



# Texas Chefs Association

## Chef Relief Application

### Objective:

To reimburse, up to \$500 of relief funds, to a TCA member who has been affected by illness, natural disaster, unemployment, or personal tragedy.

### Application Procedure:

1. Applicant submits request to his or her Chapter Director
2. Chapter Director reviews and submits candidate's application to the TCA State Office
3. State Office will distribute application to the TCA 1<sup>st</sup> Vice President and State Community Outreach Chair for review
4. Upon approval, the TCA State Office will issue payment, up to \$500, to the applicant. Distribution of funds is subject to the availability of restricted funds.

### Fund Qualifications:

1. The TCA member in good standing at the time of Chef Relief Fund application.
2. Candidate must provide specific statement of cause to the qualifying objective of this fund.
3. TCA member's local Chapter Director must approve application and write letter of recommendation, which is based on applicant's local chapter involvement.
  - a. At large Members may utilize industry peer or employer for Letter of Recommendation
4. Awarding of the funds is based on available funds, applicant needs, and candidates level of activity within their local chapter
5. The fund can only be awarded to an applicant every three years.

**Applicant Name:** \_\_\_\_\_ **TCA Chapter:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Full Address:** \_\_\_\_\_

**Please describe your local TCA Chapter involvement over the past year:**

**Please provide a specific description for why you are applying for Chef Relief funds:**

**Chapter Director Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_