



## Summer 2024 FACTS Grant & Aid Assessment Financial Aid Application Instructions and FAQs

Capital Camps is pleased to offer you a convenient and secure method to apply for need based financial aid through FACTS Grant & Aid Assessment, an independent, third party company that will conduct an initial financial analysis through an online application process. Capital Camps will receive a confidential report outlining your financial situation based on the information obtained in your application and supporting tax documents.

Financial aid grants are made for one year only. A new application for aid is required each summer, and aid is based on a family's current need and the availability of funds.

Applicants are subject to a one-time non-refundable application fee of **\$40 per family**. The same application fee can be applied to other institutions that process FACTS Grant & Aid Assessment services. FACTS accept all major Credit Cards (Visa, Master Card, American Express, and Discover).

Camper(s) must be registered with a deposit for a Summer 2024 session in order for a financial aid application to be reviewed.

If the deposit required to enroll a camper or if the FACTS fee will prohibit an application from being submitted, please contact Ruth Burka at 240-283-6158.

### **Site Navigation Tips that are important to review before starting your application:**

- In the FACTS financial assistance application, Capital Camps is referred to as a "school".
- **SELECT THE 2023-2024 YEAR FOR SUMMER 2024**
- On the Student Information screen, please register all children attending Capital Camps.

### **If you have applied for aid through FACTS for another institution for the 2023-2024 Year:**

- Log into your online account at <https://online.factsmgt.com> and add Capital Camps to your application.
- Capital Camps is located in **Rockville, MD**, for the search purpose of this application.
- You will need to complete custom questions for Capital Camps, but you do NOT have to complete a new application or pay another application fee.

### **If you are a new FACTS user:**

- Go to <https://online.factsmgt.com>
- Select "Create a username & password" to begin.
- Click on the **Apply for Financial Aid** link.
- Complete the steps as prompted.

**Do not use the browser "Back" button, doing so may cause unexpected results. The form is automatically saved as you progress through by clicking the "Next" button. You may also save it by clicking the "Save & Exit" button.**



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**CONTINUE READING FOR ANSWERS TO FREQUENTLY ASKED QUESTIONS.**

### **What is the deadline to apply for financial aid?**

**Submission to FACTS of a completed financial aid application with all documentation is due within 14 days of camp registration.**

Awards will not be considered until complete financial information is received from all parties financially responsible for the camper(s). Failure to submit an application by the filing deadline will delay processing and could jeopardize award amount.

### **Who decides how much financial aid a family will receive?**

Capital Camps is solely responsible for determining the final grant or aid award.

### **If I do not have all of the necessary information to complete the application online, will I have to start over?**

No. As you complete the online application, there will be a "Save and Continue" button at the end of each section. If you are unable to complete the entire application, you can select the "Finish Later" button and continue your application at a later time.

### **Who should I call if I have questions about the FACTS Grant & Aid Application?**

Contact the FACTS Grant & Aid Assessment Customer Care Center (866-441-4637), Monday - Thursday from 10:00 a.m. - 7:00 p.m., Friday from 10:00 a.m. - 5:00 p.m. Central Standard Time

### **What if I need to make changes to my application?**

If you are applying online and have not submitted your application as complete, you may log back on to the FACTS Grant & Aid Assessment website and make your changes. Once an online application has been submitted, you will need to contact the FACTS Grant & Aid Assessment office at 866-441-4637 or by e-mail at [info@factstuitionaid.com](mailto:info@factstuitionaid.com) to make changes. Some restrictions may apply to making changes to an application. A FACTS Grant & Aid Assessment team member will notify you if a change cannot be made.

### **How can I check the status of my application?**

Once you have completed the online application, you will be able to log on to the FACTS Grant & Aid Assessment website with a username and password to check the status of your application. You will create the username and password the first time that you log on. For questions regarding the status of your application, or if you have misplaced your username and password, you will need to contact a FACTS Grant & Aid Assessment team member at 866-441-4637 or e-mail FACTS at [info@factstuitionaid.com](mailto:info@factstuitionaid.com).

### **Will FACTS Grant & Aid Assessment send me a copy of my assessment?**

No. The assessment of your application will be sent only to Capital Camps.



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### **What happens to the tax forms and W-2 information that are submitted to FACTS Grant & Aid Assessment?**

All documentation received from an applicant is imaged upon receipt and then destroyed for security purposes.

### **Does FACTS Grant & Aid Assessment require families to submit supporting documentation to verify income?**

In order to provide Capital Camps with an accurate assessment, FACTS Grant & Aid Assessment must verify your expenses and household income. By providing FACTS with all of your information, Capital Camps can make an informed decision about the amount of financial aid needed for each family. Therefore, the following is required:

#### **Required Documentation:**

- Copy of your most recent Federal Form [1040](#), [1040A](#) or [1040-EZ](#) U.S. Individual Income Tax Return. If applicant and co-applicant file separately, tax returns for both the applicant and co-applicant are required for the same tax year.
- Copies of all 2022 [W-2 Wage and Tax Statements](#) for both the applicant and co-applicant.
- Copies of all 2023 [W-2 Wage and Tax Statements](#) for both the applicant and co-applicant if you are applying for financial assistance after December 31, 2023.
- Copies of all supporting tax schedules if you have income/loss from any of the following:
  - Schedules 1 and D
  - Business - send [Schedule C](#) or [C-EZ](#) and [Form 4562](#) Depreciation and Amortization
  - Farm - send [Schedule F](#) and [Form 4562](#) Depreciation and Amortization
  - Rental Property - send [Schedule E](#)
  - S-Corporation - send [Schedule E](#), [Form 1120S](#), [Schedule K-1](#) and [Form 8825](#)
  - Partnership - send [Schedule E](#), [Form 1065](#), [Schedule K-1](#) and [Form 8825](#)
  - Estates and Trusts - send [Schedule E](#), [Form 1041](#) and [Schedule K-1](#)
  - Itemized Deductions – if you itemize deductions, send [Schedule A](#)
  - Copies of all supporting documentation for household Non-Taxable Income such as: Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and Temporary Assistance for Needy Families (TANF).