



INDEPENDENT GRANT GUIDELINES

Orangewood Foundation's Independent Grant provides up to **\$500** per fiscal year (July 1st – June 30th) to provide financial assistance for former Orange County, CA, foster youth engaging in the pursuit of independent living. For those who are prepared to get their driver's license, up to an additional **\$500** may be available for driving school as a reimbursement upon *proof of completion of driving school and proof of a state issued driver license*.

Applicants must complete the application in its entirety (providing the purpose for what is being requested). Submitting an application does not guarantee approval. Not all applicants are eligible. Along with the application, eligibility will be verified.

ELIGIBILITY GUIDELINES:

In order to be eligible for an Independent Grant, applicants must meet the following criteria:

- Aged 18-25

AND one of the following

- Orange County, CA Dependent,
 - Exited care at 18
 - OR current nonminor dependent (NMD)
 - OR exited care at 21

OR

- Young adults actively participating in an Orangewood Foundation program
 - Residing in Orange County, CA

APPLICATION PROCESS:

1. **Application Submission:** Submit a new Independent Grant application (required each request, July 1st - June 30th). Application may be submitted anytime during the year, but no later than June 15th. Each request, if at different times throughout the year, will require a new application. The grant may close prior to deadline due to funding constraints, always check the website. The Independent Living Grant application can be found at <https://orangewoodfoundation.org/programs/grants/>
2. **Application Approval/Denial:** Applications will be reviewed on a weekly basis and approvals are at the discretion of the Scholarships and Grants Committee. Please be aware that completing an application does not guarantee approval. Applicants will be contacted to inform them of their application status and grant process if approved. The entire grant process (application to funding if approved) may take 4-6 weeks. Applicants will be notified upon approval/denial.
3. **Note:** Grants are approved while funds permit, if funding is expended earlier than June 15th the grant application will be closed, the website will show the closure and date of next funding period.

Short Answer Questions

The below are the short answer questions on the application. All questions must be answered fully to be considered.

- What is your current living situation and job status?
 - Describe your living situation, where or with whom?
 - Are you employed, where? Are you looking for employment or unemployed?
- Do you have other financial resources to meet your daily living needs?
 - Share if you have financial support – employed, SILP, no unemployed, etc
- Are you enrolled in college? If yes, which college and when does your term start?
 - If yes, please put down your school and your term start.
- Please explain the purpose of your request?
 - This is a chance for you to state why this request is needed for you. Emphasis on the why the need, just saying you need it is not an acceptable answer.
- How will this grant support you?
 - Here, you can let us know how this grant will help provide relief for you based on your request.

FUNDING EXAMPLES:

The below is a list of common approvable items:

Approved Item	Definition
Groceries/Food	<ul style="list-style-type: none"> • Reimbursement Only – receipt required • If local – must utilize Resource Center pantry • Gift Cards may be requested • No fast food, or single serve meals. Groceries must be general groceries – not just junk food, no alcohol. No gift cards or CalFresh used on purchases • CalFresh Link: https://www.getcalfresh.org/?source=cdss
Household Items/Toiletries/Hygiene Items	<ul style="list-style-type: none"> • Basic home supplies – broom, dustpan, mop, cleaning supplies, bedding, etc • Basic hygiene/toiletries - shampoo, conditioner, body wash, lotion, towels, etc • If local – must utilize Resource Center for supplies • Gift Cards may be requested
Work/Training Expenses/ Employment Certificates	<ul style="list-style-type: none"> • Interview attire, work clothes, shoes, tools, certifications, trainings, etc • Gift Cards (may need to submit employment information)
Rental Assistance	<ul style="list-style-type: none"> • Required documents: Lease agreement, & W9 from landlord. • THP+/THP-FC are not eligible for our grant funds. • If you are ILP eligible see below for Additional Funding options.
Utilities – Gas/Electric/Water	<ul style="list-style-type: none"> • Utility Assistance Programs must be utilized <ul style="list-style-type: none"> • EX: https://www.csd.ca.gov/pages/liheaprogram.aspx

	<ul style="list-style-type: none"> • If assistance programs were denied, those denials must be included on the request in the grant • If you are ILP eligible see below for Additional Funding options.
High School Expenses	<ul style="list-style-type: none"> • Textbooks, school ID or pictures, yearbook, graduation announcements, cap and gown, P.E. clothes, tickets for prom and other formal dances, testing, fieldtrips
Organized Extracurricular Activities	<ul style="list-style-type: none"> • School or outside of school sports, clubs, lessons, events, fitness packages/classes • Reimbursement or Invoice Only
Medical/Dental/Vision/Counseling Expenses	<ul style="list-style-type: none"> • Insurance must be utilized and if not covered by insurance/SSA may be submitted for request
Legal Documents/Identification/Passport/Naturalization	<ul style="list-style-type: none"> • Legal documents – state or federal
Driver's Education	<ul style="list-style-type: none"> • Training only, reimbursed at time of license (one year to earn license, receipt must be submitted at time of purchase) • Reimbursement only
Transportation	<ul style="list-style-type: none"> • Bicycle, scooter or skateboard only, helmet & locks. • Replacement parts for bicycle, scooter or skateboard • Car repairs • Gas for school/work (may need to submit employment/school information) • Gift Cards (may need to submit employment/school information)

Ways to Receive Approved Funding:

Submit a Request - There are 3 types of requests that can be made. A request must be made on the application.

1. **Gift Card:** To request a gift card after you have been approved, state your purpose of the request (Ex. food, hygiene items, work clothes, etc.) and approximate cost of needed items. Gift cards you may request depend on available gift cards at that time and funding limitations may apply. Gift cards may be given digitally.
2. **Check Request for Vendor:** To request a check for a specific person or vendor, contact the Scholarships and Grants Coordinator and we may need the Vendor's W9 document with vendor name, vendor address. Along with invoice with description of item or service, and cost of item or service.
 - **Invoices:** Must be clear, with requesters name, itemized, date, vendor name and information. must be within 6 months of request and within the same funding year (July 1 – June 30)
3. **Check Request for Reimbursement:** To request a check for reimbursement, contact the Scholarships and Grants Coordinator and provide who the check should be made out to, description of item or service, cost of item or service, and purpose of request. Receipts are required for reimbursements.
 - **Receipts:** Must be clear, itemized, store information, date and total. Must be within 6 months of request and within the same funding year (July 1 – June 30)

Additional Funding Information:

- **Alternative Sources of Funding:** Alternatives may need to be considered before grant funds are expended.
 - **ILP Eligible youth:** 18-24 other funding may be available via Housing Stabilization, inquiries can be sent to Crystal, CFord@orangewoodfoundation.org.
 - **This fund can assist with:** rental assistance, utilities, grocers, move-in expenses
- **Receipts:** Receipts must be clear and visible. All receipts must have the date of purchase, amount paid and items purchased to be valid.
 - Purchases must be made within the funding period the grant was approved for, July 1st – June 30th.
 - Receipts must be no older than 6 months at the time of reimbursement request.
- **Ongoing Communication:** Recipients will be required to maintain contact with the Scholarships and Grants Coordinator, this may include follow ups on additional documentation, payout information or information on what sources were sought out prior to the grant application. Not communicating with staff may have your grant application be expired, or funding revoked.
 - **Communication between applicants/recipients and staff are expected to be respectful and professional. A majority of communication will take place via email, it is important for applicants and recipients to monitor their email for communication from staff.**
- **Previous Academic Year Funding:** The annual fiscal year funding period is from July 1st to June 30th. Funding does not roll over into the next funding period.
- **Driver’s Education:** Approved recipients qualify for driver’s education funding up to an additional \$500 if they don’t currently have a driver’s license. Driver’s Education funding will be offered as a reimbursement to eligible students with proof of completing driver’s education and proof of their state issued driver license. When Training is purchased, receipt must be submitted to the Scholarships and Grants Coordinator. Further details will be given regarding reimbursement once Training receipt is submitted. Reimbursement is not guaranteed, it is not granted until the Driver’s License is earned within the time frame.

CONTACT US:

For questions please contact the Scholarships and Grants Coordinator.

Orangewood Foundation Address: 1575 E. 17th St., Santa Ana, CA, 92705

Orangewood Foundation Website: <https://orangewoodfoundation.org/programs/>

Grants Staff: grants@orangewoodfoundation.org

