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Government of the District of Columbia
Department on Disability Services

DDS TRANSMITTAL# 24-01

TO: All Developmental Disabilities Administration Residential Providers

FROM: Crystal Thomas, Program Manager, State Office of Policy, Planning and Innovation

DATE: January 16, 2024

RE: Contributions to Costs of Residential Supports Policy and Procedure

The Department on Disability Services (DDS), Developmental Disabilities Administration (DDA) releases the revised Contribution to Costs of DDA Residential Supports Policy, 2024-DDA-POL01, and Procedure, 2024-DDA-PROC01 supplemented by a revised Contribution to Cost Fact Sheet.

Revisions reflect the increase in the personal needs allowance (PNA) for persons receiving residential supports. Effective October 1, 2023, the PNA increased to \$150 per month. Starting January 2025, the PNA will be adjusted annually consistent with the federal cost-of-living adjustment (COLA) paid by the Social Security Administration.

The revised policy and procedure apply to DDA Residential Providers and to people who receive DDA residential supports, including Host Home, Residential Habilitation or Supported Living.

On December 7, 2023, DDS distributed a memorandum regarding the PNA increase that went into effect on October 1, 2023. The memo was a reminder that Providers are required to ensure persons supported are notified of the increased PNA. DDS service coordinators will verify that people receiving supports have been notified by their providers of the increased PNA during their next monitoring visit, monthly contact, or Individual Support Plan (ISP) meeting, whichever comes first. Provider staff are reminded to participate in the review of Individual Financial Plans during ISP meetings. If providers identify any cases where a person's PNA has not increased from \$100.00 to \$150.00, please email Jared Morris at thomas.morris@dc.gov.

For question about the revised Contribution to Costs of DDA Residential Supports Policy and Procedures, please contact Shasta Brown, QAPMA Deputy Director at shasta.brown@dc.gov or (202) 730-1609.