

September, 2020



Canton Parents and Guardians,

**2020 PROGRAM CHANGES:** Due to the uncertainty of Coronavirus COVID-19 shut downs in our community this fall, the Canton Goodfellows Board has decided to change our program this year, in order to ensure everyone's safety.

- We will not be having community members sponsor and shop for toys and clothes for the children this year, as we have in the past.
- Instead, we will be giving our approved families gift cards, which parents can then use to shop for clothes and toys for their children.
- We have not yet determined the types of cards nor the amounts on those gift cards. We will determine that after we see how much we receive in monetary donations throughout the fall.
- Families will still receive a box of food, a gift card for food, and books for their children.
- **Denial post cards** will be sent out as soon as we analyze the paperwork, so that parents can apply elsewhere. **Approval post cards** won't be sent out as early as before, so that we have more time to collect monetary donations from the community.

If your family is in need of Christmas and food assistance this holiday season and you have children up to age 18, the Canton Goodfellows are here to offer our help. (We only help children, not adults.) We assist Canton families, without regard to race or religion, who meet the following guidelines.

**APPLICATION GUIDELINES:** 1) You must live in Canton. 2) Your children must live with you. 3) Your family must meet the income guidelines for a family of your size (we utilize the current year's Michigan Department of Health and Human Services Emergency Relief guidelines as a point of reference). 4) Your application, including proof of all of the requirements, must be postmarked by **October 16, 2020** and approved by our committee.

**APPLICATION INFORMATION:**

- Applications WILL NOT be supplied through the schools.
- They will be available beginning **September 18, 2020**.
  - 1) **If the Canton Clerk's Office (Administration Building) is open in September**, you can pick-up an Application Packet there. The Canton Library will not be having Application Packets this year, but you can print an Application Packet from their website: **cantonpl.org**
  - 2) You can PRINT an Application Packet from our website: **cantongoodfellows.org** or contact us at **cantongoodfellows@gmail.com**
- The Application Packet will contain: a copy of this letter, the Application Instructions, an Application, and a List of Children Form.
- **Please fill out each page completely, following the instructions in your packet.** All family information supplied to us will remain confidential and will be shredded upon the campaign completion.
- **DO NOT DROP OFF YOUR APPLICATION AT THE CANTON ADMINISTRATION BUILDING OR THE CANTON LIBRARY. APPLICATIONS MUST BE MAILED TO THE P.O. Box # LOCATED IN YOUR PACKET.**

- **APPLICATIONS MUST BE POSTMARKED BY OCTOBER 16, 2020.** Envelopes postmarked after this date WILL NOT be considered.
- **With so much up in the air due to the Coronavirus and our program change, we recommend that you not wait to get your application in.**
- **Applications will be analyzed on a first come, first served basis, until our limit is met.**

All families who meet the postmarked deadline can expect to receive a verification post card by **November 1, 2020** indicating if your family **will or will not** receive Canton Goodfellows assistance. **All decisions are final.** Approved families will pick up their packages on a **Saturday in early December at the Canton Administration Building.** All pick-up information will be listed on your approval post card.

Sincerely,

Canton Goodfellows

**CONTACTS:** cantongoodfellows@gmail.com or 734-664-1044

**WEBSITE:** cantongoodfellows.org

# 2020 CANTON GOODFELLOWS APPLICATION INSTRUCTIONS

## PART 1 - DOCUMENTS AS PROOF

- Complete **CANTON GOODFELLOWS APPLICATION for CHRISTMAS ASSISTANCE** - Please print clearly.
- We require proof that: 1) You live in Canton, 2) Your children live with you, and 3) Proof of ALL family income, including spouse/partner.
- Below each requirement is a list of acceptable documents as proof. For INCOME & ASSISTANCE, check all that apply and attach proof for each.
- Attach COPIES of documents - NOT ORIGINALS. Documents will not be returned. They will be shredded at the completion of our campaign.
- Sign and date at the bottom of the page.

## PART 2 - LIST of CHILDREN FORM

- Complete 2020 CANTON GOODFELLOWS CHILDREN LIST FORM - Please print clearly.
- Fill in family information at the top of the page
- Fill in a section for each child ages birth through 18yrs old - write in all of the information asked for

## PART 3 - CHECKLIST TO MAKE SURE YOU'VE DONE & INCLUDED EVERYTHING

**This checklist is for your use only. DO NOT SEND THIS SHEET IN WITH YOUR APPLICATION.**

- Completed the **CANTON GOODFELLOWS APPLICATION for CHRISTMAS ASSISTANCE**
- Attached all documentation that proves that:  You live in Canton,  Your children live with you,  Proof of ALL household income
- Signed and dated the bottom of the application
- Completed the **CANTON GOODFELLOWS LIST of CHILDREN FORM**

## PART 4 - MAILING THE APPLICATION

- **All completed forms & documents must be mailed to the Canton Goodfellows.**
- **Do not drop off applications at the Canton Administration Building or Library.**
- **Applications must be POSTMARKED BY OCTOBER 16<sup>th</sup>. Late postmarks will not be processed.**
- **Mail your application to:** Canton Goodfellows      P.O Box 87532      Canton, MI 48187-0532

**IMPORTANT NOTE:** We share our Approved Families List with local churches and the Salvation Army, to ensure that families do not get assistance from more than one agency.

(Print Clearly)

2020 CANTON GOODFELLOWS APPLICATION FOR CHRISTMAS ASSISTANCE

Parent/Guardian LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_ # of Children 18 & Under \_\_\_\_

Spouse/Partner LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_ OR  Not Applicable

REQUIRED DOCUMENTS AS PROOF OF RESIDENCE & INCOME

<u>FAMILY LIVES IN CANTON</u> (Check <b>ONE</b> box below & attach documentation)	<u>ALL CHILDREN LIVE WITH YOU</u> (Check boxes below as necessary for <b>ALL CHILDREN</b> (birth - 18 years) & attach documentation)	<u>PARENT/GUARDIAN INCOME &amp; ASSISTANCE</u> (Check all boxes below that apply & attach documentation)	<u>ADULT #2 (if applicable) INCOME &amp; ASSISTANCE</u> (Check all boxes below that apply & attach documentation )
<input type="checkbox"/> CURRENT YEAR State of MI Dept of Human Services Letter with Canton address on it	<input type="checkbox"/> CURRENT YEAR State of MI Dept of Human Services Letter with children's names listed	<input type="checkbox"/> CURRENT YEAR State of MI Dept of Human Services Letter ( <b>Pg 1 through MONTHLY INCOME page</b> )	<input type="checkbox"/> CURRENT YEAR State of MI Dept of Human Services Letter ( <b>Pg 1 through MONTHLY INCOME page</b> )
<input type="checkbox"/> Driver's License or State ID (copy back if address has changed)	<input type="checkbox"/> Custody or Guardianship Papers	<input type="checkbox"/> Current Pay Stub with Year to Date Earnings	<input type="checkbox"/> Current Pay Stub with Year to Date Earnings
<input type="checkbox"/> Rental Agreement OR Tax Bill with Canton address on it	<input type="checkbox"/> Rental Agreement with children's names listed	<input type="checkbox"/> Social Security Insurance / Social Security Disability Paperwork - ADULT #1	<input type="checkbox"/> Social Security Insurance / Social Security Disability Paperwork - ADULT #2
<input type="checkbox"/> Utility Bill with Canton address on it	<input type="checkbox"/> Children's School Student Demographics Page (MI Star, Zangle, etc) OR Current Report Cards	<input type="checkbox"/> Social Security Insurance / Social Security Disability Paperwork - CHILD	<input type="checkbox"/> Social Security Insurance / Social Security Disability Paperwork - CHILD
	<input type="checkbox"/> Current year's Free or/Reduced Lunch Letter from your children's schools, with children's names listed	<input type="checkbox"/> Self Employed - supply a list of <u>Current</u> Year to Date Income proof	<input type="checkbox"/> Self Employed – supply a list of <u>Current</u> Year to Date Income proof
		<input type="checkbox"/> Unemployment - supply proof	<input type="checkbox"/> Unemployment - supply proof
		<input type="checkbox"/> Pension - supply proof	<input type="checkbox"/> Pension - supply proof
		<input type="checkbox"/> Alimony - supply proof	<input type="checkbox"/> Alimony - supply proof
		<input type="checkbox"/> Child Support / Foster Care Subsidy - supply proof	<input type="checkbox"/> Child Support / Foster Care Subsidy - supply proof
	<input type="checkbox"/> <b>OTHER DOCUMENT</b> verifying that your children live with you (list):	<input type="checkbox"/> Food Assistance <b>NOTE: A copy of a Bridge Card is NOT proof of food assistance</b>	<input type="checkbox"/> Food Assistance <b>NOTE: A copy of a Bridge Card is NOT proof of food assistance</b>

I certify that the information that I have provided is current and I understand that my name will be shared with other local assistance organizations. SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Please PRINT clearly

2020 CANTON GOODFELLOWS LIST of CHILDREN FORM

PARENT/GUARDIAN LAST NAME:	FIRST NAME:
SPOUSE/PARTNER LAST NAME:	FIRST NAME:
HOME PHONE:	CELL PHONE:

SPECIAL FAMILY CIRCUMSTANCES ►  
(include a letter if necessary)

Child A	Name:	Circle: BOY GIRL	Birthdate:	Age (in December):
	School:	List Disabilities, if any:		
Child B	Name:	Circle: BOY GIRL	Birthdate:	Age (in December):
	School:	List Disabilities, if any:		
Child C	Name:	Circle: BOY GIRL	Birthdate:	Age (in December):
	School:	List Disabilities, if any:		
Child D	Name:	Circle: BOY GIRL	Birthdate:	Age (in December):
	School:	List Disabilities, if any:		
Child E	Name:	Circle: BOY GIRL	Birthdate:	Age (in December):
	School:	List Disabilities, if any:		
Child F	Name:	Circle: BOY GIRL	Birthdate:	Age (in December):
	School:	List Disabilities, if any:		
Child G	Name:	Circle: BOY GIRL	Birthdate:	Age (in December):
	School:	List Disabilities, if any:		
Child H	Name:	Circle: BOY GIRL	Birthdate:	Age (in December):
	School:	List Disabilities, if any:		