

The Family Advocates Alliance



Grant Application Review and Award Procedure

The Fred Gaspari Fund for MetroWest Families provides financial support through grants to families with a family member with an intellectual or developmental disability. The family member must be living with the family or independently in their own home within the community. Grants are given for any need necessary to the care of the family member.

The Fred Gaspari Fund for MetroWest Families was formed through a collaboration of Advocates Inc. and

the former South Middlesex Association for Retarded Citizens (SMARC). Alfredo (Fred) Pasquale Gaspari was a core member of the SMARC organization for over 20 years before lung cancer claimed his life in 1996. As a tribute to the difference he made in the lives of so many area families during his work as a client rights advocate, the *The Fred Gaspari Fund for MetroWest Families* was created. Families previously involved with SMARC and Advocates Inc. formed the Family Advocates Alliance which maintains control over the funding, reviews applications, approves awards and ensures the funds are used to meet the needs of families in the local community.

Eligibility

Individuals with intellectual or developmental disabilities who live at home with their families or independently in their own homes and their families are eligible to apply. Applicants must reside in the MetroWest area.

Grant Size and Activities Funded

Families can apply for up to \$500 for any family need necessary to the care of their family member. Family needs are broadly defined. Examples are:

- The family member is in the hospital often and the parents need childcare for their other children in order to be at the hospital with their family member.
- The child with a disability is becoming more physically active and the family would like to fence in their yard to keep the child safe.
- The family member is in a wheel chair and needs a ramp to enter the home.
- The family needs assistance to take the family member to a community event.
- Equipment that is an integral part of caring for the family member

The number of grants approved annually will depend on available funding. It is anticipated that 5 to 10 grants will be made each year.

Application Process

Applications will be accepted until June 15, 2009. All applications will be reviewed in June with award notification by July 15, 2009. Funding will be available soon after notification.

The Family Advocates Alliance

Applications are required to be completed on the attached form and submitted to:

Family Advocates Alliance
C/O Lisa Chabot
Development Team
One Clarks Hill, Suite 305
Framingham, MA 01702

Phone: 508.628.6440
FAX: 508.628.6909

Email: lchabot@advocatesinc.org

Application Review Process

Upon submission, applications will be reviewed to ensure the application is complete and meets the funding criteria. Completed applications will be forwarded to the Family Advocates Alliance group. The group will review applications annually in June with award notifications made by July 15th and funding available soon thereafter.

At the sole discretion of the family review committee, provisions may be made for requests that need an expedited response.

Funding Notification

Advocates will notify all applicants in writing as to whether or not their application has been funded.

Funded applicants will receive notification of funding and the amount funded no later than July 15th. Awarding of funds may occur in a ceremony or formal setting at the discretion of the Family Advocates Alliance group. Advocates will be responsible for award announcement. All communications about *The Fred Gaspari Fund for MetroWest Families* and awards should be directed to Advocates' Development Team.

Award requirements

Funds must be used as described in the application. An award agreement letter must be signed and returned to Advocates before any funds will be dispersed. Families must record and submit to Advocates how the awarded money is spent and must be able to provide documentation upon request.

Funding Reporting and Expense Tracking

Advocates will maintain copies of all related paperwork, arrange for funds to be dispersed and provide the Family Advocates Alliance group with an annual report outlining available funds and a list of awards made each year.

The Family Advocates Alliance



Grant Application

Date: _____

Applicant : _____

Address: _____

Town: _____

State: _____ Zip: _____

Phone: _____

Email address: _____

Beneficiary of grant request (if not applicant): _____

Relationship to applicant (if applicable): _____

Amount requested: _____ Date funding is needed by (*if applicable*): _____

On no more than 2 pages please describe the need for which your family is seeking support. Your description should provide the following information:

- **Need:** Identify the need the requested funding is intended to meet.
- **Proposed Use:** The solution you have identified to meet the need.
- **Request Budget:** The total cost of your proposal and how you will use the requested funds.
- Any other information that will assist the group in the decision making process.

Applicant signature: _____ Date: _____

Please submit requests to:

Family Advocates Alliance
C/O Mike Pomeroy
Development Team
One Clarks Hill, Suite 305
Framingham, MA 01702

Phone: 508.628.6442

FAX: 508.628.6909

Email: mpomero@advocatesinc.org