



EMERGENCY FUNDS FOR NON-HOMELESS STUDENTS

The following is the procedure for requesting emergency funds for students (K-12th grade) who may not necessarily fall under McKinney-Vento. The purpose of emergency funds is to offer a full array of supportive services, as needed, to students to ensure full participation in their education. These funds supplement/cover unexpected school expenses during family emergencies. Any student actively attending a Philadelphia district school (grades K-12) is eligible for emergency funds if they are experiencing a crisis or sudden hardship that negatively impacts the family's income. Examples are: a recent loss or death of a family member, fire or other damage to personal property, recent loss of income, sudden illness of a family member, unexpected medical bills, or theft of personal property in school.

- The School Counselor will fill out the emergency request form for the student. This can be found on the ECYEH website. All fields need to be filled in with the signatures from the parent (unless the student is unaccompanied), Principal, and School Counselor.
- Include a typed detailed explanation of the request with an itemized list of items needed. Students may receive a maximum of \$100 per calendar year, but may reapply if there are extenuating circumstances such as a house fire, a new significant family hardship such as parental loss of employment, or other family emergencies that cause a barrier to learning.
- Email the entire request to Delethine Coleman at ddcoleman@philasd.org
- The Counselor can request a list of maximum request amounts for each item.