



## **GRANT GUIDELINES**

Marisa's Mission, Inc. ("Marisa's Mission") is a 501(c)(3) non-profit organization dedicated to making a difference in the lives of cancer patients and their families. Marisa's Mission has five (5) programs that offer grants to qualified recipients: (1) the Travel/Lodging Grant Program; (2) the Care Grant Program; (3) the Home Assistance Grant Program; (4) the Trip/Event Grant Program; and (5) the Medical Research Grant Program. Marisa's Mission's Board of Directors sets the eligibility criteria for each Program, reserves the right to change its Programs at any time and has final determination in all cases.

The Board of Directors meets monthly to review applications and determine grants, except for the months of April and May. **Completed applications must be received by the first (1<sup>st</sup>) of the month in order to be considered in the same month.** Applications received during the months of April and May will be reviewed at the June Board of Directors meeting.

Please carefully review the below Grant Guidelines to ensure eligibility prior to submitting an application.

### **ELIGIBILITY CRITERIA FOR ALL PROGRAMS (EXCEPT MEDICAL RESEARCH GRANTS)**

- Applicant must be residing in Massachusetts and be a United States citizen or legal resident.
- For Travel/Lodging , Care and Home Assistance Grant Applications, Applicant must have a life-threatening cancer diagnosis and be receiving active treatment for cancer.
- For Trip/Event Grant Applications, Applicant must have a terminal cancer diagnosis as determined by a physician.
- Applicant must be fifty-five (55) years of age or younger.
- Applicant must provide a signed copy of all pages of their most recent federal income tax return or other proof of annual income (e.g., SSI, disability statement).
- A Monthly Budget form must be submitted with all applications.
- Billing statements/vendor information must be submitted with all applications as Marisa's Mission will pay grant funds directly to vendors.
- A signed Physician Verification form must be submitted with all applications.
- A copy of the Applicant's valid government-issued form of identification must be submitted with all applications.
- A personal photograph of the Applicant must be submitted with all applications.
- Applicants may apply for more than one type of Grant Program, but Applicants may only receive one (1) Grant in any eighteen (18) month period.
- Applicants are eligible to re-apply for Grants every eighteen (18) months.
- Please note that if any Applicant has received a Grant from Marisa's Mission in the past and wishes to apply for an additional Grant, Applicant must include a full accounting of all Grant funds received from Marisa's Mission along with documentation and receipts as part of the re-application process.
- The maximum lifetime Grant amount that any Applicant can receive from Marisa's Mission is \$10,000.00.
- We do not discriminate on the basis of gender, marital status, ethnicity or religion.



**GRANT GUIDELINES**  
(continued)

**RESTRICTIONS ON GRANTS**

Grants cannot be used for the following purposes:

- Income taxes
- Personal loans
- Credit card payments and fees
- Legal assistance
- Funeral arrangements or posthumous requests

**Please refer to the specific Grant Guidelines/Criteria for the Program(s) selected.**



## **CRITERIA FOR SPECIFIC GRANT PROGRAMS**

### **TRAVEL/LODGING PROGRAM GRANT CRITERIA**

- Provides funds to assist with the cost of travel and lodging for patients and their families while undergoing cancer treatment.
- Please provide estimates and documentation of typical expenses (e.g., round-trip gas costs, parking, taxi costs) and information on how Marisa's Mission can directly pay vendors for such expenses.
- Applicants must provide documentation for location of treatment and residence.
- Maximum Grant amount of \$10,000.00 per Applicant.

### **CARE PROGRAM GRANT CRITERIA**

- Provides funds to assist with co-payments, health insurance premiums, home hospice care, private home care, medical equipment, wigs, alternative therapies and other expenses related to the care of the Applicant while undergoing cancer treatment.
- Please provide documentation of expenses for which Applicant is seeking assistance and information on how Marisa's Mission can directly pay vendors for such expenses.
- Maximum Grant amount of \$10,000.00 per Applicant.

### **HOME ASSISTANCE PROGRAM GRANT CRITERIA**

- Provides funds to assist with home expenses (e.g., mortgage payments, housecleaning, childcare, groceries, landscaping/snow removal, household bills) while the Applicant is undergoing cancer treatment.
- Please provide documentation of expenses for which Applicant is seeking assistance and information on how Marisa's Mission can directly pay vendors for such expenses.
- For mortgage or utility expenses, please provide billing statements.
- Maximum Grant amount of \$10,000.00 per Applicant.

### **TRIP/EVENT PROGRAM GRANT CRITERIA**

- Provides funds to assist an Applicant who would like to take a special trip or to attend a special event with family members in order to provide a memorable experience for any Applicant with a terminal cancer diagnosis and such Applicant's family members.
- Applicants must work with one of Marisa's Mission's authorized travel agents. The list of authorized travel agents is listed on Marisa's Mission's website.
- All payments for travel will be made by Marisa's Mission directly to the authorized travel agent.
- Please provide a detailed budget proposal for the trip/event and include a letter describing why the Applicant is making the request for this Grant.
- Maximum Grant amount of \$10,000.00 per Applicant.



## MEDICAL RESEARCH GRANT CRITERIA

The following general guidelines apply to Applicants for Medical Research Grants:

- Grants can only be made to Applicants affiliated with 501(c)(3) tax-exempt institutions.
- Principal Applicants must hold post-doctoral positions or beyond. Co-Principal Applicants are acceptable. Post-doctoral Applicants must include their mentor as a Co-Principal Applicant.
- Proposed projects must have specific relevance to cancer and show promise for contributing to the scientific or clinical advancement in this field of study.
- Awards may not be contributed to a unified or pooled fund that will be used to award grants or support other projects.
- Grants are awarded on the basis of the content of the proposed research as well as the qualifications of the named Principal Applicant (PA) and sponsoring institution. If the PA terminates his/her affiliation with the institution identified in the grant award and wishes to continue the project at another qualified sponsoring institution, the PA must notify Marisa's Mission in writing. Marisa's Mission reserves the right to require re-submission of the grant with the appropriate changes in staff and/or venue, and Marisa's Mission reserves the right to reject such change.
- If the PA wishes to discontinue the project prior to completion, the PA must notify Marisa's Mission in writing within sixty (60) days of termination of work on the project. The original institution identified in the Grant award shall have the opportunity to identify another PA within sixty (60) days of notification. Marisa's Mission reserves the right to require re-submission of the Grant with the appropriate changes in staff and Marisa's Mission reserves the right to reject such a change. If the original institution does not wish to continue the project, the remaining funds from the Grant award as of the date of termination of work on the project must be returned to Marisa's Mission.

Grant funds from Marisa's Mission may NOT be used for the following:

- Overhead or indirect costs. *Exception:* If an institution has a strict, written policy which does not allow researchers to apply to granting organizations that do not pay indirect costs, and if there have been no exceptions to that policy, Marisa's Mission may choose to negotiate a minimal rate. The policy must be provided for review, and Marisa's Mission reserves the right to refuse the Application if it is not satisfied with the overhead or indirect cost policy.
- General institutional expenses.
- General fundraising campaign expenses such as dinners and mass mailings.
- Salaries in excess of the NIH salary cap. Please refer to this link for periodic changes to the salary cap ([http://grants.nih.gov/grants/policy/salcap\\_summary.htm](http://grants.nih.gov/grants/policy/salcap_summary.htm)).
- Religious, political, or other research that does not fall within Marisa's Mission's areas of interest.
- Maximum Grant amount of \$10,000.00 per Applicant.