**Who is eligible to receive financial assistance?**Children under the age of 18 with a confirmed diagnosis of a cognitive, developmental or physical disability are eligible to receive financial assistance.

**What does the financial assistance cover?**Financial assistance awarded through Matthew's Giving Tree may only be used for adaptive equipment, home modifications hippotherapy, or additional physical or occupational therapy sessions not covered by insurance. Examples of eligible adaptive equipment are adaptive easels, tables, chairs and seating; mobility aids (gait trainers, walkers, tricycles); standing aids and assistive bathroom, bathing and toileting equipment.

**Who can I contact for more information or help during the application process?**

You can e-mail any questions to smg2277@aol.com. You will be contacted promptly and someone will be happy to answer your questions and assist you with completing your application. Status information, beyond whether all parts of your application have been received will not be provided.

**How are applications reviewed and awards determined?**

Once all components of the application have been received:

1. All applications will be reviewed the last week of each month. To be considered during a given month, applications must be received by the 15th of that month. If received after the 15th, the application will be reviewed the following month.

2. Vendor's and Physical or Occupational Therapist’s offices are contacted to verify their

respective forms and equipment quotes.

3. The qualifying applications are given to the Board of Directors for review. They make the final

decision about which applicants will receive assistance that month. The decision is made on the

basis of relative need and the date the application was received.

**Can my award be used to reimburse previous account balances or purchases?**

Financial Assistance awards may not be used to reimburse or complete payments of previous account

balances or purchases. They may only be used for future therapy sessions or adaptive equipment that have not been purchased and are approved by the board.

**How and when will I be notified if I receive an award?**

Assistance recipients will receive a phone call with details of the amount and form of reward within one week of the decision. Awards will be paid directly to the verified therapist or retailer in the form of a patient account credit or equipment purchase.

**If I am not awarded assistance during a given month, do I have to reapply?**

No, if you would like to be considered for the same type of assistance during the next month without

reapplying, check the option at the bottom of the application. Your application will only be eligible for three additional months after your initial application is received and if you have marked this option on the application.

**How often can I apply for financial assistance through Matthew's Giving Tree?**

Families who are granted assistance are prohibited from applying for additional assistance. The foundation has come across so many children and families in need that we would like to be able to help as many as possible.