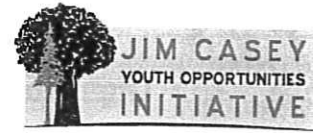




# Opportunity Passport™ Asset Purchase Fact Sheet



## HEALTH

### To Match:

- Medical & dental expense not covered by insurance, including prescription medications
- Eye exams, prescription eye glasses, contact lenses not covered by insurance
- Participant's share of health insurance premiums, co-pays, & deductibles

### Not to Match:

- Over the counter medications
- Over the counter medical supplies

### Required Documentation:

- Copy of invoice, receipt, or EOB from insurance indicating patient's port of total cost
- W-9 for Vendor
- Asset Match Request

## CREDIT-BUILDING & INVESTMENTS

### To Match:

- Fees or expenses to remove barriers to opening a bank account or to get out of ChexSystems
- Legal obligations (tax liens)
- Credit-building loan payments
- Secured credit card payments
- Bank CD's, mutual funds, or stocks

### Not to Match:

- Loans or debt payments that do not impact a credit score
- Medical debt
- Restitution or fines related criminal charges

### Required Documentation:

- Explanation from creditor of amount owed, for what, and payments terms (if applicable)
- Description of investment to be purchased from financial institution (if applicable)
- W-9 For Vendor
- Asset Match Request

## MICRO-ENTERPRISE

### To Match:

- Opening an appropriate, sustainable small business
- Proportionate share of start-up expenses if business involves partners

### Not to Match:

- Short-term or inappropriate small businesses
- Franchise fees

### Required Documentation:

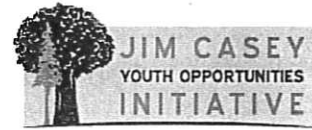
- Copy of Business Plan (including estimate of up-front expenses)
- Evidence of business or entrepreneur training or education
- W-9 for Vendor
- Asset Match Request

## WITH QUESTIONS CONTACT:

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 Youth Support Partner Unit  
 810 River Avenue  
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 484.533.7042 or 412.442.8977  
 412.442.8999 (FAX)  
[youthopp@alleghenycounty.us](mailto:youthopp@alleghenycounty.us)



# Opportunity Passport™ Asset Purchase Fact Sheet



## EDUCATION & TRAINING

### To Match:

- College tuition & fees
- Texts & materials for college
- Necessary technology & equipment
- Laptop (Situation)

### Not to Match:

- Disposable school supplies
- Unnecessary technology
- Ongoing monthly payments

### Required Documentation:

- Bill or invoice from the education program detailing expenses
- Detailed list from school & retailer of required texts & cost
- Printed documentation of cost, brand, & retailer
- Asset Match Request
- W-9 for Vendor

## HOUSING

### To Match:

- First month rent & deposit
- Down payment on a house
- Renters/homeowners insurance with new lease or mortgage (one time match)

### Not to Match:

- Home furnishings or appliances
- Insurance for existing apartment or house
- Informal or temporary living arrangements
- A roommate's share of rent or deposit

### Required Documentation:

- Copy of completed/signed lease agreement
- Bill or statement of insurance coverage if matching for insurance
- W-9 for Vendor
- Asset Match Request

## VEHICLE

### To Match:

- New or used vehicle
- First vehicle insurance payment
- Title & registration fees
  - Major repairs (more than \$250 total cost)

### Not to Match:

- Car loan payments
- Non-running vehicles
- Vehicles without clear title
- Routine vehicle maintenance

### Required documentation when purchasing a new or used vehicle:

- Written description vehicle (make, model, year), the cost & from whom it will be purchased, such as a purchase agreement
- Documentation of a used vehicle's worth (for example, Kelly's Blue Book value for a similar vehicle)
- Insurance information, including insurance agency & agent's name, & a written quote from the insurance agency detailing the cost of insurance, or proof of insurance, for the vehicle being purchased
- Copy of the car title with seller's name if purchasing from an individual
- Copy of the participant's valid driver's license
- W-9 for Vendor
- Asset Match Request

### Required documentation when paying for major repairs:

- Description of the vehicle (make, model, year) and the repair needed
- Proof that the vehicle is owned by the participant (copy of car registration or car title)
- Written estimate from company making the repairs
- W-9 for Vendor
- Asset Match Request