

STEPS to access funds for SERIOUS MEDICAL needs

The Floor Covering Industry Foundation is a 501c3 non-profit organization that assists floor covering employees, retirees, and their household family members who are facing life-altering illnesses, injuries, and disabilities. Here is an overview of the process of applying for a financial assistance grant from FCIF. Learn more at fcif.org.

- **1. LEARN ABOUT THE FCIF GRANT PROGRAM.**
Review our grant criteria at fcif.org/grants-applications.
- **2. COMPLETE THE EASY ONE PAGE INQUIRY FORM!**
Download the grant inquiry form and begin the application process.  English  Spanish
- **3. MATCH YES/NO?**
The FCIF staff will review your information and let you know if your situation seems like a good fit for our financial assistance program!
- **4. SUBMIT APPLICATION & SUPPORTING DOCUMENTS**  Application
Download the application to begin the process for financial assistance.
Be sure to include all requested documents and sign the form!
- **5. OBTAIN MEDICAL RECORDS**
Once your application is received, FCIF will fax your medical records release form to your provider. For faster processing, you can submit your own medical records directly to FCIF.
- **6. COMPLETE BUDGET WORKSHEET**
After your medical needs are verified, we will send you a household budget worksheet to complete and send in along with copies of your bills.
- **7. BEHIND THE SCENES MAGIC HAPPENS!**
Our staff will assemble your employment, medical, and financial documents and seek approval from our Grant Committee.
- **8. YOU RECEIVE FUNDING!**
If approved, FCIF will mail you an award letter, and grant checks will arrive in your mailbox monthly (up to six months).
- **9. VERIFY YOUR GRANT**
After the grant term ends, you will complete a grant use form to verify the grant was spent as intended. Once confirmed, you are eligible to reapply.



Brittany Almon
FCIF Outreach Manager

QUESTIONS?

To learn more about FCIF's grant process, contact Brittany at balmon@fcif.org or by calling 762.209.3226.



**FLOOR COVERING
INDUSTRY FOUNDATION**

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