



International House Philadelphia Resident Emergency Fund Application

Return the attached form and associated documentation to the Resident Life Office, located across from the Front Desk. Call 215-895-6554 with any questions.

Resident Emergency Fund:

IHP alumni and donors have generously created and contributed to a Resident Emergency Fund to support current residents of IHP in case of an emergency. The fund is intended to provide financial support to current long-term residents of IHP who are experiencing a temporary financial hardship as a result of an emergency.

Please note: While all applications will be reviewed individually, the Resident Emergency Fund is not intended to cover non-essential expenses, entertainment, or loss of income through personal job loss or that of a family member.

Eligibility:

In order to apply for assistance from the Resident Emergency Fund, applicants must meet the following eligibility requirements.

- Applicants must be a current resident of IHP, have lived for at least 3 months at the house, and have a long term occupancy agreement for a total term of 6 months or more.
- Applicant must currently remain in good academic standing with their educational institution or training program.
- Applicant must be able to describe and provide evidence of a temporary financial hardship resulting from an emergency situation.

Application Process:

Completed applications should include all of the following components and can be submitted to the Admissions Office.

- A completed application form
- 1-2 page statement (described in the application form)
- Supporting documentation (Statements, letters, bills, etc. which support your application)
- Proof of current enrollment and academic status (transcript or letter from your institution)

Decision Process:

The Resident Emergency Fund Committee consists of representatives from IHP Alumni, Admissions, Resident Life, and Development. The committee will complete a timely review of any applications and communicate their decision to the applicant. An applicant may be requested to meet with the committee. The committee may consider any supporting documentation and resident participation in the IHP community in their decision making process. All decisions by the committee are final and cannot be appealed.

For additional information about the Resident Emergency Fund, please contact Deborah Houda, Associate Director of Resident Life at deborah@ihphilly.org or 215-895-6554.

International House is committed to a policy of equal treatment and does not discriminate because of race, creed, color, religion, pregnancy, national/ethnic origin, age, marital status, sexual orientation, handicap or disability, veteran's status or on any other characteristics protected by law.



International House Philadelphia Resident Emergency Fund Application

First and Last Name:			
Room Number:			
Local Telephone Number:			
Permanent E-mail address:			
Date:			
Please answer the following items to help us understand your situation:			
1. Have you reviewed all instructions and eligibility criteria attached to this application?	No	Yes	
2. Have you sought assistance from your friends/family?	No	Yes	
3. Are you currently employed? (If yes, please explain in your statement).	No	Yes	
4. Are you in good standing at your academic institution/organization?	No	Yes	
5. Which individuals, agencies, and/or organizations have you applied to for assistance?			
6. Are you currently receiving financial aid from your educational institution?	No	Yes	
7. Have you applied to the Resident Emergency Fund before?	No	Yes	
If Yes, When and how much?			
8. Can IHP share your story in future IHP and Resident Emergency Fund fundraising and publicity efforts? (This will not impact the status of your application.)	No	Yes	
9. Since the Resident Emergency Fund relies on the donations of IHP alumni, do you anticipate the ability to contribute to this fund in the future?	No	Yes	
<p>Please attach a 1-2 page statement which describes your emergency situation in your own words. Please explain the expenses you hope to cover with the emergency fund, the amount of funding requested, and attach appropriate supporting documentation to this application.</p>			

By signing below, I affirm that I have provided a truthful and accurate statement of my financial need and emergency situation. I understand that the Resident Emergency Fund committee will review all of my application materials and make a decision to either grant a full funding request, partial funding request, or to deny the funding request. I understand that the committee decision is final and cannot be appealed. I understand that this application and any committee decision is independent of and does not modify my current occupancy agreement with International House Philadelphia.

Signature Date