



## **Distributions: Questions & Answers**

### **What is a Distribution?**

A distribution is a payment from a WisPACT Trust account for goods or services provided to the trust Beneficiary.

### **What can distributions pay for?**

Despite the restrictions imposed by public benefit laws, the Trustee can make distributions to buy many goods and services for the Trust's Beneficiary. In some ways it is easier to answer this question by explaining what limits are placed on distributions:

- The trust may only be used for the Beneficiary. This means the trust cannot pay for gifts from the Beneficiary to other persons.
- Generally public benefits law prohibits cash distributions. This means the trust normally cannot reimburse the Beneficiary or others for things that have already been purchased or paid for. Instead, the trust should pay a store or service provider directly for goods or services they provide to the Beneficiary.
- Some public benefits programs limit or prohibit distributions for food, shelter, or housing. Others may penalize recurring distributions for other purposes.

If public benefit rules are not followed, the Beneficiary's public benefits may be reduced or lost completely; placement on waiting lists may be lost; and, in some cases, the government may start collection efforts to obtain repayment for incorrectly paid benefits. Lastly, public benefits law requires the Trustee to have final discretion to make distribution payments.

We can minimize problems if you work with us to make advance arrangements and, depending on the public benefits the Beneficiary receives, we can often find ways to accomplish what you want. Vehicle and housing purchases and other larger size requests should be pre-authorized and often require additional processing time.

### **How do I request a distribution?**

Normally, the appointed trust "Advisor" or "Beneficiary" will fill out the uniform Request For Distribution (RFD) Form (which may be reproduced from our website, [www.wispact.org](http://www.wispact.org) – Advisor's Information) and attach appropriate statement(s), bill(s) or other explanatory information about the items or services to be purchased. We suggest "bunching" multiple bills on one RFD Form to reduce the number of requests. The RFD Form should be mailed or faxed to the WisPACT office at the address or fax number on the RFD form. We attempt to notify the "Advisor", "Beneficiary" or person making the request if anything prevents the payment from being made on the scheduled payment date. If an RFD were denied, the Advisor and/or Beneficiary would be contacted and possible remedies or alternatives can be sought through WisPACT and the Trustee. Otherwise if you do not hear from us, you should assume payment will be made as requested.

### **When are distributions paid?**

The Trustee writes and mails distribution checks every Tuesday. WisPACT must receive an RFD at least one week before the payment date. So if WisPACT receives an RFD on Tuesday, it will be paid one week later on the next Tuesday. But if WisPACT receives an RFD on Wednesday, it will be paid almost two weeks later.

### **Do I have to submit a request every month for recurring bills?**

We can make direct billing arrangements for certain recurring monthly bills like cable TV or Internet. Discuss this with us before making an arrangement independently with a vendor or service provider.