How to Apply for Service Fund

1. Fill out the service fund application.
   - Application and other related information can be found on the Service Fund webpage: [https://www.dhs.wisconsin.gov/odhh/service-fund.htm](https://www.dhs.wisconsin.gov/odhh/service-fund.htm)
   - If you need help completing the application, email Bette Mentz-Powell at bette.mentzpowell@dhs.wisconsin.gov or call her at 608-319-1249.

2. Send the completed application to Bette Mentz-Powell in one of the following ways:
   - Email: bette.mentzpowell@dhs.wisconsin.gov
   - Fax: 608-264-9899
   - U.S. Mail:
     Office for the Deaf and Hard of Hearing
     Service Fund Application
     Attn: Bette Mentz-Powell
     1 W. Wilson Street
     PO Box 2659
     Madison, WI 53701-2659

3. You will receive an email from Bette Mentz-Powell with an approval letter, denial letter, or request for more information.

   **Note:** If you receive an approval letter, you will be responsible for requesting a sign language interpreter, caption provider, or support service provider (SSP).
   - Sign language interpreter:
     - A partial listing of interpreter agencies can be found on the Wisconsin ASL Interpreting Agencies Listing webpage: [https://www.dhs.wisconsin.gov/odhh/interpreting/interpreter-agencies.htm](https://www.dhs.wisconsin.gov/odhh/interpreting/interpreter-agencies.htm)
     - A partial listing of individual interpreters can be found on the DHS Sign Language Interpreters webpage: [https://www.dhs.wisconsin.gov/odhh/interpreting/index.htm](https://www.dhs.wisconsin.gov/odhh/interpreting/index.htm)
   - Captioning—A partial listing of captioning providers can be found on the DHS Communication Access Real-Time Translation (CART) webpage. [https://www.dhs.wisconsin.gov/odhh/cart.htm](https://www.dhs.wisconsin.gov/odhh/cart.htm)
   - Support service provider (SSP)—Information about SSPs can be found on the DHS Deaf-Blind Resources webpage. [https://www.dhs.wisconsin.gov/odhh/db-resources.htm](https://www.dhs.wisconsin.gov/odhh/db-resources.htm)