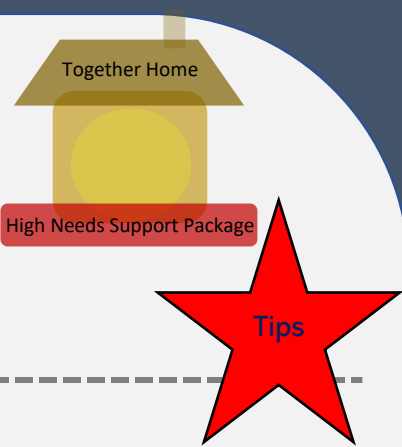


# High Needs Budget Template

The High Needs referral process has been designed to provide the panel with access to information that is relevant to making decisions. It is important that a referral (the referral form and accompanying budget) is thoroughly completed as this will ensure that appropriate decisions are made regarding the allocation of funding.



## Key Principles

A person-centered budget plan involves:

- Having an equal conversation with an individual about what needs to change and agreeing goals
- Transparency about the nature of case management support and the expectations on the individual
- Clarifying the purpose of any additional professional contact

The budget is completed by, or in collaboration with a support provider and:

- Is informed by what is historically known about an individual. This may involve accessing additional information from other services
- Takes account of what support is currently being provided, by whom, and what needs these supports are addressing.
- Is based on an analysis of the risk identified by the VI-SPDAT.
- Contain realistic goals, aligned to the individual's unmet needs.
- Contain realistic timescales for delivery of support e.g an individual with chronic longstanding drug use and history of rough sleeping may require time to build a trusting relationship with a caseworker before new service providers are introduced

## Completing the budget template

**The Current support package section** requires detail of all supports that are currently in place. The aim is to encourage discussion with the individual and other professionals about what the individual's life is currently like e.g. who is supporting them (in addition to the Together Home Program) .This encourages conversation about what is working well, what isn't working so well, and what needs to change for the individual to meet to sustain their housing and realise their vision for their future.

**Additional package requirements** focus on identifying what is needed from a high needs package. This is informed by analysis of the individuals need and current support package and identifying where gaps in support exist. This will support the development of a personalised budget figure i.e. the amount of money that is required to arrange the support needed. This may include direct service provision, accessing therapy or purchasing specialised assessments.

**Long term plan – transition to mainstream service provision requires** services to think about how a high needs package will build upon an individual's strengths support their long-term recovery. Thinking about the type of additional support an individual requires to help them manage any long-term conditions at the earliest opportunity assists to identify the types services and support that will best facilitate a transition to continuing care provided by mainstream services.

## Don't forget....

Assessment and planning is an ongoing process. It is unlikely that a high need package will meet all the needs of an individual as when needs change over time. The high needs referral process has been designed to provide flexibility in ongoing service provision. This means that if at any time the allocated budget is not supporting an individual's needs contact [highneedspackages@homelessness.nsw.org.au](mailto:highneedspackages@homelessness.nsw.org.au) and submit an updated budget. The panel is able to review requests for additional funding, providing this does not exceed the overall maximum amount of available for the individual.