



COVID 19 Relief Fund

The below instructions will guide you to apply for funding through the COVID 19 Relief Fund. These funds are meant to support families with needs specifically related to the COVID 19 Pandemic and should not replace other available funding.

Guidelines

Eligibility: Any Gateways Community Services eligible individual who resides in the home with a family member is eligible for these funds. This includes Early Supports and Services and individuals using Participant Directed Models of support (In Home Supports and Adult Custom Services). Individuals who live on their own with primary support from family, with no other paid supports, are also eligible.

Funding: Each eligible participant may be approved for **up to \$200** in relief funds. Funding is first come first serve and may be changed due to funding or changes in needs.

Source: These funds are being made available at the direction of the Family Support Advisory Council. The Council is a volunteer council of participants and/or family members of participants served by Gateways Community Services. They meet on the third Monday of each month from 6-8. The role of the council is to identify, provide, and advocate for the needs of the participants and families served by Gateways Community Services. New members are always welcome.

Categories of Funding: Please see the categories of funding. This is not meant to be an exhaustive list.

1. **Services** – Funds can be requested to help support services directly to the individual such as respite, tutoring, haircuts, etc.
2. **Recreation** – These funds are designed to support activities to keep participants occupied while remaining safely at home. Examples include: Basketball hoops, art supplies, electronic devices for entertainment, parking pass to State Parks, etc.
3. **Goods** – These funds are meant to purchase items for the participant. Examples could include: clothing, printers, ink, paper, hiking boots, back to school supplies, etc.
4. **Financial** – These funds are meant to support financial difficulties related to COVID 19. Examples could include: assistance with a bill (utilities, rent, mortgage), gift cards for groceries, gift cards for gas. Gift card requests must be to a specific place for a specific need.
5. **Other** – If submitting for something that does not fit in any category please be specific in your justification on the application form. All requests for the “Other” Category will be submitted to a sub- committee of the Family Support Advisory Council for approval. All identifying information will be removed prior to submitting to Council.

Criteria: The FS Advisory Council has identified the following criteria for funding requests:

1. Any funding request must not be a service covered by any other funding source (school districts, insurance, long term funding)
2. All requests must state how COVID 19 impacted or created the need.
3. When funding a payment, Gateways must be provided proof the payment was already made to provide reimbursement or receive an invoice to pay directly.
4. If supporting a bill, proof will be required that the funding will sufficiently pay the minimum payment of prevent a shut off.
5. The annual allocation for respite and discretionary fund requests must be reached before applying for additional COVID 19 Relief Funds for respite or discretionary needs.
6. The Family Support Advisory Council supports the CDC recommendations for social and community gatherings. Admission to amusement parks, movie theaters, and other community recreation activities that promote groups of gathering will not be funded.
7. All requests will be submitted on the COVID Relief Fund Application and submitted and signed by the individual or legal representative to **Mindy Huckins** at mhuckins@gatewayscs.org or by fax at 880-5460.