



MILITARY ORDER OF THE PURPLE HEART

CHARTERED BY CONGRESS

Department of Pennsylvania

OFFICE OF: Department Adjutant

6368 Manzanita Drive
Macungie, PA 18062
(610) 966-4787

12 March 2015

INDIVIDUAL EMERGENCY ASSISTANCE GRANT POLICY AND PROCEDURE

General Information:

This document includes information relating to the Military Order of the Purple Heart Department of Pennsylvania (MOPH DOP) grant policy and procedures pertaining to requests for individual grant requests. It formalizes procedures used by various chapters and includes eligibility and application requirements, and it provides an application Form.

Department Individual Emergency Assistance Grant Policy:

The purpose of our program is to provide emergency financial assistance to veterans or dependents meeting our eligibility requirements. Subject to the Department's financial capabilities, the amount will be defined by need and shall normally be limited to no more than \$1,000.

Except under special circumstances approved by the Department, neither the Department nor its chapters will provide grants directly to individuals.

Our intention is that our support be used mainly for unanticipated, one-time events beyond an individual's control for which he lacks the necessary financial resources, thereby reducing the likelihood of additional problems later. Examples are a car for transportation to work needs repairs; the furnace has stopped working; the house has burned down; the veteran cannot pay this month's rent because of a medical bill; etc.

It is not our intention to service repeated requests from a veteran which have no end in sight. The MOPH DOP will not encourage a dependent relationship. For these veterans, intensive case management is necessary. Instead, it first will seek out professional organizations which can, should, must, and will get involved with these veterans to assist in making behavioral changes in their money management skills or their employment situation.

The following are considered *caseworker organizations*. Grants will be paid only after investigation and recommendation by these organizations:

Individual Emergency Assistance Grant Policy and Procedure, 12 March 2015 (continued)

- Veterans service organizations using VA-accredited veterans service officers
- County governments through their county directors of veterans affairs and/or the its department providing social services
- Appropriate agencies or non-profit organizations specializing in homelessness, addiction treatment, unemployment, or other relief issues.

The Department of Pennsylvania will establish a standing committee (hereafter, the Committee) to review and approve grants from individual veterans or their dependents. The Committee will consist of the Department Commander, Finance Officer, and Adjutant, unless otherwise modified at Convention or by the Department Executive Committee. The Committee will have the authority to authorize the expenditure of the budgeted amount to support such grants. Additional amounts will be approved by the Finance Committee.

Eligibility:

Requests for assistance will be considered from any veteran or dependent or widow/widower, if the veteran was discharged under other than dishonorable conditions. Those still serving in the Reserve or Active Components are not eligible because they are eligible for assistance from other service organizations such as the Army Emergency Relief program, the Air Force Aid Society, or the Navy Marine Corps Relief Society; and the Commonwealth's Military Family Relief Assistance Program.

Procedure:

When a request for assistance is received from an individual, either at the chapter or the Department level:

- The individual is required to properly complete and submit the application form to a caseworker (see 'Policy' above). The chapter or Department will suggest appropriate caseworker organizations to contact (see the Policy section).
- The applicant will be directed to advise the MOPH chapter or Department where the application was submitted and to provide the necessary contact information.
- The caseworker organization is to be requested to contact the Department Committee or chapter with its determinations concerning the applicant:
 - 1) The individual is/is not qualified by income level and need
 - 2) The individual is a client

The Department or Chapter Committee will pay or reimburse the caseworker organization for an amount for the use of the applicant not to exceed the initial request for grant and not over \$1,000.

Individual Emergency Assistance Grant Policy and Procedure, 12 March 2015 (continued)

A caseworker organization on file may directly submit the application on behalf of the individual, the request being treated as if the individual had prepared it.

Manner of Funding and Accounting

If the application for grant was received by a chapter, the chapter will directly pay the caseworker organization using a portion of the Department's MOPH Service Foundation grant allotted it. It may not exceed that amount.

If the application was received directly by the Department, the Department will fund the request directly, if funds are available.

FOR THE COMMANDER:


CHARLES L. JACKSON
Adjutant

Distribution: Chapter Commanders and Finance Officers

Attachments:

MOPH DOP Individual Grant Application
List of County Directors of Veterans Affairs
Key Caseworker Organizations



Military Order of the Purple Heart
Department of Pennsylvania

Individual Grant Application

SECTION 1: PERSONAL INFORMATION

APPLICANT: See your County Director of Veterans Affairs, an Accredited Veteran Service Officer, or a non-profit/not-for-profit organization for the assistance and services you require. Please print all information clearly.

First Name: _____ Last Name: _____ MI: _____

DOB (DD/MM/YYYY): _____/_____/_____

Marital Status (circle): Single Married Divorced Separated Widowed Surviving Spouse

Are you a legal resident of Pennsylvania (check one)? YES NO (Provide photocopy proof)

Number of dependents living in Household*: _____

Full name of Dependent #1: _____ Age: _____

Full name of Dependent #2: _____ Age: _____

Full name of Dependent #3: _____ Age: _____

*If veteran has more than three (3) dependents, please attach an additional sheet with their information.

SECTION II: CONTACT INFORMATION

Street Address: _____

City: _____ State: PA County: _____ Zip: _____

Home Phone: (_____) _____ Cell: (_____) _____

Email: _____

SECTION III: MILITARY INFORMATION

Please attach a copy of your DD-214 discharge form showing category of discharge.

Branch of Service: _____ Rank: _____

Date of Entry into Service (MM/DD/YYYY): _____/_____/_____

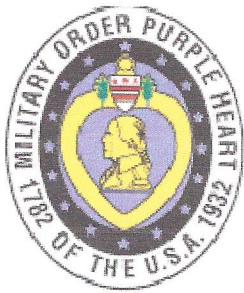
Date of Discharge (MM/DD/YYYY): _____/_____/_____

Were you discharged under other than dishonorable conditions (check one)? YES NO

Do you have a physical disability? YES NO

If YES, is it a service-connected disability (check one)? YES NO

If YES, what is your US Department of Veterans Affairs Disability Rating? _____%



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SECTION IV: FINANCIAL STATUS

Are you currently employed (check one)? YES NO

If YES, what is the name of your employer? _____

What is your total monthly employment income? \$ _____

If NO, what is your trade/profession and why are you unemployed?

What is your total monthly household income (including spouse/other)? \$ _____

Are you currently receiving federal VA Pension and/or disability benefits? YES NO

If YES, what is the monthly amount of benefits and/or pension awarded? \$ _____

Are you receiving Social Security and/or Social Security Disability Income?

If YES, what are the amounts received? \$ _____

Please input monthly expenses and attach most recent rent/mortgage, utility, car payment bills

Rent/Mortgage: \$ _____

Clothing/Laundry: \$ _____

Transportation: \$ _____

Utilities: \$ _____

Child Care: \$ _____

Credit Cards: \$ _____

Telephone: \$ _____

Car Insurance: \$ _____

Car Payment: \$ _____

Food: \$ _____

Medical: \$ _____

Other: \$ _____

Total Expenses per Month: \$ _____

SECTION V: GRANT REQUEST

Brief Description of Need. Attach a copy of the bill/invoice for which you are seeking assistance



**Military Order of the Purple Heart
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SECTION V: GRANT REQUEST: (Continued)

Have you requested any other grants/money from other agencies or organizations? YES NO

If YES, please describe to whom and for how much:

Amount Requested from Military Order of the Purple Heart: \$ _____

Signature and Authorization: By submitting this application, I authorize The Military Order of the Purple Heart to share this information with federal, state and local government organizations and officials, including my County Director of Veterans' Affairs and the Office of Veterans' Affairs and with veterans' service organizations. I hereby certify that the information submitted is true and correct to the best of my knowledge, information and belief.

Signature of Applicant: _____ Date: _____

Name, Organization, E-mail address and Signature of County Director, Veterans' Service Officer, or VA Case Worker assisting applicant:

Name: _____ E-mail: _____@_____

Organization: _____

Signature: _____ Date: _____

The Official assisting the applicant is asked to attach a summary assessment of the applicant's situation addressing the needs and resources of the applicant.

WHERE DOES THE COUNTY DIRECTOR/CASE WORKER MAIL THIS APPLICATION?

Upon completion, please return this application to the Military Order of the Purple Heart Chapter from which it was received or to Dean Clark: 786 Hartley Road

Bedford, PA 15222

If you have questions, please contact one of the representatives listed above.

SECTION VI: GRANT DECISION:

Approved Disapprove

Date: _____

Amount: \$ _____

Signed: _____

Comments:

COUNTY DIRECTORS OF VETERANS AFFAIRS

When dealing with a person seeking an individual emergency assistance grant, the MOPH person receiving the request must have proof that the need is valid, that multiple organizations are not paying for the same need ('shopping around'), and that the person is unable to provide the funding through his or her own resources.

In many if not most cases, this cannot be done by an MOPH chapter or by the Department. Our first line of support is to have the individual complete the Individual Grant Application and take it to the county director of veterans' affairs (the 'county director')) in his county. We should not only urge the individual to use the county director, we should give him or her the name and telephone number to call.

When the person requesting emergency assistance contacts the county director, we should be notified, and we should contact the county director to describe the MOPH process to his/her.

This document contains the names and contact information for the county directors in the Commonwealth. The directors' names in the list are current as of March 2015, but they serve at the pleasure of the county executive and can be changed. The addresses and telephone numbers are, however, correct regardless of whom is actually the director.

County	County Websites	Director	Address	Work Phone	Fax	E-Mail
Adams	County Website	Stan Clark	117 Baltimore St, Suite 201-A Gettysburg, PA 17325-2376	717-337-9835	717-334-2091	selank@adamscounty.us
Allegheny	County Website	Ron Conley	4141 5th Ave., 3rd Floor Pittsburgh, PA 15213-3347	412-621-4357	412-621-3522	rfoonley@county.allegheny.pa.us
Armstrong	County Website	Chuck Righi	450 E. Market St., Suite 107 Kittanning, PA 16201-1461	724-548-3441	724-548-3732	vetaffairs@co.armstrong.pa.us
Beaver	County Website	Kathy Nairn	810 Third St., Room A100 Beaver, PA 15009-2129	724-770-4452	724-728-3875	knairn@beavercountypa.gov
Bedford	County Website	Barbara Cheke	206 S. Juliana St. Bedford, PA 15522-1767	814-623-4848	814-623-7431	boheke@bedfordcountypa.org
Berks	County Website	Dale Derr	726 Cherry St. Reading PA 19602	610-378-5601	610-378-5627	dgderr@countyofberks.com
Blair	County Website	Dan McIntyre	423 Allegheny St., Suite 112 Hollidaysburg, PA 16648-2022	814-693-3160	814-693-3159	dmcintyre@blairco.org
Bradford	County Website	Gene Osmun	200 Main St., Suite 4 Towanda, PA 18848	570-265-1704	570-265-1758	boveys@bradfordco.org
Bucks	County Website	Daniel Fraley	1260 Almshouse Rd. Doylestown, PA 18901	215-345-3307	215-345-3278	dhfraley@co.bucks.pa.us
Butler	County Website	John P. Cyprian	124 W. Diamond St. Butler, PA 16003-1208	724-284-5352	724-284-1006	joyprian@co.butler.pa.us
Cambria	County Website	Tricia Shaffer	200 S. Center St. Ebensburg, PA 15931-1947	814-472-1590	814-472-1423	tschaffer@co.cambria.pa.us
Cameron	County Website	Joe Williams	107 Chestnut St. Driftwood, PA 15832	814-389-5972	814-486-3176	dwwilliams@camerontcountypa.com
Carbon	County Website	Henry Desrosiers	2 Hazard Square Jim Thorpe, PA 18229	570-325-3986	570-325-5097	henrydesrosiers@carboncounty.net
Centre	County Website	Brian Query	420 Holmes St., Suite 333 Bellefonte, PA 16823-1488	814-355-6812	814-548-1144	bquery@centrecountypa.gov
Chester	County Website	Lawrence Davidson	601 Westtown Rd., Suite 385 West Chester, PA 19382-4545	610-344-6375	610-344-4552	Ldavidson@chesco.org
Clarion	County Website	Judy Zerbe	330 Main St., Rm. 109 Clarion, PA 16214-1024	814-226-4000 x2601	814-226-4906	ceva2@co.clarion.pa.us
Clearfield	County Website	Betina Nicklas	212 East Locust St., Suite 104 Clearfield, PA 16830	814-765-2642 ext. 3010	814-765-8988	bnicklas@clearfieldco.org
Clinton	County Website	William Bechdel	311 Frederick St., Suite B Flemington, PA 17745	570-893-4339	570-893-4283	wbechdel@clintoncountypa.com
Columbia	County Website	Bridget Klinger	11 West Main Street Bloomsburg, PA 17815	570-387-6501 option #2	570-387-6502	bklinger@columbiapa.org
Crawford	County Website	Richard Kramkota	900 Water St., Suite 2 Meadville, PA 16335	814-333-7314	814-337-5623	rkrankota@co.crawford.pa.us
Cumberland	County Website	Neal J Delisanti	18 N. Hanover St., Suite 103 Carlisle, PA 17013-3079	717-240-6178	717-240-6570	ndelisanti@ccpa.net
Dauphin	County Website	Tony DiFrancesco	2 South 2nd St. Harrisburg, PA 17108-1295	717-780-6356	717-780-6330	tdifrancesco@dauphinco.org
Delaware	County Website	William A. Lovejoy	Govt. Center Bldg. 201 W. Front St. Media, PA 19063-2708	610-891-4646	610-891-8749	lovejoyw@co.delaware.pa.us

County	County Websites	Director	Address	Work Phone	Fax	E-Mail
Elk	County Website	Leslie Neal	300 Center St., P.O. Box 448 Ridgway, PA 15853-1007	814-776-5370	814-776-5559	lneal@countyofelkpa.com
Erie	County Website	Cherise Gibbs Pope	140 W. 6th St., Room 101 Erie, PA 16501-1029	814-451-6265	814-451-7477	egibbs@eriecounty.gov.org
Fayette	County Website	Madonna Nicklow	22 E. Main St. Uniontown, PA 15401	724-430-1241	724-430-1427	mnicklow@fayettepa.org
Forest	County Website	Basil Huffman	526 Elm St., Box 3 Tionesta, PA 16353	814-755-3404	814-755-8837	bhuffman@co.forest.pa.us
Franklin	County Website	Justin Slep	425 Franklin Farm Ln. Chambersburg, PA 17202	717-263-4326	717-263-1905	jdslep@franklincountypa.gov
Fulton	County Website	Edward Stenger	116 W. Market St. McConnellsburg, PA 17233	717-485-6873	717-485-9411	veterans@co.fulton.pa.us
Greene	County Website	Dalene Watson	22 West High St., Suite 100 Waynesburg, PA 15370	724-852-5275	724-852-5307	dwatson@co.greene.pa.us
Huntingdon	County Website	Stephen R. Lane	Court House 205 Penn St., Suite 2 Huntingdon, PA 16652-1457	814-643-1360	814-643-8152	NONE
Indiana	County Website	Brenda Stormer	Court House, 825 Philadelphia St. Indiana, PA 15701-3934	724-465-3815	724-465-3991	bstormer@countyofindiana.org
Jefferson	County Website	Rich Bruno	155 Main St, 2d Fl. Brookville, PA 15825-1269	814-849-3618	814-849-4084	rbruno@jeffersoncountypa.com
Juniata	County Website	Daniel Dreese	P.O. Box 68 Mifflintown, PA 17059-0068	717-436-7728	717-436-7769	ddreese@juniataco.org
Lackawanna	County Website	Robert Tuffy	507 Linden St, 3d Fl. Scranton, PA 18503-1602	570-963-6778	570-963-6418	TuffyR@lackawannacounty.org
Lancaster	County Website	Daniel Tooth	150 N. Queen St., Suite 103 Lancaster, PA 17603-3562	717-299-7920	717-209-3077	dtooth@co.lancaster.pa.us
Lawrence	County Website	Shirley Noga	430 Court St. New Castle, PA 16101-3593	724-656-2180	724-656-2447	snoga@co.lawrence.pa.us
Lebanon	County Website	Robert Kale	400 S. 8th St., Room 106 Lebanon, PA 17042-6794	717-228-4422	717-270-6479	rkale@lebentny.org
Lehigh	County Website	Thomas Applebach	17 S. 7th St. Allentown, PA 18101-2400	610-782-3295	610-820-2026	thomasapplebach@lehighcounty.org
Luzerne	County Website	Jim Spagnola	77 Water Street Wilkes-Barre, PA 18711	570-706-3960	570-706-3969	james.spagnola@luzernecounty.org
Lycoming	County Website	George W. Heiges	330 Pine St., 4th Floor Williamsport, PA 17701-6514	570-327-2365	570-320-8148	gheiges@lycoo.org
McKean	County Website	Matt Windsor	500 W. Main St. Smethport, PA 16749-1149	814-887-3241	814-887-3101	mswindsor@mckeancountypa.org
Mercer	County Website	Larry Scheetz	14 Court House Mercer, PA 16137-0112	724-662-7511	724-662-7512	lscheetz@mcc.co.mercer.pa.us
Mifflin	County Website	Christine DeArment	20 N. Wayne St. Lewisport, PA 17044-1770	717-248-6421	717-248-2527	cdearment@co.mifflin.pa.us
Monroe	County Website	Lisa Kaye	1 Quaker Plaza, Rm. 101 Stroudsburg, PA 18360-1246	570-517-3187	570-517-3188	lkaye@monroecountypa.gov
Montgomery	County Website	Sean Halboom	1430 DeKalb St. Norristown, PA 19404-0311	610-278-3285	610-278-5935	shalboom@montcopa.org

County	County Websites	Director	Address	Work Phone	Fax	E-Mail
Montour	County Website	Doug Resseguie	114 Woodbine Lane, Suite 105 Danville, PA 17821-8120	570-271-3061	570-271-3033	vetaff@montourco.org
Northampton	County Website	Freddie Ramirez	2801 Emrick Blvd. Bethlehem, PA 18020	610-829-4877	610-829-2418	framirez@northamptoncounty.org
Northumberland	County Website	Belinda Albright	399 S 5th St. Sunbury, PA 17801	570-988-4213	570-495-4683	belinda.albright@norrycopa.net
Perry	County Website	Lynn Van Leaven	25 West Main Street New Bloomfield, PA 17068	717-582-2131 (Main Courthouse #)	717-582-5134	lvanleaven@perryco.org
Philadelphia	County Website	Scott Brown	City Hall Room 127 Philadelphia, PA 19101	215-686-3256	215-563-3162	Scott.c.brown@phila.gov
Pike	County Website	Pierce J. Bunce	514 Broad St. Milford, PA 18337-1596	570-296-3563	570-296-3410	vetaffairs@pikepa.org
Potter	County Website	Will Worthington	One North Main St. Coudersport, PA 16915	814-274-8290 x210	814-274-8307	wworthington@pottercountypa.net
Schuylkill	County Website	Brenda Zechman	401 N. 2nd St. Pottsville, PA 17901-1756	570-628-1400	570-628-1429	bzechman@co.schuylkill.pa.us
Snyder	County Website	Roger L. Snook	9 W. Market St., P.O. Box 217 Middleburg, PA 17842-0217	570-837-4277	570-837-4282	rsnook@snydercounty.org
Somerset	County Website	Daniel Kinsella	300 N. Center Ave., Suite 380 Somerset, PA 15501-1497	814-445-1551	814-445-1446	kinsellad@co.somerset.pa.us
Sullivan	County Website	Mark Roimick	245 Muncy St., P.O. Box 157 LaPorte, PA 18626-0157	570-946-7677	570-946-4421	mroimick@sullivancounty-pa.us
Susquehanna	County Website	Matt Fischer	81 Public Ave., P.O. Box 218 Montrose, PA 18801-1219	570-278-4600 x261	570-278-9268	mfischer@suscoco.com
Tioga	County Website	Tim Cleveland	118 Main St. Wellsboro, PA 16901-1444	570-723-8141	570-724-6819	toleveland@tiogacountypa.us
Union	County Website	J. D. Kerstetter	155 North 15th St. Lewisburg, PA 17837	570-524-8676	570-524-8635	jkerstetter@unionco.org
Venango	County Website	Richard Mulholland	1 Dale Ave. Franklin, PA 16323	814-432-9780	814-437-2338	rmulholland@co.venango.pa.us
Warren	County Website	Edgar Burris	204 Fourth Ave. Warren, PA 16365-2399	814-728-3478	814-728-3480	eburris@warren-county.net
Washington	County Website	Barry Grimm	100 W. Beau St., Suite 703 Washington, PA 15301-4432	724-228-6865	724-228-6872	grimmbar@co.washington.pa.us
Wayne	County Website	Joe McDonnell	925 Court St. Honesdale, PA 18436	570-253-5970 x3114	570-253-7278	jmcdonnell@co.wayne.pa.us
Westmoreland	County Website	Matthew Zamosky	2 N. Main St., Suite 502 Greensburg, PA 15601-2405	724-830-3530	724-830-3010	mzamosky@co.westmoreland.pa.us
Wyoming	County Website	Jack Hubert	1 Courthouse Square Tunkhannock, PA 18657	570-996-2258	570-836-7244	jhubert@wycopa.org
York	County Website	Phillip Palandro	100 W. Market St. York, PA 17401-1332	717-771-9218	717-771-4617	PAPalandro@yorkcountypa.gov

KEY CASEWORKER ORGANIZATIONS

The MOPH Department of Pennsylvania's preferred organization for use in verifying need and ability to self-fund declared emergency assistance requirements is the County Director of Veterans Affairs, but if the individual seeking emergency assistance is unwilling to contact the County Director of Veteran Affairs, other organizations exist to service specialized needs.

Many of these organizations have regional offices and listing them here would be confusing. Rather, a person needing assistance can call a phone number and have his need targeted to a specific organization. This program is "2-1-1," and it is powered by the United Way. The person requesting emergency assistance contacting us can be given their number, but that person has to be told to report the results of his/her call to us or we cannot follow-up.

The person requesting assistance should complete the Individual Grant Application and provide it to whomever the 2-1-1 refers him/her to.

What is 2-1-1

- Easy-to-remember telephone number that connects people with important community services and volunteer opportunities
- Fast, efficient, one-call access to community resources
- Easy way to find or give help
- For social services what 9-1-1 is for emergency services
- Proven system with national standards

Imagine a solution

I can't pay my rent


I'm worried about my mom

I want to kill myself

I need childcare

I want to volunteer

2-1-1,
how can
I help you?

PENNSYLVANIA 
2-1-1™
Powered by United Way

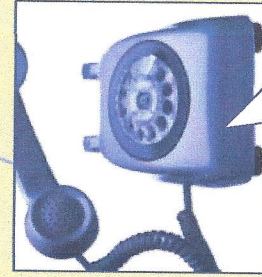
Yes, I can connect
you with someone
who can help....



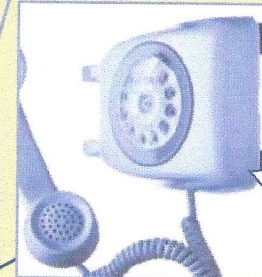
Housing
Programs



Children's
Centers



Aging
Services



Crisis
Hotline



Volunteer
Center

2-1-1: Provides assistance and information

- Calls typically last 3-5 minutes
- Our Information and Referral Specialists:
 - Help the callers **tell their story**, understand and prioritize their needs
 - Identify and offer them **appropriate resources**
 - Provide **advocacy** for those needing extra support accessing services
 - **Follow up** with callers who may need more assistance

Our goal is to empower individuals to be their own advocates

Types of services 2-1-1 can provide

- **Basic Human Needs**
- **Disaster Recovery Assistance**
- **Employment Services**
- **Military Family and Veterans Benefits**
- **Physical and Mental Health Resources**
- **Support for Children, Youth and Families**
- **Support for Seniors and Persons with Disabilities**
- **Volunteer Opportunities and Donations**

