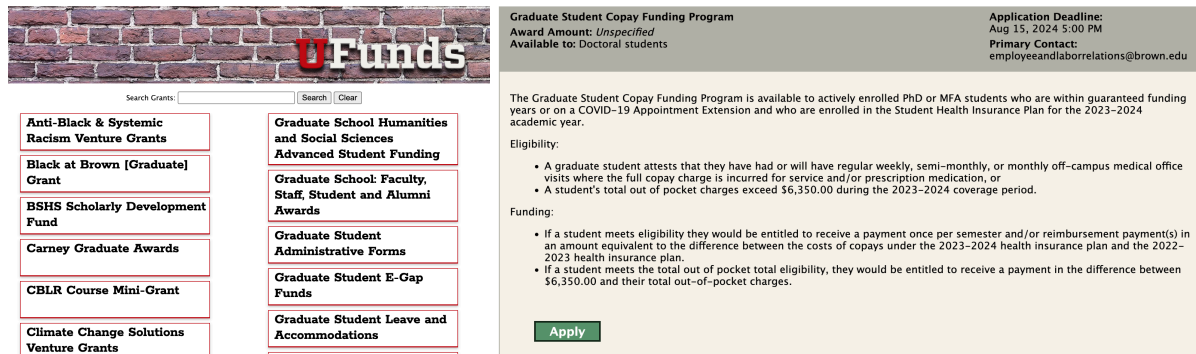


Copay Reimbursement Guide

1. Log in to UFunds <https://ufunds.brown.edu/>
2. Select Graduate “Student E-Gap Funds”, scroll down to “Graduate Student Copay Funding Program” and click “Apply”; this will link you to a new page with your application.



The screenshot shows the UFunds website interface. On the left, there is a search bar and a list of grant categories including Anti-Black & Systemic Racism Venture Grants, Black at Brown [Graduate] Grant, BSBS Scholarly Development Fund, Carney Graduate Awards, CBLR Course Mini-Grant, and Climate Change Solutions Venture Grants. The main content area is titled "Graduate Student Copay Funding Program" and includes the following information:

- Application Deadline:** Aug 15, 2024 5:00 PM
- Primary Contact:** employeeandlaborrelations@brown.edu
- Award Amount:** Unspecified
- Available to:** Doctoral students

The program description states: "The Graduate Student Copay Funding Program is available to actively enrolled PhD or MFA students who are within guaranteed funding years or on a COVID-19 Appointment Extension and who are enrolled in the Student Health Insurance Plan for the 2023-2024 academic year."

Eligibility:

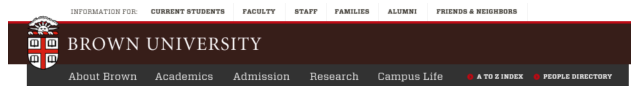
- A graduate student attests that they have had or will have regular weekly, semi-monthly, or monthly off-campus medical office visits where the full copay charge is incurred for service and/or prescription medication, or
- A student's total out of pocket charges exceed \$6,350.00 during the 2023-2024 coverage period.

Funding:

- If a student meets eligibility they would be entitled to receive a payment once per semester and/or reimbursement payment(s) in an amount equivalent to the difference between the costs of copays under the 2023-2024 health insurance plan and the 2022-2023 health insurance plan.
- If a student meets the total out of pocket total eligibility, they would be entitled to receive a payment in the difference between \$6,350.00 and their total out-of-pocket charges.

An "Apply" button is visible at the bottom of the application details.

3. The application asks for the following info:
 - a. Number of doctor’s office visits for the semester, and range of these visits.
 - b. Total copay amount incurred for office visits (this will usually be in increments of \$30), and requested amount of funding (this is \$15 per visit, i.e., the difference between our copays in the 2022-2023 plan vs the 2023-2024 plan)
 - c. Number of prescription drug orders.
 - d. Total copay amount incurred for prescription drug orders and requested amount of funding. The amount you can request is the increase on the copay from the 2022-2023 plan; this should be \$5,\$10 or \$15 per month, depending on the prescription drug.
4. **In order to get the funds from Brown, you will also need to register as a Miscellaneous Payee with Brown (if you haven’t done so already), using this [form](#), which will ask for your bank information.**



Miscellaneous Payee Registration Form

Note: To be completed by an individual payee for payments such as honorariums and travel reimbursement or Brown University students for prize payments. We require the same name/SSN combination as it appears on your income tax return.

Section 1: Payee's General Information

*First Name
First name of Individual Payee.

*Last Name
Last name of Individual Payee.

*Email
Email address of Individual Payee.