

## 2019 PROCEDURE

### Review and Award Procedure

*The Fred Gaspari Fund for Families* provides financial support through grants to family caregivers 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 Families* was formed through a collaboration of Advocates 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 Fred Gaspari Fund for Families* was created. Families previously involved with SMARC and Advocates formed the Advocates Family Alliance which maintains control over the funding, reviews applications, approves awards and ensures the funds are used to meet the needs of family caregivers in the local community.

### Eligibility

1. Individuals with intellectual or developmental disabilities or autism who live at home with their families or independently in their own homes and their family caregivers are eligible to apply.
2. **Applicants must reside in the one of the following towns:**

<i>Acton</i>	<i>Ashland</i>	<i>Bellingham</i>	<i>Concord</i>	<i>Dover</i>
<i>Framingham</i>	<i>Franklin</i>	<i>Holliston</i>	<i>Hopedale</i>	<i>Hopkinton</i>
<i>Hudson</i>	<i>Lexington</i>	<i>Lincoln</i>	<i>Marlborough</i>	<i>Maynard</i>
<i>Medfield</i>	<i>Medway</i>	<i>Mendon</i>	<i>Milford</i>	<i>Millis</i>
<i>Natick</i>	<i>Needham</i>	<i>Newton</i>	<i>Northborough</i>	<i>Sherborn</i>
<i>Southborough</i>	<i>Stow</i>	<i>Sudbury</i>	<i>Upton</i>	<i>Waltham</i>
<i>Wayland</i>	<i>Wellesley</i>	<i>Westborough</i>	<i>Weston</i>	
3. Individuals and families who have received funding in previous cycles are eligible to apply but priority will be given to new applicants.
4. Applications should be submitted online at [www.advocates.org/gaspari](http://www.advocates.org/gaspari). If you do not have access to the Internet, please contact Travis Flanders-Caraballo at (774) 405-4548 or [TFlanderscaraballo@Advocates.org](mailto:TFlanderscaraballo@Advocates.org) to request a paper copy of the application.

### Grant Size and Activities Funded

Family caregivers can apply for up to \$500 for any family need necessary to the care of their family member. Family needs are broadly defined. Past awards were given to:

- Help pay for advocates to attend meetings at the high school with family member.
- Buy an Intellikeys keyboard for family member
- Buy a bicycle to tricycle conversion kit
- Convert a bedroom using sensory friendly materials
- Fence in backyard for safety of family member

### ***Grant Size and Activities Funded (continued)***

- Purchase shoes and leg braces for family member
- Hire someone to take family member with active seizure disorder out into the community for social activities.
- Pay fees for family members to attend annual Williams Syndrome Conference

The number of grants approved annually will depend on available funding. It is anticipated that 10-15 grants will be made each year.

### **Application Process**

Applications will be accepted until 5:00 PM on Wednesday, October 30, 2019. All applications will be reviewed and notifications sent out by November 29, 2019. The next funding cycle will take place in the fall of 2020.

### **Fall 2019 Funding Cycle**

<i>Applications Open</i>	<i>Applications Deadline</i>	<i>Awards Announced by</i>
Wednesday, October 2, 2019	Wednesday, October 30, 2019 by 5:00 PM	Friday, November 29, 2019

### **Application Review Process**

Upon submission, applications will be reviewed to ensure the application is complete and meets the funding criteria. Eligible applications will be forwarded to the Advocates Family Alliance group. The group will review applications with award notifications made by Friday, November 29, 2019. 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 Friday, November 29, 2019. Advocates will be responsible for award announcements. All communications about The Fred Gaspari Fund for Families and awards should be directed to Travis Flanders-Caraballo, [TFlanderscaraballo@Advocates.org](mailto:TFlanderscaraballo@Advocates.org).

### **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. On request, families must be able to submit documentation to Advocates how the awarded money is spent.

### **Funding Reporting and Expense Tracking**

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