

Application for Financial Assistance
for the
2007 “Our Dreams Take Flight”
5th Grade Cultural Exchange to Japan

Sponsored by Oya No Kai, Inc.

2007 “Our Dreams Take Flight” 5th Grade Cultural Exchange to Japan Financial Assistance Criteria

Approved by the ONK board on August 22, 2006

It is Oya No Kai, Inc.’s goal, subject to funding, is to have sufficient maximum or partial scholarships available to respond to all applications. To this end, scholarships are available for families that meet specified criteria. Confidentiality is protected for those who apply and/or receive scholarships. Confidential information is only available to the ONK Scholarship Committee and the school Principal, or appropriate delegates.

Level of Scholarship

- Partial Scholarship of \$500. This means that the recipient is responsible for at least \$700 of the cost of the Exchange in 2007 since the minimum deposit is \$1200. The scholarship recipient is responsible for any additional deposits that might be required.
- Maximum Scholarship of \$1000. This level means that the recipient is responsible for at least \$200 of the cost of the Exchange since the minimum deposit is \$1200. The scholarship recipient is responsible for any additional deposits that might be required.

Criteria for Granting Scholarships

- | | |
|--|-----|
| • Financial need * | 65% |
| • Extenuating Circumstances | 25% |
| • Participation in class fund-raising activities | 10% |

* Portland Public Schools’ criteria for free and reduced lunch will be used as guidelines for determining financial need. However, even if already granted such status, the full scholarship application must be completed.

Decision-making Process

- To protect confidentiality – the Richmond principal will collect applications and remove all names, addresses etc before passing the applications onto the ONK Reviewing Committee
- The ONK Scholarship Review Committee will be composed of the President or Vice-President of ONK, ONK Trip Liaison, and Trip Committee chair.
- All decisions of the Reviewing Committee shall be final.
- Applications will be returned to the Richmond principal, who will then inform the ONK Trip Liaison of the names of those granted scholarships and the level, as well as the names of those not granted scholarships.
- The Richmond principal will be responsible for shredding all confidential materials returned to her.
- The ONK Trip Liaison will send letters to all applicants informing them of the decision of the Reviewing Committee

Other Considerations

- Scholarship recipients are encouraged strongly to participate in volunteer activities connected to the “Our Dreams Take Flight” annual auction
- Scholarship recipients are responsible for any costs of the trip above and beyond those covered by the scholarship and fund-raised monies. These include omyage, school shoes, required T-shirts, and any balance between the funds raised to cover the cost of the Exchange and the awarded scholarship amount.
- Scholarships are not available to those families who participate as a chaperone, or to those families who extend their time in Japan.

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All information obtained in this financial application form will be treated as confidential, and be accessible only to the Richmond Principal and the ONK Scholarship Committee.

Part 1. Instructions for Applicants

A. Important Dates

September 29, 2006

Applications due in the Richmond school office

October 20, 2006

Applicants will be notified of decisions

All applications must be completed in full and signed. Applications for financial assistance will be evaluated according to the following criteria.

B. Evaluation Criteria and their weights

- | | |
|--|-----|
| 1. Financial Need / Income * | 65% |
| 2. Extenuating Circumstances (i.e. loss of job, medical, etc.) | 25% |
| 3. Participation in Exchange fundraising efforts | 10% |

* Portland Public School criteria for free and reduced lunch will be used as guidelines for determining financial need. However, even if already granted such status, the full scholarship application must be completed.

C. Required Information and Documents

1. A completed application form (attached)
2. A 2005 tax return and accompanying W-2s, or a written explanation of why no tax form was filed
3. Current payroll stub that represents the level of income for at least the last three (3) months
4. Copies of outstanding medical bills or students loans
5. Written explanation regarding your family’s “extenuating circumstance” (see the Special Information section on application).

D. Return the completed form with supporting documents in an envelope marked “CONFIDENTIAL” to the Richmond Elementary School office or mail to:

Richmond Elementary School
Attn.: Principal Anderson
2276 SE 41st Avenue
Portland, Oregon 97214

If you have any questions, you may call the Richmond Principal at 503-916-6220, or the ONK Trip Liaison, Liz Evans, at 503 287-5136.

**2007 “Our Dreams Take Flight” 5th Grade Cultural Exchange
Application for Financial Assistance**

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This Financial Application application should be returned no later than September 29, 2006 to the Richmond Elementary School office in an envelope marked CONFIDENTIAL.

Participant Information

Student’s Name: _____

Parent’s Name(s): _____

Phone Number: _____

Parent’s E-mail: _____

Financial Assistance Requested

- _____ Partial Scholarship of \$500. This means that the recipient is responsible for at least \$700 of the cost of the Exchange. The \$700 is due in 3 equal payments on October 31, November 30, and January 31, 2007. Any additional payments required for the Exchange will be due on the same schedule as additional deposits due for the class as a whole.
- _____ Maximum Scholarship of \$1000. This level means that the recipient is responsible for at least \$200 of the cost of the Exchange. The \$200 is due upon receipt of the letter informing you of the availability of the scholarship. Any additional payments required for the Exchange will be due on the same schedule as additional deposits due for the class as a whole

By submitting this application I acknowledge the payment requirements as defined above.

Parent’s Signature

Date

Household Information

Family Size: #of Adults _____ #of Children _____

Child Dependents in Household:

Name: _____ Age: _____

Name: _____ Age: _____

Name: _____ Age: _____

Name: _____ Age: _____

Financial Statement

Income	Monthly Amount (\$)	Expenses	Monthly Amount (\$)
Salary or Wages (gross)	\$	Rent / Mortgage	\$
Interest or Dividends	\$	Food	\$
Unemployment Benefits	\$	All Utilities	\$
Child/Spousal Support	\$	Child Care	\$
Disability/Workers Comp	\$	Transportation	\$
Social Security	\$	Medical Insurance	\$
Pensions	\$	Medical Bills	\$
Food Stamps	\$	Clothing/ Personal	\$
ADC	\$	Loan Payments	\$
Other (please explain below)	\$	Child / Parental Support	\$
		Tuition/ Books	\$
		Other (please explain below)	\$
<u>TOTAL MONTHLY Income</u>	\$	<u>TOTAL MONTHLY Expenses</u>	\$

ESTIMATED ANNUAL GROSS FAMILY INCOME \$ _____

SPECIAL INFORMATION - Letter of Need.

Oya No Kai, Inc 2007 5th Grade Cultural Exchange – Application for Financial Assistance
 Portland Public Schools does not fund, sponsor, or endorse this Exchange. The District is not responsible for conducting or supervising this Exchange. Portland Public School employees who choose to participate in this Exchange are not acting in their capacity as District employees and do so at their own risk. Students participating in this Exchange do so at their own risk. Oya No Kai, Inc does not discriminate on the basis of race, age, marital status, sex, disability, sexual orientation, or national origin.
 8/23/06

Please attach a letter stating your reasons for requesting financial assistance. Any additional documentation to support your need would be helpful. Also, please state your past participation in fundraising efforts related to the cultural exchange, and list fundraising activities that you will commit to participating in this year.

Signature Required

I declare that the aforementioned statements, to the best of my knowledge and belief, are true and correct. If requested to do so, I can or have provided substantiation of all facts including my current income.

Parent's Signature

Application Date