



Camp Fire Columbia's Before & After School Program

2019/20 Financial Aid Application

Camp Fire Columbia strives to offer financial aid to families who otherwise may not be able to afford our program. Please make sure that your completed application is submitted with all required documents.

We will begin accepting 2019/20 applications after registration opens for the school year. **The first 2019/20 school year award deadline is August 2nd.** After that date we will assess available financial aid funds and notify families as quickly as possible. We will review submitted applications again on October 18th, and January 17th.

You are responsible for all program fees that occur prior to any financial aid award start dates. **Camp Fire does not fund awards retroactively.**

- **To guarantee your space in the Before & After School program, all applicants must be registered online and have paid the non-refundable, annual registration fee.** However, if you want to apply for a financial aid first without paying the registration fee you can, but this will not guarantee space.
- Financial aid is only available to families enrolling in packages, not drop-in only care.
- Financial aid funding is limited; please apply as early as possible to access these funds.
- A separate application is necessary for all Camp Namanu Programming.

Assessment and Award Process

1. Financial aid is awarded based on a number of criteria including income, family size, family circumstances, financial aid funds available, and program space capacity.
2. We will review financial aid applications three times during the school year: **August 2nd, October 18th, and January 17th.** Once your application has been reviewed you will be notified if you have been awarded financial aid or not. We will send an award letter via email stating the monthly award amount and award start date.
3. **You are asked to notify us if your financial circumstances change.**

Application Checklist:

- Register online for Before & After School programming at your school and **pay the annual, non-refundable registration fee to guarantee space.** Register at <http://campfirecolumbia.org/programs/before-and-after-school/>.
- 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 be returned without being processed.**
- Submit completed application either via email or send to the mailing address below:
Email completed form as a pdf: Registrar@campfirecolumbia.org
Mail:
Camp Fire Columbia
Attn: Before & After School Registrar
1411 SW Morrison St. #300
Portland, OR 97205



Camp Fire Columbia's Before & After School Program

Financial Aid Application

Program School/Location: _____

Applicant Name (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): _____

Online Registration Date: _____ **(Please be aware if you do not register online, you will not be guaranteed space in the program until you complete the registration process)**

Package Requested: AM & PM PM only AM only

Days of the week youth will attend program: Monday Tuesday Wednesday Thursday Friday

Monthly fee per registered child: \$ _____

Monthly fee I am able to pay per child: \$ _____

Monthly financial aid amount I am requesting per child: \$ _____

TOTAL GROSS MONTHLY HOUSEHOLD INCOME \$ _____

Household Members: Adults: _____ Children: _____

Children enrolling in Camp Fire? _____

Household Structure (check all boxes that apply):

<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 financial aid.

Other Child Care Reimbursement Sources: (Please be aware, ERDC and financial aid **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 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 aid.** Camp Fire Columbia policy is to revoke financial aid 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 Columbia’s Before & After School program.

SIGNATURE: _____ DATE: _____

If your child is currently enrolled in a Camp Fire Columbia Program, you are responsible for full payment for any program fees that occur prior to receiving financial aid.

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