

“JERRY SWETT” FUND

OPERATING GUIDELINES – Revised August 2, 2004

The Jerry Swett Fund is established to provide short-term emergency assistance to clients for the costs of living expenses and essential transportation, but is not limited to them.

The Jerry Swett Fund is not a publicly funded entitlement program. It is a discretionary fund administered as a community service by representatives of the Imperial Sovereign Gem court of Boise, Idaho. No federal, state, county, or contract funds are used for Jerry Swett Fund. One hundred percent of contributions to Jerry Swett Fund go to direct client services. No administrative, operating or personnel costs are charged to the fund.

Client Eligibility

In order to be eligible for assistance from the Jerry Swett Fund, individuals **MUST** meet the following minimum eligibility qualifications:

- Be HIV+ and living with HIV disease;
- Be a permanent resident of Idaho;
- Be in critical need of living expenses and essential transportation services not covered by existing Ryan White/Title II of Title III programs, private insurance, or other resources;
- Have a proven need for short-term financial assistance of living expenses and essential transportation services.

Operating Guidelines

Determination of eligibility for emergency assistance will be the responsibility of Jerry Swett Fund Administrators. Under no circumstances will clients be provided with cash from Jerry Swett Fund. Further guidelines are as listed in the ISGCBI Constitution governing Jerry Swett Fund.

ISGCBI CONSTITUTION

ARTICLE XV - THE JERRY SWETT FUND

- 15.1 The Jerry Swett Fund is solely available for PWAs (People With AIDS). Priority is given to medical, living expenses and essential transportation, but is not limited to them.
 - a. No more than \$100 at a time for each case.
 - b. No more than \$300 per calendar year for each case. Calendar year is herein described as August 1 through July 31.
 - c. Members of I.S.G.C. of Boise, Idaho, will know these cases only by their case numbers.
 - d. Case numbers are assigned and maintained by the Administrators or by referral agencies.
- 15.2 The Jerry Swett Fund shall be administered by six (6) members appointed by the Court and shall be known as the Administrators.
- 15.3 Funds shall be disbursed upon approval of at least three (3) of the six (6) Administrators. Funds will be disbursed via check payable to third parties and never to clients.
- 15.4 The Court Treasurer will open and maintain a separate checking account for the Jerry Swett Fund, using existing accounting and account signatory procedures; Jerry Swett Funds shall not be co-mingled with General Court Funds.