



*Tomorrow's Hope Foundation: 2018-2019 Scholarship Process*

*FACTS Application Checklist*

What will I need to complete the application?

- ✓ If you choose apply online, all aspects must be done online by visiting **online.factsmgt.com/aid**
  - ✓ If you choose to complete a paper application, all aspects must be mailed to FACTS.
1. Copies of your **2016 Tax Return, OR 2017 Tax Return** including **Sections C, E, F**
    - ✓ If an applicant & co-application file taxes separately, both tax returns are required
    - ✓ If you have not done your taxes yet, save your online application. You can upload the documents when they become available.
    - ✓ If an applicant does not file, there is an option to waive the financial documents at the end of the application
      - \*Please ask your FACTS assistant for help\*
  2. Copies of your **2016 W-2**
    - ✓ If there is an applicant & co-applicant on your application, both W-2s are required
    - ✓ If you work off the books, please bring a form of documentation
    - ✓
  3. **\*If this applies to you\***, copies of supporting documents for household non-taxed income such as:
    - ✓ Social Security Income
    - ✓ Welfare
    - ✓ Food Stamps
    - ✓ Worker's Comp



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**4. Application fee**

- ✓ \$30 check or money order for paper applications
- ✓ \$27 credit card # or bank account information