

GUIDELINES

Individuals completing the application will ensure that all information is accurate, and

- 1) A completed and signed W-9 is submitted with the grant application.
- 2) Original, itemized, and legible receipts are submitted with the grant application.
- 3) Small receipts are taped to 8 ½ x 11 sheets of paper (one side only!) in chronological order.
Applications with loose receipts will not be accepted and will be returned to the applicant.
 - Taped receipts do not overlap as all information must be visible. Applications with overlapping receipts will be returned to the applicant.
 - Large/long receipts are not “folded up”; all information must be visible. Fold and tape the receipt to both sides of paper.
 - Items purchased must be clearly identified; unidentified or illegible items will not be reimbursed.
- 4) Highlighters and tape are not used on receipts in a way to cause the ink to fade.
- 5) Requested reimbursement of out-of-pocket expenses were incurred by the transplant patient.

ITEMS ELIGIBLE FOR REIMBURSEMENT

All items must be **directly** associated with the transplant

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none">a. Dental expenses:<ul style="list-style-type: none">▪ Initial routine exam & complete cleaning▪ Full mouth x-rays▪ Up to \$1,500 of remaining expensesb. Prescription medications (up to \$2,000)c. Lodging at \$120 + taxes (prior to 8/1/2021 at \$98 + tax/night;) and meals for patient and a single caretaker Effective 1/1/2022, lodging in Iowa must be certified as having taken the Iowa Office to Combat Human Trafficking training to be eligible for reimbursement.d. Airfare (coach) for donor and caretaker (2 people maximum at \$1,500/person) | <ol style="list-style-type: none">e. Expenses immediately prior to transplant surgery (testing) until released to return homef. Disposable short-term cleaning/living items, e.g. paper towels, paper plates, tin foil, toilet paper, etc.g. Re-hospitalizationh. Mileage (at 39¢/mile). Mileage must be justified. Vicinity miles at 10 miles per day.i. Childcare when both parents undergo surgery related to a single organ transplant. |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

ITEMS NOT ELIGIBLE FOR REIMBURSEMENT

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none">a. Dentures Clothingb. Lost wages Insurance deductiblesc. Alcohol, bottle deposits, non-food items, e.g. gum, breath mints, candy, etc.d. Delivery fees/charges; Internet access; garage rental; credit card feese. Medication not directly associated with the transplant and/or taking prior to transplantf. Medication and supplies available over-the-counter, e.g. blood pressure cuff, gauze, bandages, scales, support hose, etc.g. Credit card and check processing fees; non-refunded security depositsh. Non-disposable or long-term cleaning/living items, e.g. vacuum sweeper, broom, pots/pans, storage bins, towels, bedding, etc. | <ol style="list-style-type: none">i. In-domicile purchases Visitor expensesj. Labels, stamps, envelopes, notebooks, etc.k. Follow-up visit lodging, mileage, meals, etc.l. Medicare, Medicaid eligible expenses.m. Expenses covered by primary, secondary or tertiary insurancen. Home Away, Vrbo, Airbnb, Timeshare points and similar type lodging expenseso. Effective 01/01/2022, Iowa lodging not certified as having taken the Iowa Office to Combat Human Trafficking training (see the application for the link) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

The above information is non-inclusive and is subject to change without notice. Reimbursement is based on available funding and may differ from the above guidelines. Applications are reviewed in the order received and on a case-by-case basis.