



Save First, Live Well

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SaveFirstFinancial.org

Helping Hands Fund GUIDELINES AND QUALIFICATIONS

- a. Applicant must be a PeaceHealth caregiver (full-time, part-time, per diem or temporary) AND
- b. Caregiver must have completed the probationary period of employment at PeaceHealth AND
- c. Caregiver must meet emergency criterion due to:
 - Catastrophic accident
 - Death within the immediate family (spouse/partner or children)
 - Emergency housing issue
 - Disaster to home (fire, flood, etc.), AND
- d. Caregiver must have completed the online financial workshop or an alternative 1:1 coaching session through Save First Financial AND
- e. Caregiver has not used emergency funds for the last two years, including the COVID-19 Caregiver Heroes' Emergency Fund and/or Wildfire Emergency Fund AND
- f. Caregiver must meet the annual gross income guidelines at or below 250% of the federal poverty level, based on household size.

Persons in Household	Eligibility Guideline WA/OR	Eligibility Guideline AK
1	\$33,975	\$42,475
2	\$45,775	\$57,225
3	\$57,575	\$71,975
4	\$69,375	\$86,725
5	\$81,175	\$101,475

6	\$92,975	\$116,225
7	\$104,775	\$130,975
8	\$116,575	\$145,725
9	\$128,375	\$160,475
10	\$140,175	\$175,225
11	\$151,975	\$189,975
12	\$163,775	\$204,725
13	\$175,575	\$219,475
14	\$187,375	\$234,225
15	\$199,175	\$248,975

g. Covered expenses are as follows:

- Rent
- Mortgage
- Utilities (includes electricity, water/sewer, gas, garbage)
- Funeral expenses for immediate family (partner/spouse, children)

h. Helping Hands Fund (“HHF”) guidelines

- Caregiver must fill out Helping Hands Fund Application.
- Caregiver must speak with SF program representative.
- Caregiver must provide written documentation of need (copy of bill and written statement of need).
- The amount of assistance is at the discretion of the HHF administrator and shall be released by SF and not through the PeaceHealth system.
- Fund use is available to caregiver every two years. This includes previous utilization of funds from either the COVID-19 Caregiver Heroes’ Emergency Fund and/or Wildfire Emergency Fund.
- Caregiver must attend online SF Financial Wellness class/coaching session. Exceptions are made based on undue hardship, decided by SF Financial Wellness.
- SF will verify employment with PeaceHealth Benefits. To protect caregiver confidentiality, no records of the verification process will be kept by PeaceHealth
- All funds will be paid by SF directly to vendors and can only benefit the household of the caregiver.
- SF program representative will refer to PeaceHealth’s Employee Assistance Plan when caregiver is experiencing the following issues:
 - Multiple transitions or loss issues
 - Behavioral health needs
 - Custody



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- Immigration issues
 - Domestic violence
 - Parental / grandparental rights
 - Restraining orders
 - Garnishments
 - Child Support
 - Bankruptcy
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- SF will, when appropriate, call vendor to assure them that Catholic Charities/SF is backing the caregiver and has made arrangements to send a payment.
 - SF will notify (via phone or email) caregiver of service determination and the date when service is completed.
 - Caregivers have an opportunity to pay the support they have received forward by participating in PeaceHealth Foundations' annual Caregiver giving campaign to support the future recipients of Helping Hands Fund.



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