

## **Eliot Institute Financial Assistance Application Instructions**

*All information entered on this form is confidential*

*(revised February 2010)*

### **Instructions**

Submit your Eliot registration form directly to the Administrator with the normal deposit of \$50/camper. *Payment of this deposit is required in order for your application to be processed.* If you are granted financial assistance, but still feel you cannot afford to attend camp, your deposit will be refunded in full, if you notify the Administrator within 2 weeks of the notification of your grant. If your financial assistance request is turned down, you also have two weeks to request a refund of the deposit before it becomes non-refundable. Once an award has been accepted by a camper, the deposit becomes non-refundable.

As soon as possible after submitting your conference registration, submit the financial assistance application. This application should be submitted at least **one month prior** to the start date of the conference you wish to attend to allow adequate time for review by the financial assistance committee and payment of your portion of the fees **before camp convenes**. Applications submitted later will be considered only for camp staff, if time allows.

The primary purpose of our Eliot financial assistance program is to assist persons in financial need and who are members of UU congregations. Length of membership and degree of service may be a factor if applications need to be prioritized. The committee does, however, grant funds to applicants who are not members of a UU congregation, so do not hesitate to apply. If you are not awarded financial assistance, you may request a refund of your deposit. You may appeal the denial of a grant by submitting a letter and any supporting material to the administrator for transmittal to the entire Board of Directors.

*Send completed application to:*

#### **Eliot Institute Registration**

2628 31st Avenue West

Seattle, WA 98199

Voicemail & FAX: 206-374-2497

Email: [EliotRegistrar@gmail.com](mailto:EliotRegistrar@gmail.com)

**Eliot Institute Financial Assistance Application Form** *(revised February 2010)*

Name: \_\_\_\_\_

Full Address: \_\_\_\_\_

Phone (include area code): \_\_\_\_\_

Email: \_\_\_\_\_

Adjusted gross household income last year (from IRS 1040 or Canadian Tax form):

\_\_\_\_\_

(You are requested, but not required, to provide a copy of the tax form.)

Other income (child support, etc.): \_\_\_\_\_

Number of persons supported by the above income: \_\_\_\_\_ adults \_\_\_\_\_ children

Are you a single parent? \_\_\_\_\_

Do you expect a change of income? \_\_\_\_\_ If so, please explain:

Do you have unusual expenses or an unusual family situation which would make the above income not representative of your financial circumstances? \_\_\_\_\_

If so, please explain:

For which conference are you requesting financial assistance? \_\_\_\_\_

Have you already submitted your application to the administrator and paid a deposit? \_\_\_\_\_ (If not, the registration form and deposit must accompany this application.)

*Please list all persons, including yourself, for whom you would like consideration:*

<i>Name</i>	<i>Age</i>	<i>Relationship to you</i>	<i>Amount Requested</i>

Have any members of your family attended Eliot Institute before? Tell us who attended and when:

Please tell us why you want to participate in the Eliot Institute conference:

Eliot appreciates participants who volunteer talents, abilities or energy helping on committees (dances, decorations, worship services, clean-up, workshop offerings). How do you see yourself contributing?

Are you interested in a conference staff position which would provide a half campership? If so, please indicate the area you would be most interested in:

\_\_\_\_ infants, \_\_\_\_ children's program, \_\_\_\_ middle school, \_\_\_\_ youth group,

other: \_\_\_\_\_

***NOTE: It is possible to be on staff and also receive financial assistance. Willingness to be on staff is not required to receive assistance.***

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I am currently an active member of \_\_\_\_\_ congregation/fellowship. I joined in \_\_\_\_\_ (year) and have been a pledging member since \_\_\_\_\_ (year). I pay all my pledge or communicate with the church if circumstances prevent me from doing so. My current and recent activities, involvement and/or responsibilities in Unitarian-Universalist organizations (church, district, etc.) are:

*Please list a personal reference who can verify your information:*

Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Phone: \_\_\_\_\_

*My signature below verifies that the information I have provided in this document accurately represents my financial circumstances.*

\_\_\_\_\_ Date signed: \_\_\_\_\_ Signature of applicant

*Send completed application to:*

**Eliot Institute**  
2628 31st Avenue  
West Seattle, WA 98199