



The **Oregon Department of Transportation Memorial Foundation (ODOTMF)** provides financial assistance to active and retired Oregon Department of Transportation employees and their families in times of need and preserves the memory of Oregon Department of Transportation fallen workers.

Donations of any amount can be made:

- Through the Foundation website: www.memorialoregon.com
- Via the Foundation Facebook page: ODOT Memorial Foundation- Oregon
- By sending a check to: ODOT Memorial Foundation P.O. Box 12577 Salem, OR, 97309
- Current ODOT employees can donate by using payroll deduction
- By using this QR code:



ODOT Fallen Worker Memorial in Salem, Oregon

ODOTMF is a 501c3 charitable organization established by past ODOT employees to financially support current and retired employees in times of crisis. Donations from individuals, organizations and ODOT employees are used to support employees in need of emergency assistance during a crisis such as an on-the-job death or injury, disability, illness, or catastrophe. Each request is reviewed by the Board of Directors of the Foundation.

Contact the Foundation or Request Assistance: odotmf@gmail.com or memorialoregon.com

ODOTMF is not affiliated with ODOT.



Oregon Department of Transportation Memorial Foundation

Financial Assistance Submission Guidelines

Mission Statement:

The Oregon Department of Transportation Memorial Foundation (ODOTMF) provides assistance to active and retired Oregon Department of Transportation employees and their families in times of need and preserves the memory of Oregon Department of Transportation fallen workers.

ODOTMF may provide financial assistance due to a line of duty death, a line of duty injury and/or catastrophic or emergency circumstances. The Board of Directors (Board) is solely responsible for the approval of all requests for financial assistance. All current or former ODOT employees with at least six-months of service with ODOT and their families are eligible to receive assistance from the ODOTMF.

All requests for financial assistance must be submitted in writing to the Board. Each request must contain sufficient information and appropriate documentation to allow the Board to make a decision on the request. The Board will decide on a case-by-case basis.

The following guidelines are provided for each of the three areas of financial assistance categories. These guidelines include but are not limited to:

Line of Duty Death

Up to \$15,000 to surviving spouse/immediate family

Incidental expenses (with documentation)

- Mortuary costs
- Crematorium costs
- Cemetery costs
- Three (3) months' rent
- Utilities (electricity, gas, etc)
- Other incidentals as determined by the Board

Line of Duty Injury

Hotel accommodations:

- For circumstances where the hospital does not allow family members to stay with the injured employee
- Wife, husband, parent, domestic partner, children
- Accommodations offered for up to seven (7) days
- Daily meal allowance based on the GSA per diem rates for the hospital location
- Lost wages of the spouse as appropriate

Emergency Financial Assistance

Emergency financial assistance are requests arising due a death, illness, disability, injury, catastrophe, or some other emergency circumstance. In these situations, the applicant has exhausted all reasonable remedies to address the situation. Finally, if financial assistance from another source will be significantly delayed as to cause hardship on the applicant or the dependent family. Most importantly, the Foundation does not take the place of insurance.

Definitions:

- Catastrophe: For the purposes of the Foundation, means death, severe accidents, and severe illness requiring prolonged hospitalization and/or recovery and natural or manmade disasters that are unusually severe. Such events usually entail high costs for hospital care, doctor's services and medicines.
- Emergency: Defined as a sudden and unexpected event which was totally unforeseen by the employee. Examples of emergencies that would likely be funded include fire, accident, death in the family, etc.

The following examples include but are not limited to events/circumstances/situations that may warrant requests for financial assistance.

Event / Circumstance / Situation

Documentation Required

Natural Disasters:

- Floods
- Fires
- Ice Storms
- Fallen Trees

- Written repair estimates
- Invoices
- Insurance documenting items not covered

Automobile Accident

- Insurance documenting items not covered
- Accident report

Major car repair

- Engine failure
- Transmission failure
- Catastrophic failure(s)

- Insurance documenting items not covered
- Written estimate from a commercial auto repair facility

Accident

- Accident report
- Written repair estimates from vendor not covered by insurance

Event / Circumstance / Situation

Documentation Required

Illness

- Documentation from hospital
- Note: HIPPA rules govern disclosure of information for support documentation

Death in the family

- Documentation supporting the request

Destruction/major damage to home

- Insurance documenting items not covered