support professional.

You may already have someone in mind to provide assistance; if not, you can search for support professionals by visiting the website: [directsupportconnect.com](https://directsupportconnect.com).



### ● Your support professional completes requirements.

Before a person can begin working with you, they must fill out employment paperwork, including being fingerprinted and passing a background check.



### ● You manage the work.

As soon as the requirements are completed, contact your support professional. You will be in charge of their training, managing, and scheduling. Lifeworks processes employee payroll for hours worked.



### ● You’re set.

Lifeworks will continue to be a resource for you to make sure everything is on track.