



## MAPS CHARITIES – GUIDELINES FOR ASSISTANCE

Updated SEPTEMBER 2021

### CLIENT QUALIFICATIONS & TIMELINE

- Client must be at least 60 years of age and reside in Los Angeles County.
- MAPS Charities does not work directly with the senior, only through a Professional Senior Advocate (PSA).
- Applications are available at [MAPSCharities.org](http://MAPSCharities.org). / Request For Assistance.
- Completed Requests must be submitted seven (7) days prior to the monthly Board Meeting. Dates of the Board meetings are listed at [MAPSCharities.org](http://MAPSCharities.org).

### PROCEDURE TO ASSURE AN APPLICATION WILL BE REVIEWED

- The typical maximum grant is \$750 lifetime per person.
- Grocery cards can be requested for \$150.
- A product or service over \$200 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.
- Multiple estimates 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. Do not round the amount requested.
- Whenever possible, MAPS Charities will order the item requested and have it sent directly to the client.
- 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.
- Signatures have been replaced with a PSA Certification.
- Emergency requests will not be processed.

### PROCEDURE AFTER AWARD IS GRANTED

The PSA will be notified that the Request is approved or denied after the MAPS Charities Board meets.

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. If a requested purchase is incorrect, the PSA will be responsible for returning the item.

The PSA is to contact [mapsintake@gmail.com](mailto:mapsintake@gmail.com) when the item(s) arrives.