



**Phoenix Mayor's Commission on Disability Issues (MCDI)
Employment, Education and Training Grant Program
APPLICATION**

I. Applicant Information

Name of grant applicant: _____

Name of person completing application (if different): _____

Relationship to Applicant: _____

Address: _____ Date of Birth: _____

City: _____ State: _____ Zip: _____

How long at this address?

Phone: Home: _____ Cellular: _____ Work: _____

Email: _____

Best Time/Number to Reach You:

Ethnicity (optional): _____

Disability: _____

You must attach current documentation of your disability, as that term is defined by the Americans with Disabilities Act of 1990, as amended (see www.ada.gov). Documentation may include, but is not limited to, a statement/letter from a treating physician, an Individualized Education Plan (IEP) or copies of a health care provider's record/evaluation/diagnosis.

II. Grant Requested

If awarded, this grant will be used for:
Education ____ Training ____ Employment ____ Related Supplies/Equipment ____

Educational Institution: _____

Course of Study: _____ Year in School: _____

Training Organization: _____

Training Name and/or Description:

Name of Employer, if applicable: _____

Employee Position Description:

Employment Status: Full time ___ Part time ___ Leave status ___ Not employed ___

Name of Employer Contact: _____ Phone Number: _____

Itemize, in order of importance to you, the cost of goods and/or services to be paid through grant funds. **You must attach documentation for each item described. Documentation may include, but is not limited to, course brochures, invoices and catalog/website printouts.**

Item _____ Cost _____

This will be used to:

Item _____ Cost _____

This will be used to
to _____

Item _____ Cost _____

This will be used to
to _____

III. Personal Statement

Vocational/Employment goal (describe your goal and include an estimate of the time and total funding required to complete your goal in full):

Functional impairment (explain how your disability affects your daily life and ability to reach your goal):

Explanation of how the requested funding will assist you (explain how the specific funding/assistance you seek will further your educational/vocational goal):

Explanation of financial need (explain your current financial status/need, as well as the current sources of funding for your educational/vocational goal):

List other financial aid, grants or scholarships received in the past two (2) years and the amounts of any award(s):

Are you a current client of Vocational Rehabilitation? _____ Yes _____ No

Have you received vocational rehabilitation services in the past? _____ Yes _____ No

You may, but are not required to, submit a one-page description of the stated need and how the grant award would assist you in the areas of education, training and/or employment.

IV. Applicant Verification

I have reviewed the information contained in this application and verify that the information provided herein is true and accurate.

Signature of Applicant

Date: _____

Send completed application and supporting documentation to:

Mayor's Commission on Disability Issues
c/o City of Phoenix Equal Opportunity Department
251 W. Washington St., 7th Floor
Phoenix, AZ 85003
Attn: Reyna Rodriguez

**Completed application and supporting documentation may also be sent via e-mail
to: reyna.rodriguez@phoenix.gov**

For more information, call Staff Liaison Reyna Rodriguez at 602-495-0358/voice
or 602-534-1557/TTY

APPLICANT CHECKLIST

- ✓ Did you include documentation of a current disability?
- ✓ Did you include documentation related to your stated goal, such as school brochures, invoices and catalog/website printouts?
- ✓ Did you complete all sections of the application in full?
- ✓ Did you sign and date your application, verifying that all information you have provided is truthful and accurate?

APPLICANT CONSIDERATIONS

- You must be a resident of the city of Phoenix to be eligible to receive grant funds.
- You must be at least a senior in high school and 18 years of age
- The Mayor's Commission on Disability Issues has limited funds to award in each grant period and a primary goal of this grant program is to make the largest impact possible with those limited funds.
- To make your application as strong as it can be, be sure to explain how the grant you are requesting will enable you to reach an achievable goal.
- Requesting funds for specific vocational assistance to qualify you for a particular, and open, position of employment (for example, a training program from a recognized vocational center to become qualified for a new position/promotion) will be a stronger request than a request for generalized job needs (for example, bus pass, new clothes for work, etc.)
- Requesting funds for an educational goal that is intended to qualify you for future employment (for example, classes to qualify you as a graphic designer) will be a stronger request than a request for educational enrichment (for example, general arts classes).