

INDIVIDUAL REQUEST FOR FUNDING – Checklist

If you have any questions regarding the application process, please contact the Kinsmen Foundation at: foundation@telemiracle.com or call Geneen at 306-244-6400 Ext 1

Use this checklist to ensure all required documents are included before submitting your application. Incomplete applications will not be reviewed by the Board. You do not need to submit this checklist.

1. Eligibility

You must provide:

- A valid Saskatchewan Health Card number
 - Exceptions: Applicants in border communities (e.g., Lloydminster, Flin Flon) may apply with either an Alberta or Manitoba Health Card.
- Proof of Canadian Citizenship or Permanent Residency. If you were not born in Canada, one of the following is required:
 - Canadian Passport
 - Certificate of Citizenship
 - Certificate of Indian Status
 - Permanent Resident Card

2. Income Tax Information

All household members aged 18+ must provide a copy of their T1 General, or Proof of Income Statement from the most recent tax year, or a recent SAID statement.

- Applicant or parents (if the applicant is a minor)
- Spouse/Partner
- Other adults (18+) living in the household

In addition, if applicable to your income situation:

- **Farm Income**
 - Kinsmen Foundation Farm Form
 - Schedule B (CRA Statement of Farming Activities)
- **Self-Employed/Business Income**
 - T2 Corporation Income Tax (CRA form)

3. Letter of Recommendation & Support

All applications require a letter of support from the appropriate medical professional. If you are unsure which professional would be required your situation, please contact the Kinsmen Foundation office.

Medical Professional	Request
Audiologist	Hearing Aids
CNIB Specialist	Vision
Occupational Therapist	All Equipment
Physiotherapist	Walkers, bath, and toilet aids
Social Worker	Travel
Speech Language Pathologist	Communication Devices

4. Equipment

Quotes

- Quotes from two different medical vendors.**
- Quotes for communication devices or adaptive technology must come from SaskAbilities.
- Can be obtained by you or your medical professional and sent directly to the Kinsmen Foundation.

If your request involves **installation or modification to a home**

- Before pictures** of the work area
- Landlord Waiver Form-** If your request involves installation or modification to a rental, condo or a property you do not own

5. Submit Your Application

Online (preferred method)

Our new application portal is mobile-friendly and auto-saves. You require an email address in order to create an account. If you do not have an email address, contact the Kinsmen Foundation.

1. Go to www.telemiracle.com/apply
2. Click the pink "Apply" button.
3. Create an account using the email option
 - a. Or log in with your Blackbaud ID (BBID)
4. Complete the form and upload the required documents.
5. Sign & Submit.
 - a. You will receive an email that your application has been submitted.
6. Watch your email for further communication from @kinsmenfoundation.com and @yourcause.com

Other submission options:

- Fax:** 306-653-5730
- Email:** foundation@telemiracle.com
- Mail:** **Kinsmen Foundation Inc.**
2217C Hanselman Court
Saskatoon, SK S7L 6A8

Thank you for applying to the Kinsmen Foundation!

The Kinsmen Foundation provides Saskatchewan residents with specialized mobility and medical equipment, as well as financial assistance to access medical treatment outside of their home community. Funds to support the grants provided to applicants are raised through the Kinsmen Foundation's yearly fundraiser, TeleMiracle.

