# Financial Assistance Request

Requests for financial assistance may be completed through physician/ partnering organization referral or by individual stakeholders.

Submission must be submitted in writing, by email to [trippfoundation@gmail.com](mailto:trippfoundation@gmail.com). The board of directors’ reviews and votes to determine response to each request. Decisions will be provided by phone or email with additional information requests being sent at times for decision making discussions.

Required information for each request includes, but is not limited to:

* Stakeholder name
* Total Requested
* Party requiring payment (provide name and amount for each)
* Purpose of funds
* Reason for request
* Has any other method of payment been pursued (ie insurance, grant, etc..)
* When funds are needed by

TRIPP Foundation at times may offer support in pursuing other methods of payment prior to providing funds. Efforts to locate funds through appropriate payors should be made prior to seeking financial assistance through TRIPP Foundation.

TRIPP Foundations makes payments directly to the parties requiring payment. Monies will not be given to families to pay a third party, unless specifically outlined as such by the board of directors based on the nature of the request.

TRIPP Foundation may not be able to accommodate all requests based on available funds for assistance, volumes of requests, and total dollar amount of needs. Financial assistance is reviewed on a first come first serve bases. The review process meets TRIPP Foundation’s Vision and Diversity policy.

If financial assistance is not available TRIPP Foundation will offer to assist the stakeholder in determining alternatives for seeking the assistance as requested. The stakeholder is responsible for pursuing any identified alternatives if he/she so chooses.