



The CTA Disaster Relief Fund is a separate, special fund for members of CTA through voluntary contributions from CTA members, and through CTA fundraising drives throughout the year. The fund, administered by CTA Member Benefits Department, is endowed to provide financial assistance to CTA members who have experienced significant losses due to natural or other disasters in California.

To best serve CTA members, The Disaster Relief Fund provides four different grants (summarized below). Please refer to the qualification criteria and verification requirements for each grant you are applying for.

### Standard Grant

Qualifying applicants may receive a **Standard Grant of up to \$1,500.**

The following eligibility requirements apply:

1. Currently enrolled as a CTA Active, Student, or CTA-R member in good standing, and
  - A. A resident in any city or county **declared by the State of California** to have been subject to a natural disaster, or
  - B. A resident of a dwelling **declared unsafe to occupy by City or County officials** due to a disaster, with such declaration free of negligence on the part of the member.
2. In addition to satisfying the above requirements, qualifications based on need must also be met. The local chapter of which the applicant is a member verifies the existing condition to determine if the qualifications have been satisfied.
  - A. The member has suffered significant economic hardship related to the impaired occupancy of the member's primary residence due to any one of the following conditions as a result of the disaster:
    - i. Residence condemned by the City or County;
    - ii. City, County, or insurance **adjuster's written estimate of damage exceeds 10% of replacement cost** of the residence; or
    - iii. Access to the residence **prohibited by the City or County for at least 30 days.**

### OR

- B. The member has suffered significant economic hardship related to the impaired use of the member's primary residence due to two or more of the following:
  - i. Required utilities (**gas, electricity or water**) not restored for at least 15 days;
  - ii. Access to residence **prohibited by City or County for at least 15 days;**
  - iii. City, County, or insurance **adjuster's written estimate of damages exceeds 5% of replacement cost** of residence or
  - iv. Extenuating circumstances related to the disaster causing significant economic hardship as deemed by the local association.

### Catastrophic Damage Grant

Qualifying applicants may receive a **Catastrophic Damage Grant of up to \$1,500.**

The following eligibility requirements apply:

- Qualified and approved for a CTA Disaster Relief Fund Standard Grant of \$1,500, and;
- Damages to the member's primary residence exceed \$50,000, and;
- Substantiation of **damages exceeding \$50,000** provided, and verified by the member's local chapter.



### **Temporary Displacement Grant**

Qualifying applicants may receive a **Temporary Displacement Grant of up to \$500.**

The Temporary Displacement Grant exists to provide limited financial assistance for members who are displaced from their primary residence as a result of a disaster, but do not qualify for a Standard Grant. The following eligibility requirements apply:

1. Currently enrolled as a CTA Active, Student, or CTA-R member in good standing, and;
  - A. A resident in any city or county declared by the State of California to have been subject to a natural disaster, or;
  - B. A resident of a dwelling declared unsafe to occupy by City or County officials due to a disaster, with such declaration free of negligence on the part of the member;

**And:**

2. The member has suffered economic hardship as a result of the impaired use of the member's primary residence, and;
  - A. Access to residence is **prohibited, under mandatory evacuation by City or County for 5 days, and**;
  - B. Substantiation of losses stemming from displacement caused by the disaster are provided, and verified by the member's local chapter;

**And:**

3. The member does not meet the requirement to receive a Standard Grant.

### **School Site Grant**

**\$500 Per Classroom Member Grant.** The School Site Grant exists to provide limited financial assistance in instances where a CTA member has experienced personal losses at their school site damaged due to natural and other disasters. The following eligibility requirements apply:

- A. Currently enrolled as a CTA Active, Student, or CTA-R member in good standing, and;
- B. Working in a classroom/**school site** damaged by a natural or other disaster, and;
- C. Substantiation of losses stemming from damages caused by the disaster are provided, and verified by the member's local chapter

*CTA Disaster Relief Fund Grant application can be found at [CTAMemberBenefits.org/drfs](http://CTAMemberBenefits.org/drfs). If you have any questions, contact CTA Member Benefits Department at (650) 552-5200.*



# DISASTER RELIEF FUND Application for Grant



## Personal Information

CTA MEMBER ID#: \_\_\_\_\_ DATE OF LOSS: \_\_\_\_\_  
(Date of displacement)  
 FIRST NAME: \_\_\_\_\_ LAST NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_  
 ZIP: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
 PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

## Employment Information

SCHOOL DISTRICT: \_\_\_\_\_ DATE OF HIRE: \_\_\_\_\_  
 POSITION JOB TITLE: \_\_\_\_\_ BUILDING/SITE: \_\_\_\_\_

## Local Information

LOCAL CHAPTER: \_\_\_\_\_  
 ASSOCIATION LEADER OR CTA PRIMARY CONTACT STAFF (PCS): \_\_\_\_\_  
 PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

*If you do not know your local chapter name, local president, CTA PCS or other, please contact CTA Membership Department at (650) 552-5278 for information. If you have questions about Grant eligibility or questions about the Disaster Relief Fund, please contact CTA Member Benefits Department at (650) 552-5200.*

## Grant Request Information and Qualification (Please check all that apply)

\$ \_\_\_\_\_ **Standard Grant** - Please provide amount requested (up to \$1,500) of your significant economic hardship.

Damage exceeds 5% of replacement cost (insurance adjuster's written estimate required)  
 Access to residence prohibited for 15 days by the City or County **Start** \_\_\_/\_\_\_/\_\_\_ **End** \_\_\_/\_\_\_/\_\_\_  
 No utilities (gas, electricity or water) for at least 15 days? **Start** \_\_\_/\_\_\_/\_\_\_ **End** \_\_\_/\_\_\_/\_\_\_

\$ \_\_\_\_\_ **Catastrophic Damage Grant** - Please provide amount requested (up to \$1,500) of your significant economic hardship. Attach substantiation of damages in excess of \$50,000. If you experienced a total loss of your primary residence, please include with this application a picture or evidence to substantiate loss once determined. Note: Qualification and approval for the Standard Grant is one of the requirements for consideration of the Catastrophic Damage Grant. Application for the Standard and Catastrophic Grants may be made concurrently.

Damage exceeds \$50,000 (insurance adjuster's written estimate required)  
 Total loss of residence (proof required)

\$ \_\_\_\_\_ **Temporary Displacement Grant** - Please provide amount requested (up to \$500). Application for Temporary Displacement Grant, and Standard and/or Catastrophic Grants may NOT be made concurrently.

Mandatory evacuation **Start** \_\_\_/\_\_\_/\_\_\_ **End** \_\_\_/\_\_\_/\_\_\_

\$ \_\_\_\_\_ **School Site Grant** - Please provide amount requested (up to \$500). This Grant is to help a CTA member who has experienced personal losses at their damaged school site. (Itemized list of personal losses in classroom or school site stemming from damages caused by a disaster required)



# DISASTER RELIEF FUND Application for Grant



## Attachments

Describe the disaster and your loss and/or economic hardship and attach to your application. Also, attach documentation to substantiate the amount of damage or loss. For temporary displacement, attach substantiation of your costs during displacement and dates. For damages to your school site, attach substantiation of the cost of personal materials lost.

## Applicant

I further understand that I will be responsible for any federal, state or local tax liability that may be associated with the grant upon approval and acceptance. Please contact the CTA Member Benefits Department if you do not receive a confirmation of receipt within 7 business days.

APPLICANTS SIGNATURE:

DATE: \_\_\_/\_\_\_/\_\_\_

PAYMENT ADDRESS:

*(If none, please use your local CTA office or local chapter address to pick up your check.)*

**Once completed, please retain a copy and send to CTA Member Benefits Department, 1705 Murchison Drive, Burlingame, CA 94010, fax to (650) 552-5014 or email to member\_benefits@cta.org. For questions, please call (650) 552-5200. Please contact the CTA Member Benefits Department if you do not receive a confirmation of receipt within 7 business days.**

## FOR CTA MEMBER BENEFITS DEPARTMENT USE ONLY

### Qualification *(To be completed by CTA Member Benefits Department)*

CTA Member Benefits Department has investigated the needs and qualifications of the Applicant and we recommend that the grant(s) requested be:

**Approved      Denied**

CTA Member Benefits Department has verified that the local association deems member has experienced extenuating circumstances related to the disaster causing significant economic hardship

**Yes      No      Does not apply**

DATE: \_\_\_/\_\_\_/\_\_\_

### CTA Member Benefits Department Approval

We have investigated the needs and qualifications of the Applicant and we recommend that the grant(s) requested be:

**Approved      Denied**

NAME:

TITLE:

SIGNATURE:

DATE: \_\_\_/\_\_\_/\_\_\_

## Notes

