



OPPORTUNITY PASSPORT® ASSET PURCHASE CHECKLIST

All required documentation must be received by the Program Coordinator before any funds can be matched. We can not process reimbursements. Do not pay any money before your request is approved.

If you have any questions, please contact the Program Coordinator, Lydia Speler at (317)504-1503 or Lydia@fostersucces.org.

VEHICLES

Types of purchases that will be matched: vehicle purchase, initial vehicle payment, title and registration fees, initial car insurance payment, car warranty

Types of purchases that will not be matched: non-running vehicles, car loan payments, routine vehicle maintenance, vehicles without clear title, vehicles priced above [value](#)

Required Documentation:

- Written description—such as a purchase agreement—including vehicle make, model, year, and VIN, vehicle cost, and from whom it will be purchased
- Contact information for the seller
- If vehicle is used, documentation of [value](#)
- Insurance quote detailing the estimated cost of insurance
- Copy of car title with seller's name if purchasing from an individual
- Copy of participant's VALID driver's license
- Copy of participant's current bank account statement/summary showing funds available for matching
- Completed [Asset Match Request Form](#)

HOUSING

Types of purchases that will be matched: 1st month's rent and deposit, down payment to buy a house, initial payment of renters/homeowner's insurance

Types of purchases that will not be matched: Ongoing rent, informal or temporary living arrangements

Required Documentation:

- Copy of completed/signed lease or mortgage agreement showing cost of rent and deposit or down payment
- Documentation of application fees if any
- Contact information for the landlord/seller
- Bill or statement of insurance coverage if matching for insurance
- Copy of participant's current bank account statement/summary showing funds available for matching
- Completed [Asset Match Request Form](#)



EDUCATION AND TRAINING

Types of purchases that will be matched: Tuition and registration fees, textbooks and required equipment and supplies, computers

Types of purchases that will not be matched: All ETV funding should be utilized before a match is made. Contact the Program Coordinator to check eligibility

Required Documentation:

- Evidence of enrollment for educational training (acceptance letter, registration confirmation, bill, etc.)
- Copy of class schedule, course packet, and/or syllabus if matching for course textbooks or supplies
- Quote / proof of cost / invoice for textbook, equipment, computer or supplies
- Copy of participant's current bank account statement/summary showing funds available for matching
- Completed [Asset Match Request Form](#)

HEALTH

Types of purchases that will be matched: Health insurance premiums, co-pay for doctor visits and prescriptions, medical vision and dental expenses, mental health expenses

Types of purchases that will not be matched: Medical expenses for others (with the exception of your children)

Required Documentation:

- Copy of invoice, receipt, or Explanation of Benefits (EBO) from insurance indicating patient's portion of total cost
- Quote of costs from medical provider
- Copy of participant's current bank account statement/summary showing funds available for matching
- Completed [Asset Match Request Form](#)

**note that we can consider a medical cost for you or your child*

OTHER ASSET REQUESTS

Any other asset requests: Contact Program Coordinator if you wish to use matching funds for a micro-enterprise, investments, or other assets outside of the above categories.