



ACEBSA

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THE ACE ASSISTANCE PROGRAM

Purpose of Ace Assistance Program:

The All City Employees Assistance Program (ACE-AP)* was established in October 1952. Its purpose was to assist City employees who needed financial assistance, following a prolonged illness or catastrophic event beyond their control, and for which there was no other source of assistance available to help such employees. ACEBSA is proud to report that it has continued this great Program for the past 66 years for its members.

**(The ACE-AP is not a loan program).*

Administration:

The ACE Assistance Fund is administered by the ACE-AP Committee of the All City Employees Benefits Service Association (ACEBSA). The Committee meets on the second Wednesday of the month, to review applications for financial assistance. All decisions made by the Committee will be based solely on the information submitted with the application.

Eligibility Requirements:

Applicant must be a full-time City employee, in good membership standing, for a minimum of six (6) months, and without a break in employment for one (1) year. Financial assistance under the ACE-AP is considered on a case-by-case basis. Members should continue to explore other potential avenues for financial assistance, in view that ACE-AP Committee cannot guarantee an applicant will qualify for financial assistance.

Exclusions:

Injury on Duty (IOD), Job Suspension, Funeral Expenses, and “acts of God.” Members who have received financial assistance cannot reapply within 30 months of receiving a financial award.



Required Information to Be Submitted with Application:

Each application must be accompanied by supporting documentation that demonstrates how the hardship has affected the finances of the member submitting the application. This information will help to determine the level of financial assistance for an eligible member. An application is deemed incomplete until the required information, requested below, has been submitted to ACEBSA.

- Hand or type-written letter explaining the reason for the request for financial assistance;
- The cause of your financial hardship;
- Copy of all past due/delinquent bills;
- Copy of two most recent paycheck stubs;
- Copy of current bank statement(s); and
- Any additional information that would assist the ACE-AP Committee in the evaluation of your application.

The ACE-AP Committee may request additional information or documentation from a member before its final decision. The decision of the ACE-AP Committee will be communicated to the requesting member via Telephone and the USPS. If an applicant is eligible for financial assistance, payments will be made directly to the vendor(s) from which the member has acquired goods or services.

For More Information:

If you would like more information about the ACE-AP, or obtain an ACE-AP application, we would be happy to send the application packet to you via email or USPS. Please feel to also stop by the ACEBSA's offices in the L.A. Mall, Suites 15 and 17 or call our offices at (213) 485-2485. We would be happy to see you and answer any questions that you might have regarding this unique Program for ACEBSA members.

Thank you!

Team ACEBSA

Updated on 7/27/18 SA