



Natick Public Schools Financial Assistance Program For the 2013-2014 School Year

NOTE: DEADLINE FOR APPLYING FOR ASSISTANCE FOR THE 2013-2014 SCHOOL YEAR IS JUNE 30, 2013. All applications must be received by this deadline. Only applications from new residents or families who experience a sudden and unexpected change in income after June 30th will be processed after the deadline.

Financial Assistance is available through an application process which will qualify families for assistance during the 2013-2014 school year with *Laptop Program Fees, ASAP/Early Risers Tuitions, Athletic Fees, Instrument Lessons and Transportation Fees*. This will be the only process used to qualify for assistance with these programs.

The application that follows is a PDF form that can either be downloaded and completed by hand, or it can be filled in directly on line and printed.

Mail the completed application along with all of the **required documentation** to:

**Natick Public Schools
Business Office
13 East Central Street
Natick, MA 01760**

Incomplete applications or applications filed without back-up documentation will be returned and thus delay the determination process. You will be notified by letter of the determination.

Please Note: This program does not qualify students to receive either free or reduced meals through the *National School Lunch Program*. A separate application for the *National School Lunch Program* is distributed on the first day of school and will be available in each school Office throughout the school year.

REMEMBER – JUNE 30TH IS THE DEADLINE FOR APPLYING FOR ASSISTANCE.



Natick Public Schools - Financial Assistance Application – 2013/2014 School Year

Dear Parent or Guardian:

Financial Assistance is available for **Laptop Program Fees, School Bus Transportation, ASAP, Early Risers, Instrumental Music Lessons, and Inter-Scholastic Athletic Fees.** The Directors and Coordinators for these programs will be notified of the determination for your family. **PLEASE NOTE:** This application **does not** qualify students to receive either free or reduced meals through the National School Lunch Program. A separate application for the National School Lunch Program will be distributed on the first day of school and will be available in each school office throughout the school year.

REQUIRED DOCUMENTATION THAT MUST BE SUBMITTED WITH YOUR APPLICATION



Applications received without documentation will be returned.

- Part 1 –Family Information** – Provides names of immediate family members residing in your home.
- Part 2 - Foster Children** – Submit a copy of court document or the letter from the Department of Children and Families naming you as the foster parent.
- Part 3 - Homeless or Runaway Children** – Send a letter from the Director of the Homeless Shelter where the children reside or contact the Natick Public Schools Home Liaison in Student Services to see if you qualify (508) 647-6510.
- Part 4 - SSI Disability or Death Benefits** – Send a copy of your letter from the Social Security Administration that documents your current monthly benefit.
- Part 5 – Income Eligibility** – Submit copies of pages 1 and 2 of your **2012 FEDERAL tax filing** and copies of your **W-2's** that support income listed on your return as *Wages, salaries, tips, etc.* If you have **business income** listed on your return on line 12, attach a copy of Schedule C or C-EZ. If you had **unemployment compensation**, include a copy of your benefit form.
- Part 5 – Child Support** – Send a copy of the court document that details child support payments.
- Part 5 - SNAP (Food Stamps) or TANF Benefits** – Send a copy of the letter sent by the Dept. of Transitional Assistance which documents the monthly benefit received. If you no longer have your letter, you may request a copy by calling the Department at 508-661-6600.

All documents provided are kept confidential and are not included in any student file. All documentation received is kept for three years and then destroyed. Send copies only. Do not send originals; they will not be returned.

Mailing and Contact Information

Mail or hand deliver completed applications and supporting documents to:

Natick Public Schools, Town Hall, 13 East Central Street, Natick MA 01760
Phone: 508-647-6493, option 2

Notification of Determination

You will be notified by letter of the determination. Please allow up to four weeks for processing.

Income Guidelines

Your family will qualify for assistance if your total household income falls at or below the limits on the chart below which are the same guidelines as established for the 2013/2014 USDA National School Lunch Program.

Household Size	Yearly Income
1	\$21,257
2	\$28,694
3	\$36,131
4	\$43,568
5	\$51,005
6	\$58,442
7	\$65,879
8	\$73,316
Each additional family member, add	+\$7,437

Sincerely,

William J. Hurley, Director of Fiscal and Management Services



Natick Public Schools - Financial Assistance Application – 2013/2014 School Year

Complete this application to apply for assistance with Laptop Program Fees, School Bus Transportation, ASAP/Early Risers, Instrumental Music Lessons and/or Athletic Fees.

Part 1 - List the names of all family members claimed on your tax return who are living in your home along with the School and Grade for each student attending Natick Public Schools. If you are applying for a **foster child**, enter only the foster child's information. A separate application is required for each foster child.

Family Information			Enter Student Information Here	
Last Name	First Name	Relationship to you	Natick School	2013/14 Grade
		Person completing application		

REMEMBER – YOU MUST PROVIDE THE REQUIRED DOCUMENTATION WITH YOUR APPLICATION AS LISTED ON PAGE 1. YOUR APPLICATION WILL BE RETURNED IF DOCUMENTATION IS NOT PROVIDED.

Part 2 – Foster Children - If the child listed in Part 1 is the legal responsibility of a welfare agency or court check this box, then complete Part 6.

Part 3 – Homeless or Runaway Children – If the child/children listed in Part 1 are Homeless or a Runaway check this box, then complete Part 6.

Part 4 – Social Security Disability or Death Benefit - If you are **not required** to file a tax return, enter monthly benefit here, and complete Part 6.

Complete this section only if you are not required to file a tax return. Otherwise provide this information in Part 5 below.			
SSI Disability		SSI Death	
\$	month	\$	month

Part 5 – If Parts 2, 3, and 4 do not apply, you must file based upon your 2012 earnings and any child support, SSI, or SNAP/TANF benefits that you are currently receiving. Enter the information as listed below and then complete Part 6.

Enter 2012 Yearly Totals in Whole Dollars	Income	
Total Income from 2012 Federal tax filing as listed on Form 1040, line 22; Form 1040A, line 15; or Form 1040EZ, line 4.	\$	Year
Child Support	\$	Year
SSI Disability/SSI Death Benefit	\$	Year
SNAP (Food Stamps) or TANF Benefits	\$	Year
Total Gross Family Income	\$	Year

Part 6 – An adult member must complete this section.

Print Name _____ Sign Name _____
Date: _____ Daytime Phone _____
Street Address _____
City _____ State _____ Zip Code _____

See Reverse Side for required documentation, income guidelines, mailing information and notification of determination.