

Age Friendly Melville Assistance Fund Guidelines

What is the Age Friendly Melville Assistance Fund?

The Age Friendly Melville Assistance Fund supports eligible City of Melville older residents to help them maintain their independence in their own home.

The Age Friendly Melville Assistance Fund offers funding to support a choice of short term or one-off support services to older people living independently in the community or in residential care within the City of Melville.

To be eligible for up to \$200 per financial year, applicants must live in the City of Melville, be over the age of 60, or 50 for Aboriginal and Torres Strait Islander people, and hold a valid concession card such as a Pensioner Concession Card, Health Care Concession Card, or Department of Veterans' Affairs Pension Concession Card.

Eligibility

The following eligibility criteria apply:

- a) One approved application, up to a maximum of \$200 per person per financial year
- b) The applicant must be a City of Melville resident
- c) The applicant must be over the age of 60, or 50 for Aboriginal or Torres Strait Islander people
- d) The applicant must provide proof of low income by attaching a valid concession card such as Pensioner Concession Card, Health Care Concession Card, or Department of Veterans' Affairs Pensions Concession Card
- e) The service must be essential to the wellbeing, rehabilitation, and safety of the recipient
- f) Other avenues of funding must be considered prior to the application

Examples of what the Age Friendly Melville Assistance Fund can be used for

Short term services:

- Domestic assistance
- Personal care
- Social support, including shopping assistance
- Meal preparation
- Transport
- Personal alarms
- Counselling
- Technology subsidy

One-off assistance:

- Occupational therapy, including aids and equipment (a referral from a GP or Allied Health Professional is required)

- Home maintenance, including gardening
- Other items to help address safety concerns
- Access modifications to home, for example rails, ramps and changes to home access

Note: these are examples only and subject to change without notice. Should you require clarification for a product/service not listed, please call the City to discuss.

How to apply

The application process is divided into three main parts: pre-approval, purchasing the item/service, and reimbursement.

Please follow the below steps in full to avoid any delays or disappointment with your application:

1. Request a quote for the product/service you wish to seek funding for. Do not purchase the item/service at this stage or prior to receiving approval for your application from the City. Your application will be declined if pre-approval was not first received.

Ensure that the business you are seeking a quote from is an Australian registered business, has an ABN, and is able to generate an Australian Tax Office compliant tax invoice (for more information, visit <https://www.ato.gov.au/Business/GST/Tax-invoices/>).

The City does not recommend any supplier/service provider.

2. Complete the application form in full to receive pre-approval prior to purchasing the product/service. Visit www.melvillecity.com.au/seniors to download an application form or request a hard copy by calling 1300 635 845.

Please note the following:

- Clearly state the product/service you wish to purchase.
 - Clearly state the name of the company you wish to purchase from. Ensure that the company is an Australian registered business, has an ABN, and is able to generate an Australian Tax Office compliant tax invoice.
 - Clearly describe how the item/service will help you maintain independence in your own home.
 - Attach a valid concession card (Pensioner Concession Card, Health Care Concession Card, or Department of Veterans' Affairs Pension Concession Card) for proof of low income.
 - Attach proof of age (not required if the date of birth is clearly shown on the concession card).
3. Once the City has assessed your application, you will receive an outcome by email or letter. If your application was approved, you can now proceed with purchasing the item/service.

Please note the following:

- Items must be purchased and/or installed and invoiced within the current financial year.
 - Approval is valid for three months from notification of the approval.
 - For any home modification or fixture installation applications where the applicant is not the home owner, the applicant is responsible to obtain permission from the home owner/landlord/property manager.
 - The City accepts no responsibility for the quality of the service/goods provided by the supplier/provider. It is the responsibility of the applicant to ensure that they have checked the supplier/provider has all the required insurances and licenses.
4. Once the purchase has been made a copy of the invoice/receipt is to be forwarded to the City for payment into your nominated account. You will receive your reimbursement within 30 working days.

Please note the following:

- Approval is valid for three months from notification of the approval.
- A tax invoice displaying a zero balance (\$0.00) is required, showing that the item/service has been paid in full.
- The tax invoice must state the item/s purchased. EFTPOS receipts alone will not be accepted.
- A quote does not constitute a tax invoice.

Other funding and support available (subject to eligibility)

ActiveLink

ActiveLink provides vouchers to eligible City of Melville residents of all abilities to contribute to the costs associated with accessing community recreation, hobby and leisure activities within the City of Melville. One voucher per financial year per person for a maximum of \$200 is available.

For more information, visit www.melvillecity.com.au/activelink, call 9364 0666, or email activelink@melville.wa.gov.au

Emergency Relief Service

A walk-in Emergency Relief Service is available on Mondays 9am - 12pm at Willagee Library for valid Centrelink Concession Card Holders residing within the City of Melville. No appointment necessary.

For more information, visit <https://www.melvillecity.com.au/our-community/community-health-and-wellbeing/financial-counselling> or call 9364 0661.

ER Connect is a free-call Emergency Relief and Food Access Service and can be contacted by phone 1800 979 777, or online <https://waconnect.org.au/>.



Financial Counselling

A free financial counselling service is available to all City of Melville residents. Appointments are required and can be made on the following days:

- Mondays 1pm - 4pm
- Tuesdays 9am - 4pm
- Wednesdays 9am - 1pm

For more information, visit <https://www.melvillecity.com.au/our-community/community-health-and-wellbeing/financial-counselling> or call 9364 0661.

National Debt Hotline

Contact the National Debt Hotline on 1800 007 007 or <https://ndh.org.au/>