Washington County Community Foundation

*Helping You Give . . . Close to Home*

## ESO Fund Application Guidelines for Families

The ***ESO Fund*** provides need-based K-12 scholarships in compliance with the Educational Improvement Tax Credit Program of the PA Department of Community & Economic Development (DCED).

To be considered for an ***ESO Fund*** scholarship, an application must be submitted on the student's behalf by a parent or legal guardian. The application consists of an online submission and income verification documentation. Completed applications, including all required documentation, received by **October 31** will be considered.

Individual scholarship amounts will be determined by the Foundation considering DCED guidelines, the amount available to distribute, and the amount requested from all applicants. In no case will a scholarship be awarded that exceeds the cost of tuition. All scholarships are paid to the school, for credit to the student's account.

1. Visit ***https://goapply2.akoyago.com/WCCFSCHOLARSHIP*** and follow the prompts to register for an account. Please save this information as it will be needed for reentry or for future submissions. Select *Educational Improvement Tax Credit Program Application* to access the application.

    a) Section 1: Enter student name and school name.

    b) Section 2: Enter household information: Gross income can be found on line 7 of your Internal Revenue Service Form 1040. If you and your spouse filed separate tax returns, add line 7 from both tax returns to calculate your total AGI and enter that amount as household income. The student applicant must appear as a dependent on the corresponding tax return.

    c) Section 3: Complete the electronic signature and enter the date. You will receive an email confirming that the application was received.

2. Please provide to your school representative copies of your income verification documentation and a signed Income Verification Documentation and Transfer Authorization Form (available through your school).

**Please direct questions to your school representative or contact us at scholar@wccf.net or 724-222-6330.**

To learn more about the Washington County Community Foundation, please visit www.wccf.net.