



# Camp Fire Columbia's Before & After School Program

## 2020/21 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 2020/21 applications on May 18<sup>th</sup>, 2020. **The first 2020/21 school year award deadline is August 2<sup>nd</sup>.** 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 19<sup>th</sup> and January 18<sup>th</sup>.

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, your child(ren) must be enrolled for program online.** However, if you want to apply for a financial aid first without paying any of the program fees, you can but this will not guarantee space for your child(ren).
- **A \$55 annual registration fee will be charged as you pre-register/enroll your child for program.** This annual registration fee helps pay for administrative and operating costs associated with programming. However, if you are currently experiencing a financial hardship that makes this fee unaffordable please reach out to the Before & After School Registrar at [awest@campfirecolumbia.org](mailto:awest@campfirecolumbia.org) for assistance in waiving this fee. Space in program is not guaranteed while you wait for financial aid to be approved.
- 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. A Camp Fire committee will review financial aid applications three times during the school year: **August 3<sup>rd</sup>, October 19<sup>th</sup>, and January 18<sup>th</sup>.** 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:

- Enroll online for Before & After School programming at your school and pay the initial fees to guarantee space. Enroll at <https://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 not be processed.**
- Submit completed application to the Before & After School Registrar either via email as a pdf or via mail:  
Email: [awest@campfirecolumbia.org](mailto:awest@campfirecolumbia.org)  
Mail: **Camp Fire Columbia**  
Attn: Before & After School Registrar  
1411 SW Morrison St. #300  
Portland, OR 97205



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## 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 Enrollment Date:** \_\_\_\_\_ (Please be aware if you do not enroll, space in the program cannot be guaranteed once your application is processed.)

**Package Requested:**  AM only  PM only  AM/PM

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.

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**Other Child Care Reimbursement Sources:** (Please be aware, ERDC and financial aid CANNOT be combined per ERDC regulations)

- I qualify for Employee Related Day Care (ERDC)
  - My ERDC copay is \$\_\_\_\_\_
- 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. 2019 Federal Tax Return for each adult in your household **or**
2. 2019 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
- If you qualify for **ERDC** you must attach documentation identifying your copay amount.

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

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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 email the Before & After School Registrar at [awest@campfirecolumbia.org](mailto:awest@campfirecolumbia.org) with any questions or concerns.