

MAPS CHARITIES – GUIDELINES FOR ASSISTANCE



For requests from Professional Senior Advocates (PSA) to receive our attention and be approved in a timely manner, please review the following guidelines before you complete the Application.

CLIENT QUALIFICATIONS & TIMELINE

- Client must be at least 60 years of age and reside in LA County.
- MAPS Charities does not work directly with the senior, only through a Professional Senior Advocate (PSA).
- Emergency requests outside of the stated Board meetings dates will not be processed.
- Completed Requests must be submitted seven (7) days prior to the monthly Board Meeting. Dates of the Board meetings are listed at MAPSCharities.org.

PROCEDURE TO ASSURE AN APPLICATION WILL BE REVIEWED

- The maximum lifetime grant is \$500 per individual.
- As of June 2019, Food Cards will no longer be granted.
- A product or service over \$100 requires two estimates. The exception to multiple estimates is rent, medical, dental, vision and utility bills.
- An invoice or estimate from the intended provider must be submitted for all requests.
- For multiple estimates, they need to be for the exact or very similar item and from two different vendors.
- If there are several quoted items on a page, clarify which specific item(s) and the total amount for each item. We do not do the calculations. Do not round the amount requested.
- Whenever possible MAPS Charities will order the item requested and have it sent directly to the client. Therefore, the items requested must not exceed \$500 with taxes and shipping included.
- If requesting a check, ascertain that the company will accept a MAPS Charities check.
- Credit card bills and personal loans will not be considered.
- Home Care Agencies and Day Care Programs must be licensed. Please submit a copy of license. Requests for assistance must be prior to the service being performed. Reimbursement takes place after the service has been provided. Quotes must be included with the request.
- PSA must submit Client Permission Signature Page with request.

PROCEDURE AFTER AWARD IS GRANTED

The PSA will be notified shortly after the MAPS Charities Board meets if Grant is approved or denied.

If item is to be ordered by MAPS Charities and directly delivered to client, the PSA must inform the client. The client needs to be aware that they will be receiving a delivery. The PSA needs to contact MAPS Charities by email when the item(s) arrives.

Checks are not written directly to the client. Checks will be mailed directly to the PSA.

The PSA is responsible for getting it to the client or the provider.

MAPS CHARITIES

14320 Ventura Blvd., #331, Sherman Oaks, California 91423 (818) 208-0323 info@MAPSCharities.org

A nonprofit, charitable, tax exempt organization dedicated to assisting disadvantaged seniors. 501(c)(3) #27-0749461

MAPSCharities.org