



Vietnam Veterans of America Chapter 392, Portland Metro
7600 S E Johnson Creek Blvd - Portland, OR 97206

ASSISTANCE REQUEST

This form is to be used by veterans or widows of veterans requesting financial assistance from Chapter 392. Please read our policy and procedures on the back before submitting this request.

PLEASE PRINT

Requestor Name: _____

Address: _____

City, State, Zip _____

Phone: _____ E mail Address: _____

Veteran Dates Served: _____ VVA 392 Member Widow of Veteran

REASON FOR REQUEST: Attach additional documentation to this form

Amount Requested: \$ _____ Type of Request: Donation Loan

Requestor Signature _____ Date: _____

IF APPROVED, make check payable to:

Payee Name: _____

Address: _____

City, State, Zip _____

#

Reviewed by: _____ Date: _____

Recommended Action: Approve Decline

If declined, state reason: _____

Approving Officer: _____ Date: _____ Position: _____



Vietnam Veterans of America Chapter 392, Portland Metro

Veteran Assistance Policies and Procedures

VVA Chapter 392 has limited funds available to assist veterans and widows in times of need. Our philosophy is to give veterans a “Hand Up”, not a “Handout.”

Who is eligible?

All Veterans and widows/widowers of Veterans living in the greater Portland tri-county area are eligible for assistance. Consideration can also be given to out-of-area requests.

Approval Limits

Chapter 392 can provide assistance up to \$500 per request as long as our budgeted funds are available. Requests over \$500 must be presented to the membership for approval.

What is covered?

Property taxes or insurance, vehicle insurance, HOA dues, refinance charges, vehicle breakdowns (is the vehicle worth fixing), childcare, child, or spousal support, and rental fees.

What is not covered?

Bail Bonds, parking or any vehicle violation (including violation towing fees), court fines or lawyer fees incurred, bank fees from overdrafts, and individual property desires.

How often can I apply? Assistance is generally granted on a one-time basis for a specific reason.

Grant or Loan: Applications should indicate if the request is for a grant or a loan. If the applicant intends to pay back the amount requested, no service or interest charges will be applied.

How is the payment issued?

A check will be written payable to the agency or service provider identified in the application. No payment can be made payable directly to the requesting party.

Documentation

All applicants must submit an assistance request form and attach an original billing invoice or estimate, no photocopies are acceptable. No award will be made without documentation establishing the correct amount needed.