

# YOUTH SUNSHINE SCHOLARSHIP

*Made possible by a grant from the County of Mercer.*

## WELCOME

Thank you for your interest in The Sunshine Scholarship. The **Sunshine Scholarship** is a financial assistance program designed to aid in providing recreational opportunities between Memorial Day and Labor Day, to families of children with disabilities ages 4 to 25 years. Awards given up to \$400. This program is made possible by a grant from the County of Mercer, the Progressive Center for Independent Living (PCIL) is the steward of these funds. Applications are processed for approval by PCIL on a first-come, first-served basis only once all documents have been received. Scholarship funds are limited.

## ELIGIBILITY CRITERIA

- Campers must be aged 4 to 25 years.
  - For new applicants' proof of age is required.
- Campers must reside in Mercer County NJ.
  - Proof of residency is required. (Utility Bill)
- Campers must be living with a disability.
  - Documentation is required. (IEP/504 Plan/ISP)
- Application must be completed and submitted to the PCIL by the designated deadline.
- Awards are based on household income. The total annual household income of all adults living in the household and the number of people living in a residence is used to determine income level.
  - Proof of income is required. See "DOCUMENTS WE REQUIRE" below.
- The applicant must agree that the participant will attend a minimum of 80% of the selected camp meeting dates. Failure to attend at least 80% of camp meetings will disqualify the family from reimbursements and/or future award opportunities.
  - Proof of attendance after camp will be required.
- Awards must be applied towards licensed outdoor enrichment camps and providers. Any costs over the award amount are the responsibility of the family or individual.
- The applicant agrees to notify PCIL of the camp choice, using the form provided by PCIL.
- The applicant agrees to provide PCIL will all documentation necessary for reimbursement, failure to provide documentation will delay payment.
  - Proof of attendance
  - Invoice/Receipt from licensed camp.

## HOW TO SUBMIT YOUR APPLICATION

**Option 1:** Fill out application below and email to: [campership@pcil.org](mailto:campership@pcil.org) (best option)

**Option 2:** Print and fax to: 609-581-4555

**Option 3:** Print and mail to: Sunshine Scholarship c/o PCIL, 3635 Quakerbridge Rd., Suite 40, Hamilton, NJ 08619-1247

**Option 4:** Print and drop it off in person to PCIL Mercer Office 3635 Quakerbridge Rd., Suite 40, Hamilton, NJ 08619-1247

*\*Iphones – To fill out on your device you must share the PDF to "Files" and choose fill out form.*

## HOW IT WORKS

**STEP 1:** Email the completed application below to [campership@pcil.org](mailto:campership@pcil.org) or fax to 609-581-4555 or drop them off at our PCIL Mercer Office at 3635 Quakerbridge Rd, Suite 40, Hamilton, NJ.

**STEP 2:** Within 3-5 business days you will receive a confirmation email with private and secure link to a document uploader and instructions on what supporting eligibility documents you will be required to submit. These documents include birth certificates, IEP/504 Plan/ISP for each camper, utility bill for household, and additional documents to verify income.

**STEP 3:** Using the private link provided to you, upload all necessary documents. *Please do not attach any documents to an email as it is not secure.* Failure to provide all the required supporting documents will result in delay of an award.

**STEP 4:** Once your eligibility documents are received, you will be notified in writing within 7 – 14 days of your Sunshine Scholarship award amount and given a *Camp Choice Form*.

**STEP 5:** Complete your Camp Choice Form and upload the form to your private link.

**STEP 6:** Once camp choice is received, PCIL will notify the camp of the scholarship and the required documents needed to be reimbursed including attendance records and invoices.

**STEP 7:** Enjoy your camp experience.

**STEP 8:** When camp is over, if you have opted to be reimbursed, return the *request for reimbursement* form along with your camper's attendance records and camp invoice. *Once attendance record and camp invoices are received, your request for reimbursement will be processed within 7 to 14 days.*

## REQUIRED DOCUMENTS

- Birth Certificate for each camper (*New Applicants Only*)
- Proof of Mercer County residency (*Utility Bill*)
- Disability Documentation (*IEP/504 Plan/ISP, or equivalent*)
- Proof of household income (*current tax return, SSI/SSDI, SNAP, 2 most recent paystubs or W2, LIHEAP, etc*).

## HOW TO SEND IN REQUIRED DOCUMENTS AFTER APPLICATION IS RECEIVED

Once PCIL has received your initial application via email, fax or in person, you will be sent a private and secure link to an upload portal. Each applicant must provide all the above documents to provide proof of eligibility. Please note it is important that these documents only be shared through the approved private and secure link sent to you from Progressive Center for Independent Living and never attached to an email. If digital copies are difficult for you, you may also opt to fax the documents to 609-581-4555 or drop them off at our PCIL Mercer Office at 3635 Quakerbridge Rd, Suite 40, Hamilton, NJ.



# SUNSHINE SCHOLARSHIP APPLICATION FORM

*Office Use Only:*  
Date Received: \_\_\_\_\_  
Received By: \_\_\_\_\_  
Form Complete: \_\_\_\_\_  
Applicant Amount: \_\_\_\_\_

## CAMPER INFORMATION

|            |           |                    |
|------------|-----------|--------------------|
| NAME _____ | AGE _____ | RELATIONSHIP _____ |
| NAME _____ | AGE _____ | RELATIONSHIP _____ |
| NAME _____ | AGE _____ | RELATIONSHIP _____ |

## PARENT/GUARDIAN INFORMATION

|               |             |
|---------------|-------------|
| NAME _____    | NAME _____  |
| PHONE _____   | PHONE _____ |
| EMAIL _____   | EMAIL _____ |
| ADDRESS _____ |             |
| CITY _____    | ZIP _____   |

## HOUSEHOLD INFORMATION

# OF ADULTS (18 and over) LIVING IN THE HOME \_\_\_\_\_ # OF CHILDREN LIVING IN THE HOME \_\_\_\_\_

## ACKNOWLEDGEMENT OF REQUIREMENTS *(Please initial for your agreement)*

- \_\_\_\_\_ I understand that PCIL will email me a secure private link where I will need to upload the following documents in order to be considered for the scholarship award.
- Birth certificate of all campers (new applicants only)
  - Proof of Mercer County Residency (utility bill)
  - Disability documentation (IEP/504 Plan/ISP, or equivalent)
  - Proof of household income (most recent tax return, SSI/SSDI, SNAP, 2 recent paystubs, W2, LIHEAP, etc)
- \_\_\_\_\_ I understand that delay in providing these documents may affect my award outcome.
- \_\_\_\_\_ I understand that I will need to provide a camp choice form once I receive notice of my award listing a licensed camp of my choice.
- \_\_\_\_\_ I understand that in order to be reimbursed I will need to provide proof of camp attendance at the end of camp and an invoice/receipt from the camp before I can be reimbursed.

## AGREEMENT

I agree that the information provided is accurate and complete. I further understand that if I neglect to provide all the documents necessary, my application will be placed at the end of the line. Additionally, I agree to fulfill all the requirements laid out in the program. I understand that it is my responsibility to submit receipts and attendance for reimbursement.

|                                  |                                       |               |
|----------------------------------|---------------------------------------|---------------|
| _____<br>Name of parent/guardian | _____<br>Signature of parent/guardian | _____<br>Date |
|----------------------------------|---------------------------------------|---------------|