



Individual Grant Request

For residents in the Mid-Atlantic region (PA, NJ, MD, DE, or NY)

1. **Individual Grant Request Cover Sheet** – the Individual Grant Cover Sheet must be complete and the following documentation must be included:
 - A. The two most recent years of Income Tax Returns (for all household members) – 1040 or 1040EZ, as filed with the Internal Revenue Service.
 - B. Three most recent consecutive pay stubs (for all household wage earners), showing gross and net income (if applicable) OR,
 - C. Letter of employment on company letterhead with Applicant’s full name, specified salary (gross), signature of employer representative with title, contact number, and date OR
 - D. Disbursement letter from Social Security Office for annual income verification

2. **Letter of Inquiry** – Your Letter of Inquiry must include the following:
 - A. Candidate biography and description of physical challenges
 - B. Specific type of grant request (equipment, prosthetic, physical therapy, etc.)
 - C. How an Iron-Leg Grant award will help you.
 - D. Describe your willingness to serve as an Iron-Leg “Ambassador” at fundraisers, community events, and media events.
 - E. Describe the financial hardship that qualifies you for Iron-Leg support, including a statement of annual income and/or a list of sources for financial support. Please include the number of individuals in your household.

3. **Three letters of reference (2 Personal, 1 Medical)** – your Letters of Reference **MUST** include the following:
 - A. 2 Personal Letters of Reference – The signed letter will include the full name of the teacher, peer, coach, family member, or friend with a statement along with an accurate phone number and email address. The letter should include why you are a good candidate for the grant and how they believe it will enrich your life.
 - B. One Letter of Reference from a medical professional (doctor, physical therapist, etc.) – The letter must be on letterhead and must be signed by the medical professional.



Iron Leg considers the following criteria when evaluating each grant application:

- Commitment to the Iron-Leg mission
 - The mission of Iron-Leg is to provide prosthetics, therapy, and support to children in need.
- Explanation of the financial need and/or hardship
- Willingness of the grant applicant to act as an ambassador for Iron-Leg by “Paying it Forward”

The Foundation’s Response

We will send you an acknowledgement that your letter of inquiry was received through email, and will direct it to the appropriate staff members for review. If, as a result of the review, Iron-Leg concludes that there is no prospect of Iron-Leg funding, we will notify you promptly. Inquiries eligible for grant support will be acknowledged upon receipt at Iron-Leg; and the formal review process for eligible inquiries will begin. Grant applications are reviewed by the Board of Directors on a biannual basis, at a minimum. Applications can be submitted two times a year with the following deadlines: February 1st and August 1st

If approved for a grant, you will be required to do the following:

- Prior to Iron-Leg approving your grant application, you will have the opportunity to meet representatives from Iron-Leg during a face-to-face interview.
- Iron-Leg will forward a letter of agreement which you will be required to sign and return before the grant can be completed.
- Participate or attend a minimum of two events (including the Annual September 11th Golf Event) for one year, following your grant presentation and the annual September 11th Golf Outing for three years following the presentation. Iron-Leg will consider the equipment or prosthetic on loan to the grantee during the first year. At the end of the first year, Iron-Leg and the recipient will decide to transfer ownership permanently.
- Use your grant or prosthetic in accordance with the letter of agreement. Approved grant funds will be paid directly to the provider or vendor.
- Submit an impact statement and photo and/or video within 3 months of receiving your grant/prosthetic, as stated in the letter of agreement.
- Participate in an annual Iron-Leg survey regarding the impact of the program on your physical activity, including pictures and/or videos if applicable.

Please submit your completed grant application and mandatory documentation to via email or USPS to:

Iron-Leg
225 E Grant St, Ste 1
Lancaster, PA 17602
info@ironleg.org





Individual Grant Request Cover Sheet

REQUIRED INCOME DOCUMENTATION CHECKLIST

- _____ 1. Most recent year of Income Tax Returns (for all household members) - 1040 or 1040EZ, as filed with the Internal Revenue Service
- _____ 2a. Two most recent consecutive pay stubs (for all household wage earners), showing gross and net income (if applicable) OR
- _____ 2b. Letter of employment on company letterhead with Applicant's full name, specified salary (gross), signature of employer representative with title, contact number, and date OR
- _____ 2c. Disbursement letter from Social Security Office for annual income verification.

APPLICANT CONTACT INFORMATION

APPLICANT NAME _____

HOME ADDRESS _____

PHONE _____

EMAIL ADDRESS _____

INSURANCE PROVIDER _____



APPLICANT'S ANNUAL INCOME

INCOME _____

SUPPLEMENTAL INCOME _____

HOUSEHOLD MEMBERS' ANNUAL INCOME

MEMBER 1 INCOME _____

MEMBER 1 SUPPLEMENTAL INCOME _____

MEMBER 2 INCOME _____

MEMBER 2 SUPPLEMENTAL INCOME _____

DEPENDENT INFORMATION

DEPENDENTS
(Not already listed)

NAME

AGE

Dependent 1 _____

Dependent 2 _____

Dependent 3 _____

Dependent 4 _____

I acknowledge that the information provided is accurate and true. I authorize Iron-Leg to verify any information contained in this document for the sole purpose of assessing financial need. I understand that if my financial situation or availability of resources changes, I am required to notify Iron-Leg of the change for the purpose of being reassessed for this grant.

Signature of Applicant

Date