



SNOQUALMIE INDIAN TRIBE

EARLY EDUCATION BENEFIT APPLICATION

YOUR CHECK LIST	
NECESSARY DOCUMENTS	CHECK HERE
I have completed the Benefit Application Packet.	
I have included current proof of course, program, or sport enrollment	
<i>If requesting reimbursement, I have included the original itemized receipt.</i>	
<i>If requesting payment to school or program, I have included the tuition statement, and W-9 for the school or program</i>	

PURPOSE: The Snoqualmie Indian Early Education Benefit was developed to give Tribal children better access to educational opportunities by assisting Tribal families with early education related expenses. This benefit is intended to be the payer of last resort for tuition, fees, and deposits after all grant options have been exhausted .

ADULT APPLICANT PARENT/GUARDIAN INFORMATION:

First and Last Name: _____

Enrollment Number: _____ **Phone Number:** _____

Mailing Address: _____

City: _____ **State:** _____ **Zip Code:** _____

E-mail: _____

Eligibility: All student applicants must be an enrolled Snoqualmie minor child.

Available Benefit Amount: An eligible child may receive up to \$15,000 to cover tuition, fees, and other educational support expenses. Funding for this program is subject to availability of tribal resources and budget approval by Snoqualmie Tribal Council. All requests must be dated within the current Academic Year to be considered for reimbursement or payment. Upon receiving a complete application, requests may be processed within 14 business days.

Eligible Expenses:

- A. Costs for private school or if younger than preschool regularly scheduled educational enrichment classes, additional expenses include but not limited to: tuition, fees, books, school lunch program and required supplies relevant to the program.
- B. Summer camp/school that are affiliated with the school or local district and have educational components.
- C. Before and after care offered by the school or local school district.
- D. **Up to \$1,500** may be used toward technology expenses if a required need is established by the program the child is enrolled in. Eligible equipment includes a desk, laptop, headphones, ipad, or printer. Replacement items or duplicate items in the same category will only be eligible under this Policy once every three years.
- E. School-affiliated fees and expenses, funding in this category is limited to **up to \$3,000** of the available total benefit and activities include:
 - I. School fees (e.g., class fees, field trip fees, uniform fees and all other required fees);



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2. School spirit expenses (e.g., school logo gear and school photos).
3. Monthly educational box subscriptions, if consistent with the classroom curriculum being learned by the eligible student.
4. School affiliated or local school district/district club affiliated sports.
5. Non-school affiliated sports fees/required supplies and extracurricular classes' tuition costs/required supplies consistent with extracurriculars offer at large by the schools (e.g. Music, Art, Sports, Dance, etc)

Ineligible Expenses:

1. Dues for a non-school affiliated religious or social organization;
2. Recreational camps
3. Costs related to private tutoring;
4. Travel and transportation costs, including but not limited to, lodging, gasoline, and airfare;
5. Therapies, medical equipment, or other medical services of any kind;
6. Fines and penalties (late fees, overdue/damaged books) and parents' club or chaperone fees;
7. Generic supplies that are covered by the GW Minor Supplemental programs;
8. Costs related to homeschooling; and
9. Childcare at a facility other than the child's school or in home.

Application Process:

1. Applications for Early Education benefits are available at the Education Department office or on the Tribe's website.
2. If approved, applications will be processed for payment within 14 business days from the date of submission to the Education Department.
3. All applications for reimbursement of the current Academic Year must be turned in and complete by June 30.

Payment Distribution:

Requests for payment of school expenses may be made two ways:

A. Reimbursement:

1. The applicant must submit a completed Early Education Benefit application and all supporting documentation for the expense, and provide proof of payment such as an original receipt or cancelled check.
2. All receipts must be readable, in good repair, and be dated within the current Academic Year to be eligible for reimbursement.
3. Receipts received after July 1 which are dated between June 1 and June 30 of the previous Academic Year may be accepted until July 31. These expenses will be applied to the current Academic Year.

B. Direct Payment to the School or Vendor:

The applicant must submit a completed Early Education Benefit application, and all supporting documentation for the expense, provide a W-9 form for the school or vendor, and provide proof of expense such as an invoice or tuition statement.

Benefit Suspension

Benefit Suspension may occur for the following reasons:

- Intentional misuse of funds issued pursuant to this Policy;
- Failure to maintain consistent attendance or withdrawal from paid courses, lessons, or programming without notifying and meeting with the Education Department to discuss alternatives.



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STUDENT INFORMATION-ENROLLED SNOQUALMIE MINOR

Name: _____ Minor Tribal ID: _____

Grade Level: _____ School: _____

PROGRAM INFORMATION

Name of School/Program/Vendor: _____

Mailing Address: _____
Street City State Zip Code

Name of Contact Person: _____ Contact Number: _____

Contact Email: _____

ACTIVITY DESCRIPTION: In the space provided below, please label all expenses you would like to submit for funding for.

Expense Description:	Amount Requested:

Total Funding requested: \$ _____

This request is for (please circle one): Reimbursement OR Payment to Vendor, I've attached their W-9



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FUNDING ACCEPTANCE AGREEMENT

By signing this agreement, I, _____, am acknowledging and agreeing to the following:

Please initial that you understand and agree to the following:

_____ I hereby agree that my child is either enrolled in the school/program indicated on this application or is being homeschooled and agree to follow all rules, regulations, and attendance requirements of the school/program. I further agree that the funds issued to me for these educational purposes will be used solely for such purposes.

_____ I understand that I am required to disclose any and all financial aid, benefit benefits, tuition waivers, etc. upon receiving them. I understand that if I fail to fully and completely report the financial aid, scholarships, and other benefits I received, I will be required to REIMBURSE benefited funds to the Tribe and I will not be eligible for additional funding until the amount is paid in full.

_____ I understand and agree that I may be required to provide the Education Department with additional information or documentation to receive funding. I agree that I will provide updated contact information including mailing address, phone and email address to the Education Department whenever they change. I further understand and agree to mail, email or fax required follow up papers or documentation in a timely manner to receive initial funding and continued funding.

_____ I understand and agree that I am applying for this benefit as a matter of last resort, having exhausted all other funding opportunities available to me.

_____ FOR REIMBURSEMENT ONLY - I understand that I am required to turn in all original receipts and all receipts must:

- be readable and in good repair
- be clearly individually identified per student
- be dated between July 1 and June 30 of the current Academic Year.

I, the undersigned, have read, understand, and agree to abide by the terms and conditions of this Funding Acceptance Agreement. I certify the information contained in this application is complete and accurate to the best of my knowledge. I understand I am signing this application under penalty of criminal prosecution if I knowingly give false information which results in a payment which I am not entitled to.

Parent/Guardian Signature

Date