



## The Scholarship Fund for Inner-City Children Invites Families to Apply for Tuition Assistance

### Facts About The Scholarship Fund (SFIC)

- For families with children in grades K-12 attending private/parochial schools in the Archdiocese of Newark (Bergen, Essex, Hudson and Union Counties).
- Tuition assistance is based on financial need and is awarded without regard to ethnicity, gender, race or religion. Some awards may not be transferable to another school or family member.
- Currently the SFIC General Scholarship Fund awards \$1,000 tuition assistance to elementary and high school students entering grades K through 12. **(Pre-Kindergarten programs are not eligible).**
- Tuition assistance applications for 2020-2021 school year will be available **on-line only** starting **February 1<sup>st</sup> 2020 until April 30, 2020** at [www.sficnj.org](http://www.sficnj.org).
- Deadline for submitting your on-line application with ALL REQUIRED DOCUMENTS is **April 30, 2020**.
- Financial documentation REQUIRED includes the following:
  - 2019 Federal 1040 (page 1 & 2 only) with children listed as dependents
  - 2019 W2
- If applicable:
  - 2019 Schedule C/Schedule 1 (if business/other income noted on form 1040)
  - 2019 SSI 1099S or benefit budget letter including monthly amount
  - Unemployment determination letter
  - Current SNAP Food Stamp and/or Welfare benefit budget letter including monthly amounts.
- A **\$30** non-refundable application fee (payable via credit or prepaid credit card) is required (one per family).
- Students receiving tuition assistance are not eligible to more than one award.
- All applicants will be notified by email of our decision **July 2020**.
- Tuition assistance payments are made directly to the schools (January 2021 and July 2021).

For more information and facts about applying visit [www.sficnj.org](http://www.sficnj.org). If you have any questions you can email your question or comment to [schofund@rcan.org](mailto:schofund@rcan.org). Make sure you leave your name, name of student, question and a daytime phone number where we can reach you.

**Q: When can I apply for The Scholarship Fund for Inner-City Children (SFIC) tuition assistance?**

- The application for the 2020-2021 school year will be available on the [www.sficnj.org](http://www.sficnj.org) website **PARENT PORTAL** beginning February 1, 2020. It may only be filled out and submitted on-line and will be considered complete once **ALL REQUIRED DOCUMENTS** are submitted. Any applications received without the proper financial documentation by the **April 30, 2020 deadline date** will not be considered.

**Q: How can I apply?**

- **RETURNING FAMILIES** who are currently receiving tuition assistance (or have previously applied in 2019) will receive an email with instructions on how to re-apply with a special link to access the on line application. Returning families **MUST USE THE EMAIL WITH THE UNIQUE APPLICATION LINK FOR YOUR FAMILY. Do not re-apply through the NEW APPLICANT link.** This will create a duplicate record in our system and the processing of the application will be delayed.
- **NEW APPLICANTS** who are applying for the very first time should visit the **PARENT PORTAL** on our website at [www.sficnj.org](http://www.sficnj.org) and create an account as a new family. When creating your account be aware that SFIC does not have access to your password so be diligent and save the information where you can readily gain access to it. You will be using this annually when you re-apply.

**Q: What is needed with my application?**

- All applications must include the following **REQUIRED DOCUMENTS** (**we cannot accept any financial forms/taxes from prior years or tax transcripts**) a copy of signed 2019 Federal 1040 form and all 2019 W-2 forms (and Schedule C/Schedule 1 if business/other income is reported on the Federal 1040 form) for all family members included as part of your household on the application. A \$30 non-refundable fee payable to SFIC is required. The 2019 Federal 1040 form must include the name(s) of each child for whom you are requesting assistance. If appropriate, you should also include copies of Unemployment, Child Support, Public Assistance, and Social Security benefits.
- All applicants must provide a valid email address.

**Q: What should I do if my current financial situation is different from my income reported on my 2019 Federal 1040 form?**

- Please fill out the appropriate section on the on-line application explaining any change in employment or compensation status. You must ***submit documentation that supports your letter.***

**Q: What should I do if I/we will not file in 2019 Federal IRS Tax return (extensions to file past our application cannot be accepted)?**

- Please submit a letter detailing why you are not filing. You must also detail your total household income for the period of January 1, 2019 to December 31, 2019 and include documentation that supports your household income (4 paystubs, letter from your employer on company letterhead, etc). We require legal documentation stating that the applicant is the legal guardian of the students you are requesting aid for. Acceptable documentation would be court parental agreement document or birth certificate.

**Q: Who is eligible to apply for the SFIC tuition assistance award?**

- Parents/Guardians of students in grades K-12 from low income families currently or planning to enroll in a private/parochial school located within the Archdiocese of Newark district (Bergen, Essex, Hudson, and Union counties) are eligible to apply. **We do not offer tuition assistance for any Pre-K or after school programs.** Only the schools listed on our online application can be considered.

**Q: Once my on-line application is submitted, can I call the SFIC office to inquire about the status of my application?**

- **No.** All applications submitted will remain under review until final determinations are made in late JUNE 2020. SFIC will not provide any information before a finalized award decision has been announced. All correspondence regarding your application will be emailed to you by JULY 2020.

**Q: Will you notify me if my on-line application is incomplete or missing information?**

- **Yes.** SFIC will **email you**, up until April 30, 2020, if you are missing any required documentation. Any information received after April 30, 2020 will be past the deadline and will not be eligible for consideration.

**Q: If my family is awarded, how is the payment made?**

- If your family has been awarded, payments will be made directly to your child(ren's) respective school in the form of two installments: 50% of the award will be paid in late January for the first half of the school year and the remaining 50% will be paid in July for the second half of the school year. Your tuition must be up to date to continue receiving tuition assistance!

**Q: If my child is currently receiving an award for SFIC do I have to reapply for the following school year(s)?**

- **Yes.** Families must requalify and submit an application annually for the SFIC tuition assistance, regardless of whether they are currently receiving or have been past recipients of an award. Families must also supply the most current financial documentation with their application every year. If you applied within the last year (whether you received an award or not) you will receive an email with a special link for you to access the application. Please check with our office at 973 497-4283 to make sure the email on file is the correct one. Do not use the link on the website for new applicants as it will delay the process.

**Q: What are the requirements needed to be considered for your tuition assistance?**

- Eligibility is based upon the total family household size and income. Your child must be enrolled or planning to attend a private/parochial school in the Archdiocese of Newark in grades K to 12 and you

must meet the financial requirements established by SFIC. We base our income requirements on 270% of the 2019 Federal Poverty level guidelines.

**Q: Do I have to be living in the same town as the school my child attends to be eligible to apply?**

- **No.** You do not have to live in the same town as the school but the school must be listed on our application to be considered.

**Q: Can I receive more than one tuition assistance award from SFIC for my child?**

- **No.** Only one tuition assistance award per student is permitted and **not all siblings receive awards!!!**