



### **Guidelines and Checklist for Financial Assistance**

One Boy One Van Foundation is a registered charitable organization committed to enhancing the quality of life for physically handicapped children and their families in Eastern Ontario. We provide direct financial assistance for the purchase of vehicles that have been, or will be made, wheelchair accessible.

#### ***Guidelines for Financial Assistance:***

- Child must be 21 years of age or younger, and a resident of the Eastern Ontario region
- **Child must be severely limited in their ability to walk and require the assistance of a wheelchair on a permanent or longstanding basis.** The disability may be due to an arthritic, neurological, musculoskeletal or other condition or functional impairment that severely limits his or her mobility
- Household gross income must be \$60,000 or less
- The Request for Financial Assistance **must be submitted prior** to the vehicle being ordered, purchased, delivered or received
- Parents are to access all other sources of funding available to them, **in addition** to requesting funds from One Boy One Van Foundation
- Costs associated with a new vehicle purchase, including but not limited to, license fees, air conditioner tax, delivery charges, are not funded. Please do not include these costs in your quote
- One Boy One Van Foundation does not provide funds to pay for vehicle insurance
- All supporting documentation **must** accompany the completed application. Please see the checklist below for the documentation required
- Maximum **one-time** funding is up to \$2000/family
- Funds are for use in Ontario only
- Our ability to provide financial assistance is dependent on the funds available at the time your request is received. Should there be insufficient funds, a wait list will be started
- Funding will be paid directly to the vendor, not to the family
- Funding approval is valid for **six (6)** months from the date of approval. The invoice from the vendor must be received prior to the end of the six months. If an invoice is received and the date of delivery is noted to be prior to our approval, then it does not meet our criteria. Funding approval will not be valid and the family will be responsible for the full amount to the vendor
- The above guidelines may be changed by One Boy One Van Foundation at any time without notice

#### ***Checklist:***

- Complete the Request for Financial Assistance and Release of Information forms
- Provide a letter telling us about your child and family situation, and how our funds will help
- Provide a letter from your child's physician detailing the diagnosis and severity of mobility impairment
- Provide a letter from your child's physio or occupational therapist authorizing the need for a wheelchair accessible vehicle
- Provide two (2) current vendor quotes for the vehicle you have chosen
- Provide information on any funds that you have secured or are seeking from other sources
- Provide proof that the vehicle to be purchased has been modified, or will be modified upon delivery (e.g., letter of funding support from March of Dimes)
- Provide a copy of your child's Canadian birth certificate or permanent residence card
- Provide documentation confirming that the household gross income, as shown on line 150 of the Canada Revenue Agency's (CRA) Notice of Assessment of the child's parent(s)/guardians and their respective spouse/common law partner, is below \$60,000. Include copies of your most recent Notice of Assessment from CRA or 2 (two) consecutive cheque stubs from your Social Assistance payments