

FOR OFFICE USE ONLY

Acceptance date \_\_\_\_\_  
Receipt of Application \_\_\_\_\_  
Church Approval \_\_\_\_\_  
1040/1040A \_\_\_\_\_  
School Approval \_\_\_\_\_  
Conference Approval \_\_\_\_\_

Name of Student _____	Telephone ( ) _____
Pastor _____	Telephone ( ) _____
Church _____	School Year 20_____ to 20_____

# MICHIGAN CONFERENCE

# Project Assist

Student Name \_\_\_\_\_

It is the desire of the Michigan Conference to make Christian education available to as many young people as possible.

Project Assist is designed to provide money on a matching basis to eligible secondary students upon request by the parents to the school. These funds are generated by the local church, academy, and the Michigan Advance Program (M.A.P.)

Parents requesting such assistance must complete the application provided and furnish all information asked for on the supplemental material requested.

Students must submit an academy application before they can be considered for project assist.

If approved by the Conference Board of Education amounts paid by the Michigan Conference (M.A.P.) funds will match the amount paid by the Academy.

These monies are available to any student who meets the criteria and desires to attend any of the Michigan Conference senior academies, but are limited by church participation and by academy and Conference funding. Funds will be paid to the academy each semester as student, parent, and local church commitments are met.

The Conference Board of Education will assign Project Assist funds as recommended by the Academy Executive/Finance Committee which will determine student eligibility.

Revised March 2002

# PROJECT ASSIST

Steps required to be eligible to receive PROJECT ASSIST funds.

**STEP 1: Academy administration will provide an explanation of the program to those who request it.**

**STEP 2: Parents will complete Sections 1-5 and 6 A&B.**

**STEP 3: Completed Project Assist application forms and a photocopy of the parent's U.S. Income Tax 1040 or 1040-A form, will be submitted to the Academy Executive/Finance Committee.**

**STEP 4: Church's Responsibility— The Conference and Academy are entrusting the church with the responsibility to do the initial screening. Policies to be followed are:**

- A. These funds will be taken from church funds and may not be donated directly by family members of the student except for normal giving to the church budget.**
- B. In granting approval, the church must consider:**
  - 1. The needs of the student**
  - 2. The family commitment to Christian education**
  - 3. The financial situation of the family**

**This assistance is based on NEED only, and a church cannot assume that matching funds are available to all students from the church.**

- C. The application should be reviewed by the church to insure that it is filled out completely. Incomplete applications will be returned to the applicant.**
- D. The church should file applications as early as possible because funds are limited.**
- E. If there are questions regarding interpretation of these policies, please have the pastor, treasurer, or chairman of the Worthy Student Committee call the business manager at the Academy.**

**STEP 5: The "church official" will fill out section 6 C, send the form and all supporting documentation to the academy business office.**

**STEP 6: The Academy executive/financial committee will determine eligibility and submit a recommendation to the Board of Education.**

**STEP 7: After approval by the Conference Board of Education, the funds will be processed and released as voted up to the amount available to the academy from MAP funds.**

# PROJECT ASSIST APPLICATION

## SECTION 1 STUDENT INFORMATION

**DATE OF APPLICATION**

Last Name		First Name		Middle Name	
Address				Home Phone	
City		State		Zip Code	
Birth Date	Age	Grade App. for	S. S. Number	Check One: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Does student have a summer job? <input type="checkbox"/> yes <input type="checkbox"/> no		What summer job			Est. Earnings \$
If student does not have summer job, is the student willing to work at the academy during the summer? <input type="checkbox"/> yes <input type="checkbox"/> no				<input type="checkbox"/> Dorm <input type="checkbox"/> Village	
Home Church		Pastor		Pastor's Telephone ( )	

## SECTION 2 PARENT/GUARDIAN INFORMATION

Please fill in the information about the parent(s) or guardian(s) who is (all) financially responsible for the student and who the student resides with.

Father's Name		Mother's Name	
Street Address			Home Telephone ( )
Town or City		State	Zip
Father's Occupation		Employed By	Business Telephone ( )
Mother's Occupation		Employed By	Business Telephone ( )
Father's Church Membership		Mother's Church Membership	

If parents of students are divorced or separated, please fill in the following information concerning the other parent.

Name		Telephone ( )
Street Address		Church Membership
Town or City		State
Occupation		Employed By
Business Telephone ( )		

Total child support paid for student in (year) _____ \$	Total child support paid for all of the brothers and sisters of student who are living with student: (year) _____ \$
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## SECTION 3 BROTHERS AND SISTERS

NAME	AGE	SCHOOL ATTENDING	SCHOOL COST FOR YEAR	AMOUNT PAID BY PARENTS	STUDENT AID RECEIVED

## SECTION 4 ASSETS OF PARENTS

**Current Value**

Home	\$
Investments (stocks, bonds or other securities)	\$
Business (include your share of all business assets)	\$
Other real estate	\$
Cash, savings, and checking accounts	\$
Motorized Vehicle (purchase price \$ Year )	\$
Motorized Vehicle (purchase price \$ Year )	\$
Trailers, Campers, or Boats (purchase price \$ Year )	\$
Trailers, Campers, or Boats (purchase price \$ Year )	\$
<b>TOTAL</b>	
	<b>\$</b>

## SECTION 5 FAMILY INCOME AND EXPENSES

MONTHLY TAKE HOME INCOME		EXPENSES	BALANCE DUE	MONTHLY PAYMENT
Wages (Net)		Home (mortgage <input type="checkbox"/> or rent <input type="checkbox"/> )		
Part-Time Work		Motorized Vehicles		
Social Security		Motorized Vehicles		
Pension		Trailers, Campers, or Boats		
Child Support		Utilities		
Investments		Telephone		
Other		Insurance		
		Total Credit Card Debt		
		Other expenses, use separate if necessary		
<b>Total</b>		<b>Total</b>		

### NOTICE TO PARENTS

I (We) certify that the above statements are true and correct to the best of my (our) knowledge. I (we) have also included a photocopy of my (our) U.S. income tax form 1040 or 1040-A for the previous year or if I (we) receive government assistance I (we) will send a copy certified by a government agency of all benefits from the government.

Signature of Parent(s)/Guardian:

Name \_\_\_\_\_ Name \_\_\_\_\_

## PROPOSED BUDGET AND AGREEMENT

### FOR OFFICE USE ONLY

CHARGES		INCOME	
Student		Student	
General Fee		Summer Earnings	
Tuition (10 months)		Work During the School Year (9 Months)	
Educational Flat Rate (10 months)		Parents	
Room (10 months)		Entrance Fee	
Board (10 months)		Estimated Monthly Payment (9 Months)	
Music		Church Project Assist (10 Months)	
Bookstore		School Project Assist (10 Months)	
		Conference Project Assist (10 Months)	
<b>Total Charges</b>		<b>Total Income</b>	
		<b>Difference</b>	

## SECTION 6

### A. STUDENT

I would like to attend \_\_\_\_\_ Academy, and I am willing to work as much as possible during the summer and school year. I understand that I may be assigned to work at an academy industry when I become 16 years old.

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_

### B. PARENTS

I assume the responsibility of the remaining portion of the bill after student labor and student aid have been credited to my child's account. I understand that my child may be assigned to work in an academy industry when he/she becomes 16 years of age.

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

### C. CHURCH

The (Name of Church) \_\_\_\_\_ is willing to assist the above named student in attending \_\_\_\_\_ Academy with \$ \_\_\_\_\_ for the school year. These funds will be taken from church funds and will not be accepted from the applicant's parents. The church has followed policies listed on application for approval of funds.

Signature of Church Official \_\_\_\_\_

Office \_\_\_\_\_ Date \_\_\_\_\_

### D. ACADEMY

\_\_\_\_\_ Academy is willing to assist the above named student with \$ \_\_\_\_\_ for the school year.

Signature of Principal \_\_\_\_\_ Date \_\_\_\_\_

Date of School Board Action \_\_\_\_\_

Student Name \_\_\_\_\_