



BREAST CANCER FUND OF OHIO

1506 Britain Road Akron OH 44310 | 866-976-BCFO (2236) | www.BCFohio.org

Show your support for breast cancer patients and survivors

Real help beyond medical care ... \$25 from every license plate helps women who are coping with the day-to-day challenges of living while being treated for breast cancer.

Grant Application Guidelines 2009-2010

Our goal is to make the process of applying for a grant from the Breast Cancer Fund of Ohio (BCFO) as simple as possible. We want to insure that these public funds are used wisely and that the funds reach the people in need and that they serve patients in every part of the state of Ohio.

To apply for a grant, please follow these steps:

1. In order to apply for a grant your organization must meet the following qualifications
 - a. Organization is a designated 501(c)(3) or 501(c)(4) non-profit organization by the IRS
 - b. Have filed a Form 990 (short or long form) in the past year
 - c. Is physically located and incorporated in, and serving breast cancer patients in the state of Ohio
 - d. Has an office and staff of at least one individual
 - e. Participates in ongoing education programs related to cancer treatment and support
 - f. Has a written non-discrimination policy and follows practice guidelines based on evidence based medicine
2. Grants will be given to programs that seek to improve access to timely treatment and follow up care for breast cancer patients by (organizations do not have to be limited to these activities):
 - a. Providing temporary financial assistance to breast cancer patients in active breast cancer treatment who are in financial need, regardless of income level (active treatment is defined as surgical oncology, chemotherapy and/or radiation therapy); and
 - b. Providing education, referral, or application assistance to breast cancer patients regarding availability of existing patient assistance services in other programs, including government programs
3. Grantee programs should be able to provide temporary financial assistance for the following services and provide for monitoring and follow up to ensure patients complete treatment and receive follow up care:
 - transportation to treatment
 - temporary support of living expenses such as rent & mortgage payments

- utility payments, including gas, electricity and phone service
- assistance with treatment costs, prescriptions, co-pays or insurance payments to keep health coverage intact for uninsured patients or those at risk of losing insurance coverage

Applications are available at <http://www.bcfohio.org/Application.doc>. Applications are due by Monday, November 6, 2009. Please send 3 copies of your completed grant application, attachments and letters of recommendation typed on plain paper, without staples, with each set of documents separated by a colored sheet of paper.

Awards will be announced by December 18, 2009 and the first 6 months of funds will be distributed thereafter.

For this grant cycle, financial assistance for patients is limited to expenses listed above. Requests for assistance with expenses other than those listed above will be submitted to the BCFO Board of Directors for consideration. Grant funds will only be allocated for direct assistance to patients; we are unable to provide funding for operational or other program expenses at this time.

Grantees must be willing to help promote sales of Ohio's Breast Cancer Awareness License Plate in their area including participating in any events that the Breast Cancer Fund of Ohio might hold.

Patient Evaluation Process:

To insure stewardship of BCFO funds, those patients receiving grant monies will be evaluated as to whether:

- a. all options for reimbursement of these expenses or eligibility for existing programs were explored and exhausted prior to use of BCFO funds
- b. financial counseling was provided to clients who receive the benefits of this funding
- c. funds were used for only the purposes defined above in #1 and reports filed to show results

Interim Reporting

Grantees must provide an interim report at 6 months outlining patients served and progress towards achieving program objectives. A final report will be required at the end of the grant period. Report forms will be provided for grantees.

Please complete the following grant application and return copies to BCFO by mail (no faxes or email applications, please), along with letters of recommendation. Feel free to call or email if you have any questions or need further assistance.