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**Applying to Season of Sharing (SOS) and**

**Catholic Charities (CCEB)**

Prior to applying to the Hope Conference, follow these steps:

Step One –

* Send separate emails to SOS **(****sos@ehsd.ccouonty.us****)** and CCEB **(dsegura@cceb.org)** with the name(s), birthday, and Social Security Number for everyone over 18 years of age to verify if they are eligible for assistance ***i.e., have they been helped within the last five years*.** For emails to CCEB you may also ask if they have funds for the assistance you are requesting.

Step Two –

* If any member of the household has received assistance within the last five years by both SOS and CCEB, they are ***ineligible*** to apply for assistance. ***You can apply to the Hope Conference.***

Step Three –

* If the neighbor is ***eligible*** for assistance:
	+ First, apply to SOS.
	+ If they fund the full amount requested, there is no need to apply to CCEB or the Hope Conference.
	+ Second, apply to CCEB ***only*** if SOS has provided no, or partial funding. ***(Note: use the Hope Conference application and Release of Information form)***
	+ Third, apply to the Hope Conference ***only*** when the total amount of funds needed was not funded by SOS and/or CCEB.
	+ Fourth, applying for a Micro Loan is also an option.