

OSNT Quarterly

Achieve with us.

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DIRECTOR'S FAREWELL MESSAGE

Dear Friends,

It saddens me to tell you that I am leaving my position at The Arc Oregon. As you read this issue of the OSNT Quarterly, I have already begun my new adventure as the Executive Director of the Oregon Technical Assistance Corporation (OTAC).

While the search for a new trust director is underway, you may, of course, continue to contact Cici for any assistance that you may need. She is always available to help!

I have truly enjoyed my years as the OSNT Program Director and will miss working with all of you! I have learned so much during my time at The Arc Oregon and I know that I would not be equipped to take on this new challenge if it were not for the wonderful experiences that I have had here.

Thank you all for your patience and support as we worked through some difficult transitions to bring the OSNT program to where it is today. It has been a wonderfully rewarding journey!

Most sincerely,

Paula



IMPORTANT NOTICE:

NEW MASTER TRUST AGREEMENT

Pursuant to sections 4.3 and 4.4 of the Master Trust Agreement dated July 20, 1999, The Arc Oregon has appointed Key Bank National Association as the new Trustee of the Oregon Special Needs Trust.

The Master Trust Agreement has been amended and dated November 25, 2015. The Joinder Agreement has been amended to reflect the new Trustee and Master Trust Agreement. **All changes to the Joinder Agreement apply to all current pooled trust participants and all previously executed Joinder Agreements are immediately deemed to be amended accordingly.** The new documents may be viewed and downloaded from the Forms and Documents page of our website at www.TheArcOregon.org.

As part of our annual account review process, during the month in which you enrolled in the OSNT program, you will receive an Updated Joinder Agreement that reflects the changes as noted above. Please review, sign and return this document to The Arc Oregon office in the envelope provided at your very earliest convenience. Please also take that opportunity to review the personal information that is included on the Joinder Agreement and make any changes as necessary to keep our records current.

New fee reductions, effective January 1, 2016, were posted in the October Newsletter. To view the full fee schedule online, visit the Account Fees page on The Arc Oregon website at www.TheArcOregon.org.

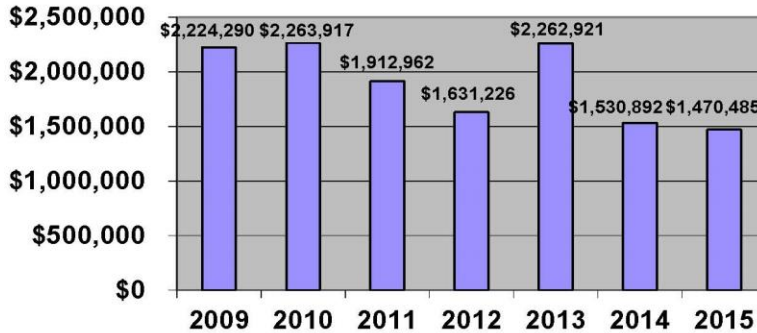
Please do not hesitate to contact our office if you have any questions or if you would like to request a hard copy of the new Master Trust Agreement or Fee Schedule.

OREGON SPECIAL NEEDS TRUST

Performance Results for the Period Ending December 31, 2015

The Oregon Special Needs Trust seeks to achieve a rate of current income necessary to meet the needs of the Trust beneficiaries.

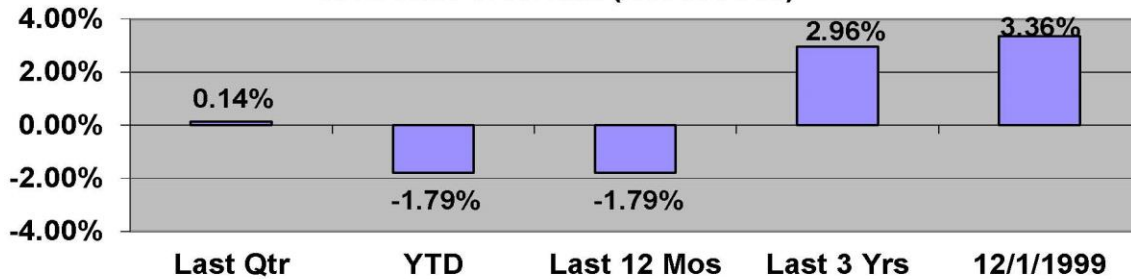
Total Contributions



Portfolio Composition



Total Rate of Return (Net of Fees)



Disclaimer: Returns shown represent the results of the Oregon Special Needs Trust managed by HighMark Capital Management, a subsidiary of MUFG Union Bank, NA. Historic performance is no guarantee of future results. Proceeds upon redemption may be either less than or greater than the original investment. There is no guarantee that this or any investment strategy will achieve its investment objective. Investments are not guaranteed by MUFG Union Bank, NA and are not insured by the FDIC or any other government agency.

Q What happens if I don't send back the Updated Joinder Agreement?

A Signing and returning the annual Updated Joinder Agreement is required. It is imperative that we always have up to date information about the account. It is easy for people to forget to let us know when someone has moved or when a change in service providers has occurred. This annual review is a way for you to keep us informed about changes in the beneficiary's life that may affect access to the trust account. This review is especially important this year so that you can review and acknowledge the new Master Trust Agreement and change of trustee.

Failure to sign and return the Updated Joinder Agreement may result in a suspension of the account. We may suspend access to the trust account, including all deposits and disbursements, until the document is received. Please help us keep your account in good standing by completing and returning the requested paperwork. If you need help understanding and/or completing the form, please contact our office right away and we will be happy to assist you!

Q & A

NEW JOINDERS



Along with our new Master Trust Agreement, we have developed all new Joinder Agreements for new enrollments into the OSNT program. For anyone planning on enrolling in the pooled trust, the new Joinder form **MUST** be used.

The form can be downloaded and electronically completed by visiting the Forms and Documents page of our website at www.TheArcOregon.org, or you may contact our office to request a form via mail or email.

Please also note that for all new Joinders the grantor's signature must be notarized.

OVER 65?

If you are over 65 years old with an established OSNT account, please contact our office to discuss the option of depositing additional funds into your account.

The federal statute governing pooled trusts does not put an age limit on deposits. However, the State of Oregon **MAY** impose a penalty if funds are deposited after age 65.

We can help you evaluate your personal situation to determine if a penalty might apply.

Contact us at your convenience to talk more about your ongoing deposit needs.



HOUSING ASSISTANCE NEWS



Do you receive housing assistance through HUD or Section 8 programs? If the answer is yes, please read this important information!

When it comes time to renew eligibility for housing assistance, disbursements from a special needs trust account may count as income.

The Housing Authority may include **RECURRING PAYMENTS** when calculating annual income. That means that regular monthly payments made from the trust for things such as cable or phone services may be counted as income.

If you have concerns about how recurring payments might affect your eligibility for housing assistance, please call us to review your current needs and we will help you determine if changes need to be made to how you are receiving disbursements from your trust account.

TIME FOR AN UPDATE!



By now you should have received your notice of 2016 benefit amounts from Social Security. Please remember to send us a copy so that we can update our records. You may send it in whatever way works best for you:

@ Email cgaynor@thearcoregon.org

☎ Fax 503.363.7168

🖱 Online www.thearcoregon.org (go to Forms & Documents and select **Benefit Information Update** form)

✉ Mail to
The Arc Oregon / OSNT
2405 Front St. NE #120, Salem OR 97301

COMING FOR A VISIT?

WAIT! We would love to see you, but it is important for you to call our office first! Our office often closes for staff meetings, events or other special circumstances. So, before you stop by, please remember to call us and make sure that someone will be available to talk with you when you arrive.

Our normal office hours are Monday through Friday, 8:30 to 4:30. Special appointments may also be available outside of normal hours. Again, please call our office and we will see what we can do!



SHOPPING TIPS



As many of you know, there are sometimes challenges to getting stores to accept trust checks as payment for your purchases. We want to do everything we can to help make your shopping experience easier and less stressful!

With the change to Key Bank as our new Trustee, you will see some new things on disbursements checks. The name and contact information for our Key Bank representative, Sandy, will be clearly printed on all checks! Any vendor having any questions or concerns about the check can contact the bank. Sandy recommends that if a problem arises, you go to the customer service counter and have the store representative contact her directly.

We hope that this new feature will help make check cashing problems a thing of the past!



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Disbursements
For email submission of requests
disbursements@thearcoregon.org

Do you have a story to share? If you would like to be featured in our next newsletter with a story about how the OSNT has enhanced the life of a trust beneficiary, please submit your story to cgaynor@thearcoregon.org along with a picture!

DISBURSEMENT REQUEST EMAIL BOX



disbursements@thearcoregon.org

Did you know that there is a special email address for disbursement requests? In order to streamline our process and to make sure that disbursements can be processed in a timely manner even when a staff member is out of the office, we have set up this special email box (disbursements@thearcoregon.org) for all disbursement requests. By using this email address to submit your requests, multiple staff members are able to assist you if you call to confirm that the request has been received.

CURRENT ADDRESS?

- Are you receiving OSNT mail for a beneficiary who no longer resides at your address?
- Are you still receiving OSNT mail for an individual who is deceased?
- Have you moved and forgotten to give us your updated contact information?

PLEASE contact our office right away to let us know! Not everyone remembers to keep us informed about changes, so we appreciate your help in keeping our records current.

Stay informed

Stay informed about all of the great things happening at the OSNT and at The Arc Oregon by signing up for our e-newsletter. Go to our website at www.thearcoregon.org and click the *Stay In Touch* box to register.



www.TheArcOregon.org

Do you have a question or topic that you think should be featured in the next newsletter? Please send your question to mingledue@thearcoregon.org.