

STERLING NEIGHBOR TO NEIGHBOR FUND GUIDELINES

Revised March, 2021

1. The Sterling Neighbor to Neighbor Fund has been established to assist Sterling individuals, families and households experiencing difficult economic circumstances.
2. Only those applicants whose sole residence has been in the Town of Sterling for a minimum of one year will be eligible for assistance.
3. No applicant may receive assistance from the Fund more than twice and the same applicant may not receive assistance twice within a period of six months. The single disbursement limit is \$1500. and the maximum amount of financial assistance that any applicant may receive from the Fund is \$3000.
4. A Neighbor to Neighbor Fund Committee will administer the Fund in cooperation with the Friends of the Sterling Seniors, Inc. (FOSS). The Fund Committee will be comprised of members selected by FOSS and all members of the Committee will be appointed on an annual basis. The Committee will select one member to serve as the Fund's community representative.
5. The community representative will receive all applications for assistance, investigate the circumstances of each application and report his/her findings to the other members of the Fund Committee.
6. The Fund Committee will meet or communicate as necessary to determine whether and to what extent an application will be approved. Approval will require a unanimous vote of the Fund Committee. Disbursements will be made to qualified creditors of the applicant, and not directly to the applicant. Disbursements will be limited to essential living expenses of the applicant as determined by the Fund Committee and eligibility for assistance will be at the sole discretion of the Fund Committee.
- 7.. These guidelines may be amended by a unanimous vote of the Fund Committee at any time.