



9720 N Rodney Parham Road, Little Rock, AR 72227 Ph: 501-515-3420 Email: katy@ucpcark.org

Dear applicant,

On behalf of Achieve Community Alliance (formerly known as United Cerebral Palsy of Arkansas) we would like to thank you for your interest in our Northwest Arkansas Family Support Fund. It is our sincere desire to help individuals with disabilities in need. The Family Support Fund is designed to provide assistance for items and services that are not covered by any other funding source. If approved, our Family Support Fund will pay up to \$3,000 for the product or service that you are requesting. Keep in mind that ACA will only pay 90% of the total amount and you will be responsible for the remaining 10%. If the requested product or service is in excess of \$3,000, you will be required to provide proof of how additional funding will be obtained before payment can be made. The Family Support Fund helps ACA to carry out its mission of advancing the independence, productivity, and full citizenship of people with disabilities. Life Without Limits is our goal!

Please complete and sign the enclosed form (ACA Individual/Family Support form). You will also need to submit the following:

- A copy of a photo identification card of the applicant
- Full name (First and Last) to whom funds should be paid
- An exact estimate from the seller/manufacturer/vendor you plan to purchase from including cost of the item, shipping costs (if applicable), taxes and other charges (if applicable)
- A written timeline of when funds are needed (including deadline for payment if applicable)
- As much written documentation or links to digital documentation regarding the purchase as possible (e.g.: URL/link to website showing costs/dates/etc.)

Please note: After the request is approved and funding has been supplied, you will be required to submit all receipts for this request. Any unused funding or spent funds without accompanying receipts must be returned.

If you have any questions please feel free to contact Katy Sursa at (501) 515-3420. Once you have completed the application and gathered the above information, you may scan and email the information to katy@ucpcark.org or physically mail it to:

Achieve Community Alliance
c/o Northwest Arkansas Family Support Fund
9720 N Rodney Parham Road
Little Rock, AR 72227

Thank you,
Achieve Community Alliance, NW Region



FAMILY SUPPORT FUND: APPLICATION PACKET CHECKLIST

PLEASE COMPLETE & SIGN THE ENCLOSED FORMS:

- ACA Arkansas Individual/Family Support Form

YOU WILL ALSO NEED TO SUBMIT THE FOLLOWING:

- A copy of a photo identification card of the applicant
- Full name (First and Last) to whom funds should be paid
- An exact estimate from the seller/manufacturer/vendor you plan to purchase from including cost of the item, shipping costs (if applicable), taxes and other charges (if applicable)
- A written timeline of when funds are needed (including deadline for payment if applicable)
- As much written documentation or links to digital documentation regarding the purchase as possible (e.g.: URL/link to website showing costs/dates/etc.)

***** Keep copies of all documentation and receipts related to this request because all receipts for this funding, if awarded, must be turned in after purchase. *****

RETURN PACKET WITH REQUESTED ATTACHMENTS TO:

By mail:

Achieve Community Alliance
c/o Northwest Arkansas Family Support Fund
9720 N Rodney Parham Road
Little Rock, AR 72227

By e-mail:

katy@ucpcark.org



INDIVIDUAL/FAMILY SUPPORT - NORTHWEST REGION

Individual _____ DOB _____
Primary Disability Diagnosis _____
Secondary Diagnoses (if applicable) _____

Name of Parent Guardian (if applicable) _____

Mailing Address _____ City/State _____ Zip _____

Email _____ Telephone _____

Justification for request: _____

Amount Requested: \$ _____ Date of Request: _____

Date Funds are needed: _____ Make check out to: _____

For office use only:

Documents Attached: ☐ Written quote including all costs associated with request ☐ ID of applicant
☐ Written timeline of when funds are needed ☐ Additional documentation about request

Approved by: _____ Date: _____

Amount Approved: \$ _____ State _____ Title XX _____

ACA Northwest Arkansas Family Support Fund FAQ's

What is the Family Support Fund?

The Northwest Arkansas Family Support Fund is a grant program through Achieve Community Alliance (formerly known as United Cerebral Palsy of Arkansas) Northwest Council to assist families providing at-home care to family members (young and old) with developmental disabilities. The purpose is to ease the financial and emotional strains of having a family member with special needs.

What is the maximum amount granted?

ACA's Family Support Fund can grant up to \$3,000 to cover items/services not covered by other funding sources. Requests exceeding \$3,000 must show proof of where additional funding to cover the balance before Family Support can be granted.

How do I apply?

Applications can be requested through any ACA office in Arkansas or by email to katy@ucpcark.org. Applicants can apply through the office in their region of the state. Offices are located in Little Rock, Clarksville, Harrison, and Jonesboro.

What paperwork is needed in the application process for NW Arkansas's funding?

When applying for Family Support in the Northwest region, you will receive an application packet that will include the basic application. In addition you must also include a copy of applicant's photo identification, documentation regarding the request (quote, invoice, estimate, etc.), a written timeline or date in which funds are requested, and any other helpful information regarding your request.

Do you grant money directly to the individual or family applying?

We do not usually pay money directly to the individuals/families applying. Once Family Support has been approved, money will be paid directly to the company/organization providing the items or services requested. Exceptions may be made with the approval and vote of the NW Council.

How long does the determination process take?

Once we have received a complete application packet, it can take 6-8 weeks for a determination to be made. Whether you are approved or denied, you will receive a letter in the mail notifying you of your status.

Can I apply for Family Support more than once?

No. Family Support is a one-time grant.

What items/services are covered by Family Support?

Family Supports grants can help pay for the costs of caring for an individual with developmental disabilities. Examples of funded items include respite care, professional services, medical and dental expenses, behavioral services, transportation costs, assistive technology, home modifications, recreation and leisure, alternative therapies, therapeutic materials, or developmental classes.

What items are not covered by Family Support?

Items that are not covered by Family Support include anything that is not above and beyond the costs incurred for a person without a developmental disability. For example, items such as rent, utilities, food or regular childcare are not covered. Items that are covered by Medicaid or Waiver are not eligible for Family Support.

Keep in mind that this does not cover everything about Family Support, it is just meant to answer some of the frequently asked questions. For more information contact Katy Sursa at (501) 515-3420 or katy@ucpcark.org.