



[DTE I CARE Fund is now live!](#)

What is this?

A fund created to help our team members during times of personal crisis using donations from fellow team members and the company

What are the events that qualify an employee to receive money from the fund?

- Home catastrophe/Natural disaster: Employee's home is destroyed or rendered unlivable by a natural disaster
- Funeral expense: To help an employee who is financially responsible for paying the funeral expenses or an immediate family member or in the case of the death of an employee, to help their immediate family member who is financially responsible for paying the funeral expenses.
- Donation matching grant: For personal catastrophe that does not meet the eligible grant criteria and co-workers have raised funds to help the employee.

How much can I get?

There are 2 types of grants:

- Up to \$1,000 to help cover funeral expenses or a home catastrophe.
- Matching funds up to \$500 when employees raised money for their team member in need.

How can I apply?

Fill out an application form (go to www.dtebenefits.com and scroll down to the More Benefits Information section to get the form and a flyer) and email the form to icare@down2earthinc.com

How can I donate money to the fund?

You can sign up to have money deducted via payroll. Send an email to icare@down2earthinc.com to sign up outside of a benefits enrollment period.

You can make a direct contribution by sending a check to Provision Bridge: PO Box 157. Tallulah Falls, GA 30573. Write down on the memo: Down To Earth I CARE Fund – Fund # 16085

All contributions are tax deductible

How can I make changes to my current contribution via payroll?

Send an email to icare@down2earthinc.com at any time to stop or make changes. You do not have to wait until open enrollment period.

For further assistance, please talk to your Office Manager.