

Notice of Policies & Procedures

Redemptive Investments is a non-profit organization that offers financial assistance to those seeking counseling and unable to afford it. Our assistance is given with an open and generous heart. However, we do have a few policies and procedures in place to ensure an honest and fair process. Please carefully read over our policies and sign the bottom of this form to acknowledge your understanding.

Application Process

Step 1

- **Policies & Procedures**
- Please read and understand our policies and procedures.

Step 2

- **Scholarship Application**
- Please fill out our scholarship application. Our scholarship forms can be found online at www.redemptiveinvestments.com/resources/forms.

Step 3

- **Schedule an initial appointment with one of our approved counselors.**
- Redemptive Investments carefully selects the counselors that we partner with. We want to make sure our clients are receiving the best care from highly trusted and trained counselors. This means that in order to receive our assistance, you must be willing to see one of our approved counselors. If you already have an established relationship with a counselor that has not yet partnered with us, your counselor is welcome to apply and interview to become one of our approved counselors. Have your counselor reach out to us to get more information about that process.
- Your first appointment with your counselor will be at your own expense at your counselor's full rate. Please understand that this initial session is a required part of the application process and does not guarantee that you will receive assistance from Redemptive Investments. Therefore, you will not be reimbursed or discounted for this initial session.

Step 4

• Consent for Release & Therapeutic Assessment

- After your first session, your counselor will need to provide a therapeutic assessment to Redemptive Investments for review. You will need to sign a Consent for Release of Information form to allow Redemptive Investments to contact your counselor regarding your scholarship application and request the therapeutic assessment from your counselor.

Step 5

• Application Review

- Once we receive all of your scholarship forms including the therapeutic assessment from your counselor, we will review your application at the next scheduled board meeting. Any appointments you schedule with your counselor prior to the review of your application will be at your own expense. Once your application is reviewed, you will receive a letter from Redemptive Investments regarding the decision to approve or deny your request for scholarship. If you receive financial assistance from Redemptive Investments, both you and your counselor will be notified with the details of your scholarship.

Conditions of Scholarship

If your request for scholarship is approved, we ask that you understand and follow our guidelines.

- It is your responsibility to keep track of the amount of sessions/finances approved. Exceeding the limits of your scholarship may mean that you could be held financially responsible for the full amount of the sessions exceeded.
- Our assistance is given with the understanding that there is a need and desire for immediate counseling services. We request that our financial gifts be used at the time requested. Therefore, while you are receiving funds from Redemptive Investments, we require that you attend at least two counseling sessions per month. However, we understand that life happens and that it can sometimes be difficult to schedule appointments. If you are struggling to meet this two-session requirement, please communicate with our team. If you fail to attend your regular sessions and have not communicated with us, your scholarship may be revoked.



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- Once you are reaching the end of your approved amount, you may be considered for a scholarship renewal to receive additional funds. If your financial situation has not changed and you feel that you would benefit from additional counseling, you may submit a Request for Renewal form. It is your responsibility to reach out to our team with your request for renewal. We recommend reaching out prior to the complete use of your funds to reduce the wait time associated with reviewing your renewal request.
 - As a non-profit organization that relies on the generosity and donations of others, our funds are limited. Therefore, we are unable to provide ongoing, long-term financial assistance. We highly recommend that you continue to search for other financial sources to support ongoing counseling.
 - If your financial situation changes in any way, please contact our office immediately so that we can figure out how to best continue in this journey together.

Scholarship Denial

If your request for scholarship is denied and we are unable to offer financial assistance at this time, you are welcome to resubmit your application at a later date to be reviewed.

If you have any additional questions, please contact our office at 407-749-1192.

By signing below, I acknowledge that I have read and understand the policies & procedures.

Sign: _____ Date: _____

Print Name: _____