

Redwood Coast Regional Center

Serving Del Norte, Humboldt, Lake and Mendocino Counties
Respecting Choice in the Redwood Community

TWO IMPORTANT NOTICES

Notice of RCRC Whistleblower Policy

Both the Redwood Coast Regional Center and the Department of Developmental Disabilities have established whistleblower policies to ensure that clients, families, service providers, agencies, community members, and regional center staff can in good faith, report suspicions, concerns, or evidence of illegal, unethical or other inappropriate activity without fear of retaliation. A complete copy of the policy including how to file a complaint, may be accessed on our website (<http://redwoodcoastrc.org/transparency/rcrc-policies>) or requested from your service coordinator.

Notice of Client Benefit Fund

The Client Benefit Fund is a fund of money which has been donated to the Regional Center and is administered by the Regional Center's Board of Directors in order to provide specific benefits to Regional Center clients. Following is a summary of the policies and procedures for applying for a grant from the Client Benefit Fund.

1. All clients can access a Grant Request Form from the Client Advocates at either the Eureka or the Ukiah office, from the RCRC web site, or from their Service Coordinator.
2. There are **ONLY TWO OPEN APPLICATION MONTHS PER YEAR, FEBRUARY AND JUNE**. The Board's Client Benefit Fund Committee will accept grant requests only during these two months. Reminder notices of the open application months are on the RCRC website.
3. Grant Request Forms are to be completed by the client and can utilize the help of the Client Advocate or their Service Coordinator.
4. Completed Grant Request Forms should be returned to the RCRC Executive Assistant, who will forward the request to the Board's Client Benefit Fund Committee. The Grant Request form has printed instructions on how to process the request.
5. Applicants will be notified of the determination of the Board within one month of the end of the application cycle.
6. The purpose of the grants is to improve the lives of RCRC clients through small, individual grants for needs that cannot be met through any other existing program or agency. The pursuit of other funding must be documented on the Grant Request Form. The MAXIMUM AMOUNT OF A GRANT IS \$400.00, and the hope is to give four grants per application cycle.
7. This is NOT an emergency access fund. There are other possible RCRC options for true emergencies that can be accessed by clients' Service Coordinators.
8. This is NOT a fund to provide vacation money to clients.
9. All grants must be approved in advance of the expense, no monies will be reimbursed.
10. For more detailed information, the complete Board policy as approved by the Board March 3, 2010 is available on the RCRC website. For those without web access, a copy of the Policy will be mailed upon request, through the Client Advocates.