

Dear Parent or Guardian,

Catholic schools are a great blessing to the Diocese of Trenton because they provide a good ground for nurturing seeds of faith and knowledge in the hearts and minds of all our students. Thank you for choosing to give your child(ren) the gift of a Catholic school education, a gift that is given at a great sacrifice for many families.

FACTS Grant and Aid Assessment (FGAA) will be conducting the financial need analysis for the Diocese of Trenton for the upcoming 2017-2018 school year. Families applying for financial aid will need to complete the application, which is now available online, and submit the necessary supporting documentation for Round 1 to FGAA **by March 3<sup>rd</sup>**. The deadline for Round 2 is **May 15<sup>th</sup>**. Applicants can apply online by going to <https://online.factsmgt.com>. Online applications are available in English and Spanish. To select Spanish, simply click on the link in the upper right-hand corner of the screen before you log in. The application fee is \$30, and it is due at the time you submit your application. Forms of payment include debit cards, major credit cards, or an electronic check.

Once an online application has been completed, the following information will need to be provided to FACTS to complete the application process:

- Copies of your most recent Federal tax forms including all supporting tax schedules.
- Copies of your most recent W-2 forms for both you and your spouse.
- Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF.

All supporting documentation can be uploaded in pdf format online.

Documentation can also be faxed to 866-315-9264 or mailed to the address below. **Please be sure to include the applicant ID on all faxed or mailed correspondence.**

FACTS Grant & Aid Assessment  
P.O. Box 82524  
Lincoln, NE 68501-2524

**In order to assist families in completing the online application the Diocese and several of our partner schools are offering FACTS Online Application Workshops during January and February. Staff and FACTS representatives will be on-hand to walk families through the application process. The dates and locations of these workshops are attached. Families must sign up online for a workshop and may do so by contacting the school (see attached).**

If you have any questions or concerns about the application process, you may contact your school. The Diocesan contact is Kathleen Golazeski, 609-403-7168. To speak with a FACTS Customer Care Representative call 866-441-4637.

Thank you for the blessing you are to our children and our church and for your continued commitment to Catholic school education.

Sincerely,  
<School Official>