

## Ben's Fund Required Documents

1. **Family Story:** Not to exceed two pages, please introduce us to your family, and share why you are applying for a grant, and how it will assist you(r) child's autism treatment. Please include any extenuating family circumstances so that these may be considered. Please provide this document in English.
2. **Autism Diagnosis:** Please provide a copy of your child's official autism diagnosis including the signature of the medical professional. Young adults please provide a copy of your autism diagnosis.

In lieu of the official diagnosis, a confirmation letter from a medical professional with the credentials to diagnose an autism spectrum disorder is accepted.

We accept the following professionals as qualified to diagnose: Board eligible neurologists, MDs, PhDs, board eligible psychiatrists, licensed psychologists, board certified developmental and behavioral pediatricians, ARNPs, and COE providers with those credentials.

3. **Financial Document:** We accept two forms of financial documents to verify income:
  - a. Your entire households 2022 Form 1040 tax return listing all household members gross adjusted income and your child as a dependent, or
  - b. Your most recent Supplemental Security Income (SSI) Award Letter listing your child as a beneficiary. Both should indicate state of residence in Washington, and the child is in your custody. We do not accept W2's, DSHS benefits, documents older than one year or any other document than what is listed above.
4. **Referral Letter:** Must be dated within one year, on letterhead, and signed by a Doctor, Therapist, Special Ed Teacher, or someone who works with the applicant's autism treatment. Letter should recommend every piece of equipment or service requested, including duplicate quantity of items, clearly stating how it will benefit the applicant's autism treatment. A new referral is required each year you apply. Requests not referred will not be considered.
5. **Invoice/Estimate:** What you are requesting, and how much you are requesting. Grants cannot exceed \$1,000 including tax and shipping. You may request equipment, services or an iPad or a combination of all three to reach \$1,000. You may request up to 20 items from 3 separate vendors/service providers. Split payments for items exceeding \$1,000 are allowed on case-by-case basis, please contact us before you apply. Only referred items will be considered for a grant.
  - a. *Equipment requests* Please provide the website link to the specific item or upload an invoice/estimate. The amount requesting needs to include taxes and shipping.
  - b. *Service requests* Please upload an invoice or estimate including the service and amount per service. You will also need to provide the billing contact information for the service provider and amount you are requesting on the online application. If you are requesting

a service that you are not yet attending; we accept an estimate for future services. We do not fund the insurance portion of a bill, nor do we provide funds for therapy if you are not continuing the service.

- c. iPad requests will have the chance to choose iPad pack options on our online application. All packs include tax. Please see our iPad Pack options on our website for available options.