



Scholarship Application

It is the mission of The Arc of Katy to provide services for any person or family who desires to participate in The Arc of Katy, regardless of the ability to pay the standard membership or program fee. Every year The Arc of Katy raises money to help the developmentally disabled in the Katy, Texas area. Those not able to pay the full fee may be awarded assistance based on their demonstrated ability to pay. The Arc of Katy reserves the right to refuse assistance to any applicant.

To be eligible for a scholarship, applicants must be a member of The Arc of Katy and meet household/yearly income requirements. The Arc of Katy believes a strong sense of ownership and pride is developed if the recipient has contributed to the cost of their Arc of Katy involvement; therefore, applicants will be asked to pay some portion of the fees. Scholarships are awarded for a one-year period. Applicants will be notified once the application for scholarship has been reviewed.

**To apply for a scholarship, please mail the following information to The Arc of Katy
P O Box 6133, Katy, TX 77491**

1. Completed Scholarship Application

2. Most recent income tax return (this will be reviewed and returned to you)*

** If you do not file a tax return, call the IRS at (800) 829-1040 or go to www.irs.gov to download Form 4506-T and request a Verification of Nonfiling letter to submit in lieu of the tax return. You will then need to provide additional proof of any income (i.e. child support, food stamps).*

This application does not register the participant, nor does it reserve space in The Arc of Katy Day Camp program.

Parent/Guardian First Name	Parent/Guardian Last Name	Age	Program(s) Requested
Family Member First Name	Family Member Last Name	Age	Program(s) Requested

Address _____

City _____ State _____ Zip _____

Phone (Work) _____ (Cell) _____ (Home) _____

Email Address _____

Ethnicity: African American ___ Anglo ___ Asian ___ Asian/Pacific Islander ___ Hispanic ___ Other ___

Please indicate: Number of household members: _____ Adjusted Gross Income (per tax return) \$ _____

Additional funding/money to be considered: _____

Extenuating Circumstances to be considered: _____

I certify that the above information is true and complete to the best of my knowledge. I agree to inform The Arc of Katy immediately of any change in my income or family size. I understand that false or incomplete information could jeopardize my scholarship.

Signed _____ Date _____

Staff Use Only
 Date application received _____
 Adj. Gross Income \$ _____
 Verified by _____ (1st staff initials)
 Verified by _____ (2nd staff initials)

Office Use Only: ___ (___%) Approved ___ Denied Staff Signature _____ Date _____ ___ Applicant contacted ___ Entered in Camp	Additional Notes to File: _____ _____ _____
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THE ARC OF KATY SCHOLARSHIP POLICY AND PROCEDURES

- The Arc of Katy has agreed to offer scholarships to those in need of assistance for both the Day Program and the Summer Day Program.
- The Arc of Katy Scholarships are for one year and are not to exceed \$1,200 (\$100/month).
- Please include a one-page letter detailing need for scholarship and how attending The Arc of Katy programs will benefit your family member.
- How long have you and your family been members of The Arc of Katy?
- Is this first time applying for scholarship? If no, how many years recipient of scholarship?
- Is applicant currently attending Arc programs? If so, which ones and for how many days?
- Will family member volunteer with Arc activities and/or fundraisers?
- The Arc of Katy Board of Directors will approve a total budget for scholarship funding each year in August and the maximum amount of the scholarship award.
- Scholarship Applications will be reviewed and administered by the Finance Committee and one member of the Day Program Committee.
- Those in need of a scholarship will submit a scholarship application to the Finance Committee Chairman or the Day Program Committee representative by either December 1 (effective January 1) or June 1 (effective July 1) of each year.
- Scholarships will be awarded for a one-year period and will be submitted and approved each year in December and June. Scholarship recipients' families/guardians must submit a scholarship application for renewal of their scholarship prior to the end of their existing scholarship.
- Consideration of scholarships awards will be based on:
 - Financial need
 - Special circumstances of the individual
 - Camp staff evaluation
- Scholarship funds remaining in an individual's account at the end of the Day Camp or Summer Camp will be transferred into The Arc of Katy Scholarship Fund. Individuals will receive their approved scholarship funds for the days they attend the Day Camp or Summer Camp. The transfer of credit funds into The Arc of Katy Scholarship Fund is an accounting procedure and in no way affects the amount of scholarship monies approved for each recipient