

GUIDELINES FOR FUNDING

The Deepwood Foundation provides grants and gifts to programs and activities supporting persons with developmental disabilities; aids such persons directly, where appropriate; and promotes community awareness of the needs and abilities of individuals with disabilities.

Individuals or programs can be funded up to 2 times in a fiscal year, not to exceed \$2500.00. Priority will be given to health and safety issues and those individuals who have not received assistance in the last fiscal year.

Once approved by the Community Assistance Committee a letter will be sent to the individual, so that he or she can share it with the vendor. The vendor should bill the Foundation directly. The following guidelines have been established to improve the tracking of Grant requests and verification of the funding supplied to the various programs and individuals receiving Foundation funds.

GRANT APPLICATIONS

1. Those wishing to apply for assistance from the Deepwood Foundation and The Deepwood Run may download an application from our website at deepwoodfoundation.org or call the Foundation's office to request an application.
2. **Grant Applications will not be considered if they are incomplete. A current year application** must be completed in their entirety and returned to the Deepwood Foundation – incomplete applications will be returned. Support documentation is essential and must be included, i.e. financials, diagnosis, vendor quotes.
3. If an individual is living with his/her family then the full family/household income must be considered. At 23 years of age, only the individual income is required.
4. A sliding fee scale equivalent to 200% of the Federal Poverty level for the year is applied to all requests.
5. We are unable to fund items that are already purchased or services already completed.
6. Community Assistance Reviews are held quarterly over a 12-month period during the months of **February, May, August, and October**. **Those applications received by the 1st of the review month (i.e. May 1st) will be reviewed that month.** Those received after the 1st of the month will be reviewed at the next quarterly meeting.
7. Please mail applications and supporting documentation to:
Deepwood Foundation
8090 Broadmoor Road, Mentor, Ohio 44060
8. After reviewing the grant requests, the committee will send a notice of approval or denial. **Funding approval is valid for a period not to exceed 90 days from their date of issue. The decision of the review committee is final.**
9. Must be a Lake County resident.

We are here to help. If you have any questions or need assistance in completing the application, please call the Deepwood Foundation office at 440-350-5208 or email us at deepwood.foundation@lakebdd.org