

Funding Request Application Package

Introduction

The **Cerebral Palsy Association in Alberta (CPAA)** is a registered non-profit society and makes a difference in the community by enriching the lives of people affected by cerebral palsy and other disabilities. Through our programs and services, we promote awareness, acceptance and understanding for persons with disabilities to live **Life Without Limits**.

The **Funding Request Program** assists Albertans with cerebral palsy with supports for daily living. The Program is funded through the CPAA's own fundraising efforts and from generous donations from members of our community. Through this program, we provide funding for items such as adaptive equipment (e. g. lifts, chairs, scooters), programs (e. g. disabled skiing and camps), and educational courses.

Contact Information

If you have questions or would like assistance with this application, please contact:

Funding Request Program

Cerebral Palsy Association in Alberta

12001 44 St SE

Calgary, AB T2Z 4G9

Direct Phone: (403) 219-1574 Toll Free: 1-800-363-2807

Fax: (403) 543-1168

Email: fundingrequest@cpalberta.com

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Funding Request Application Process

1. Applications are processed to ensure that all pertinent documentation has been included and submitted to the Funding Request Committee.
2. Incomplete applications will not be submitted.
3. Once approved, a cheque will be issued to the vendor or applicant/designate.
4. Applicants will be notified by phone and in writing of the committee's decision.
5. Approved amounts for items under \$5,000.00 will be forwarded to applicant/vendor
6. Approved amounts for items over \$5,000.00 will be held until additional funds or funding sources have been confirmed
7. Approvals are valid for 6 months from the approval date or until the end of the fiscal year; whichever is first.

Funding Request Guidelines

Funding is not guaranteed.

The Funding Request Committee reserves the right to:

1. Request the applicant to seek alternate funding
2. Request the applicant to provide additional information or documentation with regard to any agency or government department that pertains to the request
3. Decline the application based on the CPAA's priorities, requirements, or other considerations
4. Not fund the entire amount requested by the applicant
5. Deny applications for funding for an item(s) that has already been purchased
6. Request the applicant to apply for Government of Alberta funding through programs such as Alberta Aids to Daily Living (AADL) if the applicant qualifies, before applying for CPAA funding
 - a. If any funding is available through the government, the Committee requires that the applicant first apply for that funding and wait for a response
 - b. Request the applicant to complete any outstanding appeals for funding to government programs or other funding groups before applying for CPAA funds
7. Request the applicant to include copies of your correspondence to and from the Government and other agencies to which you have applied for funding
8. Request the applicant to include three written quotations per item requested with the application, where possible

Funding Limits

1. **Bicycles:** Funding for bicycles is capped at \$700.00
2. **Computers:** Funding for computers is capped at \$500.00 every 3 years
3. **Camps:** Funding for camps is capped at \$500 (if client is not eligible for FSCD) or \$300 (if client is eligible for FSCD)
4. Maximum funding amount per fiscal year is \$750.00 (Fiscal year is Feb. 1 – Jan. 31st)

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Funding Requirements

1. Persons applying for funding **must be a CPAA client for at least three months** prior to submitting an application.
2. The requested funds must be of direct support of a person who has been **diagnosed with cerebral palsy** as verified by a statement of diagnosis.
3. If the purchase has already been completed, **receipts** in full must be provided to CPAA for all equipment, service(s), program(s), and/or item(s). Payment will be made directly to a vendor upon receiving an invoice or to our client upon presentation of proof of purchase.
4. Applications **must** be accompanied by a **letter of support** written and signed by a professional (Doctor, Therapist, Social Worker, Audiologist etc). The letter must clearly state the applicant's need for the equipment, service or program and explain how it will improve the applicant's quality of life.
5. Applications **must** be accompanied by a **statement of diagnosis** from a physician or other acceptable medical report (Doctor, Therapist, Social Worker, Audiologist etc) clearly indicating that the **applicant is diagnosed with cerebral palsy**.

Client Confidentiality Agreement

All information provided as part of your application for funding will be kept confidential.

Application Checklist

Please check the appropriate response if the stated requirement has been completed


- For applicants who live in Calgary or Edmonton; you must apply to the local CP Association prior to applying for funding with the CPAA (where applicable)
- The applicant has been a client of CPAA for at least three months
- Documentation about alternate applications for funding is attached
- Applicant has attached a letter from a Physician or attending therapist (Doctor, Therapist, Social Worker, Audiologist etc.) verifying that the applicant has a diagnosis of cerebral palsy
- Applicant has attached a letter from a professional (Doctor, Therapist, Social Worker, Audiologist etc.) stating how the request will enrich the life of the recipient
- Three price quotes from different vendors for requested equipment or programs are attached. (where applicable)

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FUNDING REQUEST APPLICATION FORM

The Funding Request Application Form must be completed in full.
All information will be kept confidential.

Instructions: Please fill out your information below with one of the following options.

- (1) Typing your responses in Adobe Reader, and printing out your completed form.
 Please note that if you close the Adobe form window before printing it or saving the file, your responses will be lost.
- (2) Printing out the blank form and filling in your information (please print legibly).
- (3) Please ensure that all information is complete in this section.

Section 1: Applicant Personal Information

Name of Client: _____

Date of Birth (MM/DD/YYYY): _____

Mailing Address: _____

City/Town: _____ Postal Code: _____

Phone Number (Home): _____

Phone Number (Mobile): _____

CPAA Client Number: _____

If the applicant is not the person communicating with CPAA, please provide the following information about the applicant's designate:

Designate's Name: _____

Relationship to the applicant: _____

Phone Number (Daytime): _____

Name of **individual or vendor** cheque should be sent to: _____

Mailing Address of **individual or vendor** cheque should be sent to: _____

City Province Postal Code:

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Section 2: Funding Request Information

1. Amount of Funding
Requested (Exact dollars):

2. Equipment, service(s), program(s), and/or item(s) required:

3. Have you applied to other funders for this request? Yes No

If yes, please list. If no, please explain. Please include documentation where available.

4. Has the equipment, service(s), program(s), and/or item(s) been purchased and paid for?

Yes No

If Yes, please attach a copy of the receipt(s).

5. Do you have private insurance that will cover some or all of the cost for the equipment, service(s), program(s), and/or item(s)?

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6. To promote the CPAA and its programs/services, would you, your family and/or organization be willing to participate in public relations activities including, but not limited to, press conferences, interviews, etc.?

Yes No

If Yes, please initial here: _____

7. Have you attached three price quotations? Yes No

If no, please explain.

8. Please use this space for any additional information and/or pertinent details you would like to provide. Attach (an) additional sheet(s) if necessary.

Section 3: Declaration of Applicant/Designate

Declaration

I agree to abide by the requirements set out by CPAA. I declare that the information included in the attached application is true and accurate and does not omit any material facts. I certify that the funds will only be used as set forth in this application.

Applicant Signature

Date (DD/MM/YYYY)

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Mail completed forms to: Funding Request Program
Cerebral Palsy Association in Alberta
12001 44 St. S.E.
Calgary, AB T2Z 4G9

Fax completed forms to: (403) 543-1168
Attention: Funding Request Program

Questions or concerns: (403) 219-1574, or Toll Free: 1-800-363-2807
fundingrequest@cpalberta.com

CPAA Office Use Only

Date Application Received:
Processed on:
Processed By:
Application complete:
Application forwarded to the committee:

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Other Potential Funding Sources

Updated April 2018

Alberta Aids to Daily Living	
Information	Alberta Aids to Daily Living or AADL program helps Albertans with a long-term disability, chronic illness or terminal illness to maintain their independence at home, in lodges or group homes by providing financial assistance to buy medical equipment and supplies.
Qualifications	See website for information
Phone	In Edmonton: 780.427.0731 In Alberta: 310.0000 then 780.427.0731
Website	http://www.health.alberta.ca/services/aids-to-daily-living.html

Alberta Child Health Benefit	
Information	The Alberta Child Health Benefit plan pays for health services, such as eyeglasses, prescription drugs and dental care that are not available through standard Alberta Health Care Insurance. The health plan is for children up to age 18, and up to age 19 if they live at home and are attending high school up to grade 12. There are no fees to sign up.
Qualifications	Based on income, see the website for more information.
Phone	(780) 427-6848 or Toll Free: 1-877-469-5437
Website	http://ehumanservices.alberta.ca/finances-support/2076.html

Burns Memorial Fund	
Information	Grants are available to improve and sustain the quality of life for special needs children in low-income families by providing funds for services and equipment
Qualifications	Different grants available (see website)
Phone	(403) 234-9396
Website	http://www.burnsfund.com/programs/childrens-fund/
Email	info@burnsfund.com
Notes	The Kahanoff Centre Suite 1120, 1202 Centre Street SE Calgary, AB T2G 5A5

Calgary Cerebral Palsy Kids and Families	
Information	Funding is available to help members of the Calgary Cerebral Palsy Association ("CCPA") with cerebral palsy within Calgary and vicinity purchase reasonable adaptive equipment expenses resulting from the disability. Some examples of adaptive equipment include, but not limited to: recreational equipment like adapted bicycles and sit-skis; assistive devices like commodes, ramps, walkers and communicative devices; and items to enhance day-to-day living like computer touch screens and adapted chairs.
Qualifications	Funding will not be provided for portions of supplies provided by government agencies such as Alberta Aids to Daily Living or Family Support for Children with Disabilities or that are eligible for insurance or group benefits coverage; the funding maximum for a given member for a calendar year is a maximum of \$500 with no funding carry forwards; Adaptive Electronics and Technology is capped at \$300.00 every 3 years. The member with Cerebral Palsy must be a member of the CCPA for a least three months before submission of a funding request form.

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Phone	(403) 205-4935
Fax	(403) 253-8236
Website	http://www.calgarycp.org/bins/content_page.asp?cid=1328-1388&lang=1
Email	sheralee@calgarycp.org

Campbell McLaurin Foundation

Information	Offers financial assistance to individuals for the provision of medical treatment or equipment that will assist individuals with hearing deficiencies. Administered by the Burns Memorial Fund.
Qualifications	See above.
Phone	(403) 254-0211
Fax	(403) 233-0513
Website	http://www.burnsfund.com/programs/campbell-mclaurin-foundation/
Email	info@burnsfund.com

Canadian National Institute for the Blind – Albertan/NWT Division

Information	Guide Dog Assistance Fund helps to cover extraordinary veterinary expenses for guide dogs, and to provide financial support for special events related to guide dogs and their handlers. Several scholarships and bursaries are also available for individuals with vision impairment.
Qualifications	Please refer to website.
Phone	(403) 266-8831
Fax	(403) 265-5029
Website	http://www.cnib.ca/en/about/awards/
Email	alberta@cnib.ca

Cerebral Palsy Association in Alberta

Information	Offers individuals with cerebral palsy, who are CPAA clients residing in Alberta, up to \$750 in funding per fiscal year (February 1 through January 31.) Funding has been provided for items and programs including adaptive equipment, conductive education, car seats and various computer systems. Client must have cerebral palsy.
Qualifications	See above.
Phone	(403) 219-1574
Fax	(403) 543-1168
Website	http://www.cpalberta.com
Email	fundingrequest@cpalberta.com

Children's Ability Fund

Information	Provides funding to enhance the independence of children and young adults with disabilities (ages up to 21 years) throughout Alberta; specialized equipment.
Qualifications	Contact for more information
Phone	Marilyn Melnychuk - Client Care Coordinator (780) 454-9191 Ext. 225
Website	http://www.childrensabilityfund.ca/

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Children's Wish Foundation of Canada – Alberta and NWT Chapter	
Information	Must be referred, see website for details
Qualifications	Children are eligible from three years of age and over, but under the age of 18 years when the request is received. They must be legal residents of Canada and have an illness which is categorized as a high-risk, life threatening condition.
Phone	(403) 265-9039
Fax	(403) 265-1704
Website	http://www.childrenswish.ca
Email	ab@childrenswish.ca

Easter Seals Alberta	
Information	Provides equipment and support services-grants or interest-free loans to eligible individuals of all ages with physical disabilities. Also offer a cost-sharing option with equipment ownership retained by Easter Seals at 51% funding.
Qualifications	See website.
Phone	(403) 235-5662 Toll Free 1-877-7-EASTER (1-877-732-7837)
Fax	(403) 248-1716
Website	http://www.easterseals.ab.ca
Email	calgary@easterseals.ab.ca

Edmonton Cerebral Palsy Association	
Information	Funding program looks to assist members in purchasing much needed equipment. Each request is reviewed on an individual basis.
Qualifications	Must be a member of the Edmonton Cerebral Palsy Association. Member or delegate must have attended at least two meetings in the past twelve months. Member must have Cerebral Palsy. Funding for adaptive equipment.
Phone	780-453-6950
Fax	1-866-473-1288
Website	http://edmontoncp.com/services/equipment-funding-program
Email	info@edmontoncp.com

Family Support for Children with Disabilities (Formerly 'Children with Special Needs Program')	
Information	The FSCD program uses a family-centered approach to provide parents with funding to access a range of supports and services that strengthen their ability to promote their child's healthy growth and development. In addition, FSCD assists with some of the extraordinary costs of raising a child with a disability.
Qualifications	Eligible for children with disabilities and their families until the child turns 18 years old.
Phone	See website for local office contact numbers
Fax	403.297.7228
Website	http://humanservices.alberta.ca/disability-services/14855.html

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Health Equipment Loan Program (HELP)	
Information	Provides health and medical equipment
Qualifications	These programs vary across the country according to types of health and medical equipment provided length of loan, access procedures, and type of service.
Phone	See website for provincial contact information
Website	http://www.redcross.ca/article.asp?id=015828

KidSport Society of Alberta – KidsSport Calgary	
Information	KidSport provides grants to kids from families facing financial barriers so they can participate in registered sport programs. The grant covers up to \$300 per child, per calendar year to go toward registration fees and personal sports equipment for sustained sport programs (over a season) with qualified instructors.
Qualifications	Grants are for children and youth under the age of 18 years. All sports that meet Sport Canada's Definition of Sport are eligible.
Phone	(403) 202-0251
Fax	(403) 202-1961
Website	http://www.kidsport.ab.ca
Email	kidsportadmin@shaw.ca apply@kidsportcalgary.ca
Notes	See website for contact information of local chapters.

Make-a-Wish Foundation of Southern Alberta	
Information	Grants wishes to children between the ages of 3 and 18 who have been diagnosed with a terminal illness or a life threatening medical condition. The child must be able to identify a wish and cannot have received a prior wish.
Qualifications	See above.
Phone	(403) 228-3666 or Toll Free: 1-866-502-3666
Fax	(403) 246-0946
Website	http://www.makeawish.ca/chapter/southern_alberta
Email	kim.anthony@makeawish.ca
Notes	See website for information about local chapters

Non-Insured Health Benefits (NIHB)	
Information	Health-related goods and services that are not insured by provinces and territories or other private insurance plans. To support First Nations people and Inuit.
Qualifications	Between the ages of 3 - 18th birthday and have at least the cognitive ability of a three-year-old. Must live in Canada and be able to formulate his or her Dream (this must be the Dream of the child) and communicate the Dream with or without technical assistance. Should not have received a Dream or wish from a similar organization.
Phone	780.495.2694 or 1.800.232.7301 Dental: 780.495.2516 or 1.800.495.2516 Fax: 780.420.1219 Medical Transportation: 780.495.2708 or 1.800.514.7106
Website	http://www.hc-sc.gc.ca/fniah-spnia/nihb-ssna/index-eng.php

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President's Choice Children's Charities	
Information	Provides funding to children who have been diagnosed with a range of disabilities including Cerebral Palsy, Autism, Muscular Dystrophy, Spina Bifida and various developmental delays.
Qualifications	To be considered a candidate for assistance, applicants must be 18 or under, diagnosed with a physical or developmental disability, household income of \$70,000.00 or less and must be a Canadian citizen or have permanent resident status in Canada.
Website	http://www.preidentschoice.ca/LCLOnline/pcccApply.jsp

Rainbow Society of Alberta	
Information	Grant wishes to Alberta children, between the ages of 3 and 18 years (have not yet reached their 18th birthday), who have been diagnosed with a chronic or life-threatening illness - a medical condition which severely impacts and restricts the child's activities of daily living.
Qualifications	See above.
Phone	See website for local chapters
Fax	(403) 252-4839
Website	http://www.rainbowsociety.ab.ca/

Residential Access Modification Program ("RAMP")	
Information	Residential Access Modification Program ("RAMP") is a program available to eligible wheelchair users to modify their home to be more wheelchair accessible. Applicants can apply for a RAMP grant for up to \$5,000.
Qualifications	All wheelchair users within our income guidelines, homeowners and tenants; Canadian citizens or permanent residents; Aboriginal people living off- and onreserve; People with neuro-degenerative diseases; Seniors aged 65+ who use a wheelchair or 4 wheel walker on an ongoing basis. Applicant must have a household income of \$36,900 or less. (This amount can be adjusted. See website for more information)
Phone	Edmonton local: 780-427-5760 Toll free: 1-877-427-5760
Fax	(Edmonton local) 780-644-8085 Toll free fax: 310-0000 then dial 780-644-8085
Website	http://www.seniors.alberta.ca/AADL/RAMP
Email	RAMP@gov.ab.ca

Spina Bifida	
Information	Grants wishes for kids with severe disabilities as well as life-threatening illnesses.
Qualifications	Between the ages of 3 - 18th birthday and have at least the cognitive ability of a three-year-old. Must live in Canada and be able to formulate his or her Dream (this must be the Dream of the child) and communicate the Dream with or without technical assistance. Should not have received a Dream or wish from a similar organization.
Phone	1-800-461-7935 ext. 224
Website	http://www.sunshine.ca/
Email	info@sunshine.ca

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Sunshine Dreams for Kids	
Information	Grants wishes for kids with severe disabilities as well as life-threatening illnesses.
Qualifications	Between the ages of 3 - 18th birthday and have at least the cognitive ability of a three-year-old. Must live in Canada and be able to formulate his or her Dream (this must be the Dream of the child) and communicate the Dream with or without technical assistance. Should not have received a Dream or wish from a similar organization.
Phone	1-800-461-7935 ext. 224
Website	http://www.sunshine.ca/
Email	info@sunshine.ca

Walter and Wayne Gretzky Foundation for Blind Youth of Canada	
Information	As a part of the CNIB, this is an academic post-secondary education scholarship presented to eligible blind and visually impaired students.
Qualifications	Candidates must be blind or living with vision loss; a secondary school graduate entering into their first year of post-secondary educations; a Canadian citizen or have held landed immigrant status for one year prior to the date of application.
Phone	(519) 459-8665
Fax	(519) 458-8609
Website	http://www.cnib.ca/en/about/awards/scholarships/wgs/Default.aspx
Email	kim.kohler@cnib.ca