



## Camp Fire Summer Day Camp

### Financial Aid Application

Camp Fire Columbia strives to offer financial assistance to families who otherwise cannot afford our programs. Please make sure that your application is submitted complete with all required documentation.

**We will begin accepting Summer 2019 applications beginning April 1, 2019. Priority awards will be determined for applications received BEFORE May 1, 2019. The first Summer 2019 scholarship notifications will go out beginning May 15, 2019.** After that date, scholarships will be issued on a rolling basis if funds are available.

Please note that it can take a few weeks to process your application so please plan accordingly. You are responsible for all program fees that occur prior to a scholarship being issued. **Camp Fire scholarships are not applied to charges retroactively.**

- **To guarantee your child's place in Camp Fire's Summer Day Camp**, you must enroll your child in the Summer Day Camp program(s) you are needing and have paid the \$50 non-refundable deposit(s).
- If you want to apply for a scholarship first without paying the deposit, you can, but this will not guarantee space in the Camp Fire's Summer Day Camp program.
- Funds are limited. Please submit your application to the Camp Fire office as soon as possible. Those applications received before the May 1<sup>st</sup> deadline will get priority.
- A separate application is necessary for all Before & After School Summer Day Camp and Camp Namanu programming.

#### **Assessment and Award Process**

1. Scholarships are awarded based on a number of criteria including income, family size, family circumstances, scholarship funds available, and program space capacity.
2. As stated above, applications are considered on a rolling basis after May 15<sup>th</sup>, and can take a few weeks to process. If approved for a scholarship, we will send an award letter via email stating the Summer 2019 scholarship amount you have been awarded.
3. **You are required to notify us if your financial circumstances change.**

#### **Application Checklist:**

- Enroll your child in Camp Fire's Summer Day Camp and **pay the non-refundable deposit(s) to guarantee space.**
- Answer all application questions and attach copies of all required income verification documents.** If applicable, attach a copy of recorded legal agreement detailing child support and/or who is responsible for child care fees. Please only send the appropriate pages from the agreement. **Incomplete applications will not be processed.**
- Submit completed application either via email or post to the address below:  
Email completed application via pdf: [registrar@campfirecolumbia.org](mailto:registrar@campfirecolumbia.org)  
Mail: **Camp Fire Columbia**  
Attn: Registration  
1411 SW Morrison St. #300  
Portland, OR 97205



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**Camp Fire Summer Day Camp Location Requested:**  Portland  West Linn

Parent/Guardian Name: \_\_\_\_\_

Child #1: Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Grade \_\_\_\_ Age: \_\_\_\_

Child #2: Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Grade \_\_\_\_ Age: \_\_\_\_

Parent/Guardian Email Address: \_\_\_\_\_

Mailing Address: St: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Phone: (1): \_\_\_\_\_ Contact Phone (2): \_\_\_\_\_

**Registration Date:** \_\_\_\_\_ **(Please be aware if you do not enroll your child for Camp Fire's Summer Day Camp, you will not be guaranteed space in the program until you have completed the registration process, regardless of financial aid award)**

Sessions Requested:	Monday	Tuesday	Wednesday	Thursday	Friday	Weekly Fee Per Registered Child
<b>Week 1</b> 6/17-6/21						
<b>Week 2</b> 6/24-6/28						
<b>Week 3</b> 7/1-7/3				No program July 4 <sup>th</sup>	No program July 5 <sup>th</sup>	
<b>Week 4</b> 7/8-7/12						
<b>Week 5</b> 7/15-7/19						
<b>Week 6</b> 7/22-7/26						
<b>Week 7</b> 7/29-8/2						
<b>Week 8</b> 8/5-8/9 <i>West Linn only</i>						

Weekly fee per registered child: \$ \_\_\_\_\_

Weekly fee I am able to pay per child: \$ \_\_\_\_\_

Weekly scholarship amount I am requesting per child: \$ \_\_\_\_\_

**TOTAL GROSS MONTHLY HOUSEHOLD INCOME** \$ \_\_\_\_\_

Number of Household Members: Adults: \_\_\_\_\_ Children: \_\_\_\_\_

Number of Children Enrolling in Camp Fire's Summer Day Camp: \_\_\_\_\_

**Household Structure:**

<input type="checkbox"/> Two Parent – One Household	<input type="checkbox"/> Single Parent
<input type="checkbox"/> Two Parent – Two Households (Divorced, Step-Parent, Domestic Partner)	<input type="checkbox"/> Single Parent (Divorced)
<input type="checkbox"/> Foster Parent/Guardianship	<input type="checkbox"/> Other: _____

It is necessary for Camp Fire Columbia to understand your family structure. We know that family configurations can be complicated and diverse. Please add any additional family structure information you feel would be helpful in considering your request for a scholarship.

**Other Child Care Reimbursement Sources:** (Please be aware, ERDC and a scholarship cannot be combined)

- I qualify for Employee Related Day Care (ERDC)
- I have applied for ERDC support from DHS
- I qualify for other childcare reimbursement, Source: \_\_\_\_\_

**Are you (parent/guardian) an enrolled college, vocational, or trade student?**

Yes \_\_\_\_\_ No \_\_\_\_\_ School: \_\_\_\_\_

**Income Verification – ATTACH copies of the following documentation:**

1. 2018 Federal Tax Return for each adult in your household **or**
2. 2018 W-2 for each adult in your household **or**
3. Copies of all that apply:
  - a. Two (2) most recent pay stubs or unemployment checks
  - b. Financial aid award letter if you are student in school.

Or if you have do not have the items listed above, please attach one or more of the following:

4. Worker's compensation check
5. Latest award letter from Social Security or Veteran's Administration.
6. Records of income from self-employment
7. Record for property and other income sources
8. Any other untaxed income not reported

*\*\*Please note, foster families must also supply income verification documents for the household*

**If applicable, please attach:**

- If you are **divorced or separated**, you must attach copies of the appropriate pages from your recorded judgment stipulating
  - a. child care fee payment responsibility
  - b. monthly child support amount
  - c. monthly spousal support

*Please provide any additional information about your family's financial need and circumstances here:*

I certify that the information provided on this application is true and correct. I agree to provide additional documentation to verify need if requested. Further, I understand that my eligibility will be reviewed upon request of Camp Fire Columbia. **Failure to provide updated information will result in termination of financial assistance.** Camp Fire Columbia's policy is to revoke scholarships if childcare payments are not made in a timely manner per our payment policies. Participants are subject to the policies and regulations of Camp Fire's Summer Day Camp.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

If you're currently enrolled in a Camp Fire Columbia program, you are responsible for full payment for any program fees that occur prior to receiving a scholarship.

Please call the Before & After School Registrar at (971) 340-1613 or email [registrar@campfirecolumbia.org](mailto:registrar@campfirecolumbia.org) with any questions or concerns.