

Leanne Storch Support Group Fund Frequently Asked Questions

1. Who can apply for a Leanne Storch Support Group Fund (LSSGF) grant?
 - Pulmonary fibrosis support groups may apply for a LSSGF grant. Groups are limited to one grant per funding year. Groups must meet at least quarterly to qualify for an LSSGF grant.
2. What types of grants are available?
 - Support Groups may apply for:
 - i. *New Support Group Grant* (\$500) - a grant that helps establish a new pulmonary fibrosis support group.
 - ii. *Support Group Development Grant* (\$750) - a grant to help an existing pulmonary fibrosis support group expand and extend its impact.
3. Who determines who receives the grant?
 - All applications will be reviewed and scored by the LSSGF Review Working Group. The LSSGF Review Working Group includes representatives from PFF staff and the PFF Support Group Leader Network. Please contact Laura Devitt at ldevitt@pulmonaryfibrosis.org if you are interested in learning more about joining the LSSGF Review Working Group.
4. When can I submit receipts?
 - Grant recipients must submit receipts for all expenses paid using the grant.
 - Receipts for expenses using the grant can be submitted on a rolling basis to the attention of Laura Devitt at 230 E. Ohio St. Suite 500, Chicago, IL 60611 or emailed to ldevitt@pulmonaryfibrosis.org.
5. I applied for the grant, how do I find out if my support group will receive funding?
 - A member of the LSSGF Review Working Group will reach out to you to schedule an interview. After your interview, a PFF staff member will notify you regarding the status of your application.
6. What can I use the grant funds for?
 - Grant funds can be used for starting and/or enhancing a pulmonary fibrosis support group. Below are some examples of how the grant funds can be used. Note: This is not an exhaustive list of how the grant funds can be used. If you plan to use the funds for purposes not listed below, please contact Laura Devitt at ldevitt@pulmonaryfibrosis.org to confirm that funds can be used for this purpose.
 - i. Snacks and drinks for group meetings

- ii. Holiday luncheons/dinners, holiday gift baskets in the absence of in-person luncheons/dinners
 - iii. Site rental fees
 - iv. Electronics to enhance virtual meetings
 - v. Honorariums for non-healthcare professionals (e.g., patients, caregivers, lung transplant recipients, other speakers)
 - vi. Printing and advertising support group materials
 - vii. Small gifts to promote support group participation, under \$30 per gift (e.g., t-shirts, water bottles, notepads). Gifts may be purchased from the Shop PFF store.
 - viii. Flowers or other small gifts in honor of a support group member who has passed away
 - ix. Cards, flowers, or other small gifts for hospitalized or sick group members
7. Can we use the grant funds to provide honorariums to speakers?
- Funded groups can use their grant funds to give honorariums to patients, caregivers, lung transplant recipients, and other non-healthcare professionals for speaking at their support group meetings.
 - Funded groups may not use the grant funds for honorariums, stipends, or other payments to healthcare providers or healthcare organizations.
 - In 2023, all receipts must be received by December 31, 2023.
8. What should I do with unused grant funds?
- Any unused grant funds should be returned to the Pulmonary Fibrosis Foundation. Unused funds must be returned to the Foundation by the 15th of January of the following year. For grants provided in 2023, any unused funds must be returned to the Foundation by January 15, 2024.
 - Checks for unused funds can be made out to Pulmonary Fibrosis Foundation and mailed to the attention of Laura Devitt at 230 E. Ohio St. Suite 500, Chicago, IL 60611.
9. What are examples of expenses that I cannot cover through the Leanne Storch Support Group Fund?
- **Note: This is not a comprehensive list of expenses that cannot be covered through Leanne Storch Support Group Fund grants. Please contact the Pulmonary Fibrosis Foundation if you have any questions about the acceptable use of Leanne Storch Support Group Fund grants.**
 - Medical expenses: The Leanne Storch Support Group Fund grant may not be used to pay for medical expenses. Medical expenses include, but are not limited to, medications, co-pays, medical procedures, pulmonary rehabilitation, and oxygen equipment. This is not an exhaustive list. The grant funds are not intended to be used for any medical expenses for any individual.
 - Payment of healthcare providers or healthcare organizations.

- Institutional overhead
- Donations to nonprofit organizations over \$50. Donations may be made as a memorial gift, as long as they do not exceed \$50. Donations of any amount cannot be made to healthcare organizations.

Should you have any additional questions regarding the use of the Leanne Storch Support Group Fund, please contact Laura Devitt at ldevitt@pulmonaryfibrosis.org.