

NDIS funded activities

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This guide assists providers to understand activity costs, specifically in instances when a participant may be able to use their NDIS funding to cover the cost of an activity. This practical guide includes an Appendix detailing when providers are able to recover costs related to specific activities from participants using non-NDIS funds. This can be located in our Resource Library at [nds.org.au/STPVic](https://www.nds.org.au/stpvic/resource-library). Disclaimer: National Disability Services Limited (NDS) believes that the information contained in this publication is correct at the time of publishing. However, NDS reserves the right to vary any of this publication without further notice. The information provided in this publication should not be relied on instead of other legal, medical, financial or professional advice.

## **About NDIS funded activities**

The NDIS funds supports in a number of ways (including the cost of activities), to enable participants to engage in the community and increase their social participation. These funds can be claimed from Core or Capacity Building budgets using the following support line items:

* **Community and social activity costs** (Core: 04\_115\_0125\_6\_1) enable a participant to pursue recreational activities and engage in broader community participation (for example: camps, vacation and out-of-school-hours care, course or membership fees).
* **Community participation activity** (Capacity Building: 09\_010\_0125\_6\_3) costs may be used to cover activities that have a capacity building component such as: a limited number of universal recreational activities or a camp or group that builds a participant’s relationship skills and offer a range of activities (for example: tuition fees, art classes, sports coaching, camps and vacation activities).

These support line items do not have a price control. This means that any amount can be billed against these line items.

## **Use of ‘Activity Cost’ support** line **items**

NDS recognises there some grey areas regarding the use of NDIS funds to cover the cost of an activity. Providers must use careful judgement when claiming NDIS funds to cover the cost of an activity and keep clear records to document the decision-making process.

**Option 1: Use of funds to cover the cost of an activity on 1: Use of funds to cover the costof an activity**

NDIS funds can be used to cover the cost of an activity where the activity is directly related to the participant’s goals and when the participant is:

At risk of social isolation, where it can be demonstrated that a participant cannot afford the expense related to the activity and the consequence of not paying it would result in increased social isolation;

Trying out new recreational pursuits; and Engaging in broader community participation (for example, mainstream).

In some circumstances, a participant may receive additional funding in their plan for specific activity costs. If a participant does not have specific NDIS funds to pay for activity costs, they may need to negotiate other funded NDIS supports in their plan. Providers will need to work closely with the participant and/or Support Coordinator or Local Area Coordinator (LAC) to ensure that the participant and/or their guardian understands the implications of using their Core or Capacity Building funding to pay for activity costs.

**Example**

A participant has identified that they would like to be a surf lifesaver. To do so, they must pay a membership fee and purchase specific clothing. If they are unable to pay for the associated fees, they cannot be a lifesaver and may end up staying at home by themselves. It would be acceptable in this scenario for the participant to use the ‘community and social activity costs’ (04\_115\_0125\_6\_1) support line item to pay for the associated fees and specific clothing.

Option 2: Use of funds to access a program of supports (such as a camp)

Providers may choose to use the activity cost line items to convert a program of supports into one fee (for example, a camp). In this example, the provider may only claim on one occasion for the total cost of the program (for example, 3 days of support) in arrears, as per NDIS Terms of Business. This is because community and social activity costs and community participation activity costs do not have a price control (such as a maximum price) or require a quote.

Providers are expected to use individual support line items stipulated in the Price Guide to form the total cost of each instance of support. Providers will need to decide whether or not the program (for example, a camp) is a capacity building support, or a Core support as this will determine which budget participants use to access the program. Providers should consider the availability of participant funds, as Increased Social and Community Participation (Capacity Building) funds may be more limited then funding allocated to Core supports. When utilising the support line items relating to activity costs, providers are expected to submit a payment request according to the staff to participant ratio (such as when forming the cost of the program providers will use the prices that correlate with 1:1 and group supports).

Example

An organisation delivers a 3 day camp. The camp increases social and community participation, enables participants to explore new recreational pursuits and builds their independent living skills.

Costing: This organisation uses the line items in support categories, ‘Assistance with Daily Life’ and ‘Assistance with Social and Community Participation’ to inform the total cost of the 3 day camp. The total cost of the camp varies between participants to account for differing levels of support needs (such as those requiring additional 1:1 supports). The cost of the camp reflects the total cost of supports for the 3 day camp.

Claiming: The organisation uses the support line item ‘Community Participation Activity (09\_010\_0125\_6\_3’ (Capacity Building) in their payment request to claim for supports delivered after the camp has taken place. The organisation recovers costs related to the delivery of support according to how the participant manages their funding.

Non-NDIS funded costs: The organisation also incurs a cost as a direct result of recreational activities undertaken during the camp (for example, equipment hire, transport and accommodation). The organisation invoices the participant directly for these incurred costs. The participant must use their non-NDIS funds to pay for these costs.

For more information about charging participants for non-NDIS funded activity costs, please refer to the Appendix: Charging non-NDIS Funded Activity Costs. This can be located in our Resource Library at [nds.org.asu/STPVic.](file:///C:\Users\kira.edwards\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\NKDWD95W\at%20nds.org.asu\STPVic)

Providers need to include all costs related to services delivered, including non-NDIS funded costs, in their Service Agreements. For more information regarding Service Agreements, refer to NDS’ Practical Guide: Service Agreements

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