



Financial Assistance Policy

As part of our commitment to serve the community and provide quality mental health services to all of our clients, Spirit Reins provides a Financial Assistance Policy to clients who satisfy certain requirements. As a non-profit organization, Spirit Reins has the ability to raise funds through grants, donations, and other resources to help clients in need with the cost of services.

Eligibility for Financial Assistance:

Based on your household income, you may qualify for partial financial assistance, on a sliding scale. To qualify for financial assistance, household income may not exceed 350% of the Federal Poverty Level as determined by the Federal Government at the beginning of each calendar year.

The granting of financial assistance shall be based on an individualized determination of financial need, and shall not take into account age, gender, race, social or immigrant status, sexual orientation, gender identity or expression, or religious affiliation.

Financial Assistance Provided:

1. Clients with income less than or equal to 100% of the Federal Poverty Level (“FPL”), will be eligible for an 75% adjustment on the cost of services. Clients with income between 101% FPL and 150% FPL will be eligible for a 62% adjustment on the cost of services.
2. Clients with incomes above 150% of the FPL but not exceeding 350% of the FPL will receive a sliding scale discount on the cost of services:

Clients between 151% FPL and 200% FPL will receive a 50% adjustment

Clients between 201% FPL and 250% FPL will receive a 37% adjustment

Clients between 251% FPL and 300% FPL will receive a 25% adjustment

Clients between 301% FPL and 350% FPL will receive a 12% adjustment

Applying for Financial Assistance:

All clients who wish to receive financial assistance will be required to:

- 1) Complete a Financial Assistance Application. The Financial Assistance Application and instructions are available on Spirit Reins’ website and/or will be made available upon client request at the time of service.
- 2) Provide a copy of your three most recent Employer Pay Stubs. If you are currently unemployed and/or receiving other sources of income, please provide one of the following supporting income verification documents:
 - IRS Form W-2
 - Letter from employer on company letterhead verifying compensation
 - Notification of Unemployment Benefits

- Proof of Social Security Income and/or Disability Income
- 3) Once financial assistance is approved, assistance adjustments will be ongoing for the entire program period you are enrolled in.

Appeal Process

The process for clients to appeal a decision regarding eligibility for financial assistance is as follows:

1. Clients may submit a written appeal letter by mail or in person to the Finance Director. The appeal letter should include financial information not considered in the client's original Financial Assistance Application, important to reconsidering the client's eligibility for financial assistance. In addition to the written appeal letter, clients must include documentation of reconsideration information included in the appeal letter. Without appropriate documentation, the consideration of the appeal may be delayed until appropriate documentation is received. The appeal letter and supporting documentation must be delivered in person or mailed to: Spirit Reins, ATTN: Finance Director at P.O. Box 368, Liberty Hill, TX 78642.
2. All appeals will be considered by Spirit Reins Executive Director and Finance Director, and a decision will be sent in writing to the client who filed the appeal.

Attachment "A"
Discount Matrix

Patient/Guarantor Annual Income as a Percentage of the Federal Poverty Level (FPL)	Total Cost of Great Strides Program	Payment Plan Options			
		Two Payments	Three Payments	Four Payments	Five Payments
Less than 100% FPL	\$ 150.00	\$ 75.00	\$ 50.00	\$ 37.50	\$ 30.00
101% to 150% FPL	\$ 225.00	\$ 112.50	\$ 75.00	\$ 56.25	\$ 45.00
151% to 200% FPL	\$ 300.00	\$ 150.00	\$ 100.00	\$ 75.00	\$ 60.00
201% to 250% FPL	\$ 375.00	\$ 187.50	\$ 125.00	\$ 93.75	\$ 75.00
251% to 300% FPL	\$ 450.00	\$ 225.00	\$ 150.00	\$ 112.50	\$ 90.00
301% to 351% FPL	\$ 525.00	\$ 262.50	\$ 175.00	\$ 131.25	\$ 105.00

Listed below are the 2021 100% Federal Poverty Guidelines:

Persons in Family/Household	Annual Income
1	\$ 12,880
2	\$ 17,420
3	\$ 21,960
4	\$ 26,500
5	\$ 31,040
6	\$ 35,580
7	\$ 40,120
8	\$ 44,660

Calculation:

Annual Household Income/Persons in Family Annual Income X 100 = Percentage of Federal Poverty Level

Example: Family of 3 with Annual Income of \$42,750:

$$42,750 / 21,960 \times 100 = 194.67 \text{ or } 195\% \text{ of FPL}$$

In this example, the total cost of the Great Strides program would be \$300.

Attachment "B"

Spirit Reins Financial Assistance Program

Application for Financial Assistance

Patient Name: _____

Patient Guarantor Name: _____

Address: _____

Daytime Telephone: _____

Email Address: _____

Yearly Household Income: _____

Total Household Members: _____

Please attach a copy of your three most recent Employer Pay Stubs. If you are currently unemployed and/or receiving other sources of income, please provide one of the following supporting income verification documents:

- Most recent federal income tax return
- IRS Form W-2
- Letter from employer on company letterhead verifying compensation
- Notification of Unemployment Benefits
- Proof of Social Security Income and/or Disability Income