



# EMPOWER ILLINOIS

## Scholarship Granting Organization

### Tax Credit Scholarships

#### APPLICATION PROCESS AND KEY DATES

##### STEP 1

**On Wednesday, Jan. 15 at 6:30 p.m.**, you may access the reservation form on the Empower Illinois website.

The reservation form **requires** the following information:

- Parent name
- Contact information – address, phone number, email address
- Child(ren) name(s) include **all** children for whom you would like to apply for a scholarship

**At 7 p.m.**, you will submit the reservation form. Your submission timestamps your reservation.

This is a critical step as your timestamp matters and may impact your chances of receiving a scholarship. You will want to submit this form right at 7 p.m. Minutes matter.

##### STEP 2

**Beginning on or about Friday, Jan. 17, 2020**, you must complete the full scholarship application through the Empower Illinois online student portal. You will receive instructions via email about setting up your student portal after your reservation has been completed (step 1). Empower Illinois will begin awarding scholarships on Monday, Jan. 27, 2020. Scholarship awards are subject to the availability of funds at your school of choice. We recommend you submit your application **before Monday, Jan. 27** to increase your chances of receiving a scholarship.

#### APPLICATION MATERIALS

To apply, you need proof of Illinois residency, your adjusted gross income and a valid email address. Choose your most recent household and income documents from the same year to use throughout your application. We recommend securing these materials and scanning copies or taking photos of them now, so you have them on-hand when it is time to complete the application.

**Proof of Illinois residence (one of the following for the household):**

- Federal Form 1040 with name and current address
- Illinois driver's license with current address
- Illinois identification card (issued by the Secretary of State) with current address
- Utility bill with name and current address
- Statement of benefits from WIC or SNAP with name and current address
- W-2 or 1099 with name and current address
- Residential lease (current address) in the parent's name

**Proof of income:**

- Federal tax return, pages 1 and 2

If your federal tax return is not available to you, you can submit one of the following as proof of your household adjusted gross income:

- W-2
- 1099(s)
- WIC or SNAP benefits statements
- Year-end pay stub
- Letter, on company letterhead, from employer(s) indicating cash wages paid

**Valid email address** (e.g. Gmail, Hotmail, AOL, etc.)



For more information, [empowerillinois.org](http://empowerillinois.org).



# BIG SHOULDERS FUND

## Scholarship Granting Organization Tax Credit Scholarships

### APPLICATION PROCESS AND KEY DATES

The Big Shoulders Fund SGO application will be a two-step process this year.

#### STEP 1

Step 1 will open on **Tuesday, Jan. 14 at 8 a.m.** In the first step, applicants must provide the following information in order to receive their date-time stamp:

- Parent/guardian contact information
- Number of household members
- School district number in which you live
- 2018 or 2019 federal adjusted gross income
- Student name(s) and birth date(s)
- Student gender(s) and race
- Student grade(s) for 2020/21 school year
- Name of private school you wish the student to attend

Due to limited funding for this program, not all applicants will be asked to complete step 2. After Jan. 14, Big Shoulders Fund will email a limited number of applicants based on available donations, requesting applicants to complete step 2 of the process by submitting documentation to verify income and residence. More information and an application how-to guide can be found on Big Shoulders Fund's website: [bigshouldersfundsgo.org](http://bigshouldersfundsgo.org).

#### STEP 2

Step 2 applicants will be asked to submit proof of residence and proof of income.

#### **Proof of Illinois residence and current address** (one of the following for the household):

- Illinois driver's license with current address
- Illinois identification card (issued by the Secretary of State) with current address
- Utility bill with name and current address
- Residential lease (current address) in the parent's name

#### **Proof of income** (for all adult household members):

- Most recent federal 1040 tax return, pages 1 and 2
- Sworn statement – If you did **not** file taxes, Big Shoulders Fund requires that all adult household members complete and sign a sworn statement that your taxes were not filed and attach proof of income. This sworn statement can be found on Big Shoulders Fund's website: [bigshouldersfundsgo.org/apply](http://bigshouldersfundsgo.org/apply).

For more information, visit [bigshouldersfundsgo.org](http://bigshouldersfundsgo.org).