



DIMES FROM THE HEART GRANT APPLICATION

ascena's emergency assistance fund—by associates, for associates

I. TELL US ABOUT YOURSELF.

Applicant name: _____ Associate ID number: _____

Hire date: _____ Full-time Part-time Brand/ascena: _____ Store #/Location: _____

Associate email address: _____ Phone Number: _____

II. WHAT TYPE OF GRANT ARE YOU REQUESTING? (check one)

Home Catastrophe/Natural Disaster Domestic Violence Funeral Expense

Care of a Family Member Emergency Travel Victim of a Crime

Briefly describe the circumstances causing the financial need and what the grant funds will be used for.
Attach a separate page, if necessary.

III. HOW MUCH ARE YOU REQUESTING? (grants are awarded between \$100 - \$1,500)

\$ _____

All grants require supporting documentation to validate the amount being requested. This includes receipts, quotes / insurance estimates that exceed coverage, proof of deductible, etc. Please list the supporting documents you are attaching here:

IV. FINANCIAL DISCLOSURE

By signing below, I attest I have no other assets that could reasonably be used to satisfy this financial emergency. A signature from your supervisor (or HR rep) is also required. If you want the grant to be kept confidential, please speak with Katrina Bobell at Katrina.Bobell@ascenaretail.com.

Applicant Signature: _____ Date: _____

Store/District Manager or HR Verification: _____ Date: _____

ascena Verification: _____ Date: _____

V. SUBMISSION

Please send this application form and all supporting documentation to Katrina Bobell, ascena Corporate Affairs.

Email to: dimes@ascenaretail.com

Fax to: 1 (201) 465-3012

Mail to: 7 Times Square, 13th Floor, NY, NY 10036 (ATTN: Katrina Bobell, ascena retail group inc.)





DIMES FROM THE HEART QUALIFYING EVENTS & GUIDELINES

If you are facing one of the situations below, you may be eligible for a Dimes from the Heart emergency assistance grant. Please complete the grant application on the previous page. You will need to provide documentation to support your request. For more information about Dimes from the Heart, visit ascenacares.com/dimes.

QUALIFYING EVENTS

EVENT	TYPICAL QUALIFIERS	FINANCIAL RELIEF EXAMPLES
Home Catastrophe/ Natural Disaster	Fire, water, hurricane, tornado	Home damage, temporary housing, food/clothing
Care of a Family Member	Resulting in financial hardship	Unpaid time off, lodging/travel expenses
Domestic Violence	Associate is victim of domestic abuse	Emergency shelter, rent/security deposit, counseling
Emergency Travel	Resulting in financial hardship	Air, auto, lodging relating to emergency travel
Funeral Expenses	Resulting in financial hardship	Funeral expenses, transport of body
Victim of a Crime	Associate is victim of crime	Unpaid time off, legal fees, counseling

ELIGIBILITY

- Full-time or part-time associates must be employed for a minimum of 6 months to apply for a grant. Temp employees are not eligible.
- The qualifying event must occur while the associate is actively employed by dressbarn, maurices, Justice, Lane Bryant, Catherines, Ann Taylor, LOFT, Lou & Grey, ascena corporate, ascena brand services, or ascena global sourcing.
- Company executives (VP and above) are not eligible to apply for a grant.
- Grants are given to assist associates, their domestic partner or legal dependents only.
- Only US associates are eligible to apply for the grant.

PROGRAM GUIDELINES

- Grants will be awarded in amounts between \$100 and \$1,500 per event.
- Applications must include the signatures of the associate and his/her supervisor/HR representative, as well as supporting documentation to validate the amount requested.
- Grants are not intended to duplicate protection or compensation available through other means (e.g., health, disability, auto or homeowner's insurance).
- Although a hardship, Dimes from the Heart does not award grants for: bankruptcy, household expenses, credit card debt, divorce expenses, car repairs, insurance premiums, medical expenses or time without pay when disability benefits are waived.
- Associates may apply for one grant per calendar year.
- If approved, grant funds are generally deposited directly into the associate's pay. Please allow up to three weeks for processing.

For questions, contact Katrina Bobell in Corporate Affairs at dimes@ascenaretail.com.

