

Frequently Asked Questions – iBudgets and Allocations

Question	Answer
How is the iBudget allocation determined?	The iBudget allocation is based on several factors about an individual: the age of the person, where the person lives (own home, family home, group home) and type of assistance that the individual needs in the areas of functional daily living activities, behavior supports, and physical or medical supports. During the transition of an individual from the tier waiver to the iBudget waiver, the person’s current cost plan also will be considered in order to determine the individual’s need for services to avoid institutionalization. The person’s waiver support coordinator (WSC) will meet with the individual to discuss the iBudget allocation before it takes effect and to plan what services can be provided by natural supports, community resources, and other nonwaiver resources. The individual will be notified of the iBudget allocation amount in writing before it takes effect.
Do allocations automatically roll from one quarter to the next?	The unused funds in a customer's budget can be moved from one quarter to following quarters, but not from one fiscal year to the next. There is not an automatic roll forward from one quarter to the next. The WSC will need to identify the amount that is unused by verifying the services provided and billed by the providers. Once verified, the funding can be moved to another quarter.
How do I build the iBudget cost plan?	The individual will receive an iBudget allocation that represents the annual amount of funding approved by the area office. The WSC will assist the individual and family to identify nonwaiver resources that can assist with the needs of the individual. This may include natural supports, community resources, other state agency services, etc. Those services that are not available from other resources will be entered into the iBudget system to build service plans that identify the service, provider, and other specifics of the services needed. The iBudget system also contains a supplemental and a reserve category where funds can be saved until needed.
How do we budget for Respite when we do not know the monthly amount to be used? Can it be used any time throughout the year?	The entire yearly allocation does not need to be budgeted. Supplemental or reserve sections of the iBudget application allow the flexibility to use the money when needed or it can be divided equally over the months and adjusted as needed. You can use these funds any time during the fiscal year.

<p>How will iBudget work for Respite or Dental when we cannot estimate future costs?</p>	<p>Individuals will need to make their best projections, just as they do now. Remember that individuals can rebudget their funds during the fiscal year to meet unexpected needs. They can also seek natural and community supports to meet their needs. Also, customers can leave those funds in reserve until they know that they will be needed, and then allocate them.</p>
<p>How will Respite be handled in iBudget Florida with the respite pool that is now in effect?</p>	<p>The respite pool will no longer continue in iBudget Florida. Any funds for Respite will be able to be allocated within the individual's budget according to expected needs.</p>
<p>Please define the quarters for provider service authorizations.</p>	<p>Quarter 1 is July through September. Quarter 2 is October through December. Quarter 3 is January through March. Quarter 4 is April through June.</p>
<p>What does the iBudget electronic system do if someone tries to input an allocation that is higher than the level of approved services in the iBudget Florida handbook?</p>	<p>iBudget Florida is designed to reflect the contents of the final handbook rules and limitations. When budget limits are exceeded, the application will display a prompt to notify the user of the discrepancy.</p>
<p>What happens to unspent budget for services not used in a given month? Can it roll over to another month?</p>	<p>Yes. Funds not used in one month or one quarter may be utilized in subsequent months or quarters through June 30, the end of the state fiscal year.</p>
<p>How can an iBudget allocation be increased and who has to approve that?</p>	<p>Increases in iBudget allocations can only be performed by APD State Office. The iBudget allocation increase can be submitted for review and approval by the area office. Only a situation in which there has been significant change in circumstances will be considered.</p>
<p>Can a customer leave some of their iBudget unassigned or unallocated?</p>	<p>Yes. A customer can leave some money in a budget and not assign it to any particular service. This is particularly helpful for dental services which may be needed later in the fiscal year. There is no need to budget these amounts each month or quarter. You can save the funds and create the service authorization when needed.</p>