

The West-MEC grant is available for **High School Students** to apply if they need partial assistance with West-MEC fees or college textbooks. Students enrolled in **Aesthetician, Aviation, Cosmetology, Massage Therapy and Welding** may apply for assistance with registration fees. Students are responsible for the 1<sup>st</sup> payment at registration. **Fire Science** students may apply for assistance with fees for college textbooks. Please complete this application, attach the required documents and submit:

**Grant Committee**  
**West-MEC**  
**5487 N. 99<sup>th</sup> Avenue**  
**Glendale, AZ 85305**

For questions, please contact:  
 Marilyn Babyar 623-738-0019  
 Speranta Klees 623-738-0018

The priority for submission is **April 15, 2016**. All eligible students will be considered; however, the number of awards is limited to available funds. **Awards will be based on availability of funds, financial need (see chart below), good attendance record and the submission of a completed packet as follows:**

- **Financial need (see chart below);** please **attach a copy of the first 2 pages of your family's 2015 Federal 1040 Tax Form.** *If no federal tax returns were filed, please submit documentation of household member participation in a federal benefits program (Supplemental Social Security Income, Food Stamps/SNAP, TANF, WIC, AHCCCS, KidsCare)*
- **Attendance record;** please attach an attendance summary report from your school for the fall semester 2015.

Applicants submitting before the priority date will be notified by **April 22, 2016**. All other applicants will be notified two weeks after submission. See next page for thank-you letter details, if selected for this grant.

West-MEC Central Program \_\_\_\_\_ Name of High School \_\_\_\_\_  
 Student Name \_\_\_\_\_ Parent Name \_\_\_\_\_  
 Home Address \_\_\_\_\_ City/Zip \_\_\_\_\_  
 Phone: Home \_\_\_\_\_ Cell \_\_\_\_\_

**Family Income and Guidelines for Grant Consideration**

| Household size          | Yearly   | Monthly | Weekly |
|-------------------------|----------|---------|--------|
| 1                       | \$21,257 | 1,772   | 409    |
| 2                       | 28,694   | 2,392   | 552    |
| 3                       | 36,131   | 3,011   | 695    |
| 4                       | 43,568   | 3,631   | 838    |
| 5                       | 51,005   | 4,251   | 981    |
| 6                       | 58,442   | 4,871   | 1,124  |
| 7                       | 65,879   | 5,490   | 1,267  |
| 8                       | 73,316   | 6,110   | 1,410  |
| Each additional person: | +7,437   | +620    | +144   |

Total family members\* \_\_\_\_\_. Household gross income in 2015 \$ \_\_\_\_\_. Information provided on this form is true and complete to the best of my knowledge. All information provided will be kept in strict confidence.

*\*If total number of family members is different from what is listed on tax forms, please attach explanation.*

\_\_\_\_\_  
 Parent Signature and Date

**SUMMARY OF REQUIRED DOCUMENTS:**

- Application**
- Attendance Record Fall semester 2015**  
**Online students, submit log-in verification sheets (30 hours per week is considered full-time attendance)**
- First 2 pages of 2015 Federal 1040 Tax Form or federal benefits documentation**

\_\_\_\_\_  
 Student Signature and Date

The West-MEC Grant is a form of financial assistance available to students with demonstrated financial need.

**Proof of financial need does not guarantee funding.** Awards are based on availability of funds, timeliness of application and a strong attendance record.

**Thank You Letter**

Every West Grant recipient is **required** to write a thank-you letter to the donors funding this grant program.

The letter needs to express your thanks for the financial assistance you are receiving. Also, please include other pertinent information such as your academic and career goals and how participating in the West-MEC Program (Aesthetician, Aviation, Cosmetology, Fire Science, Massage Therapy and Welding) will help you achieve your goals and dreams.

Please address your letter to: “Dear West-MEC Supporter”. Sign your letter with your full name and send:

By Email to: [Speranta.klees@west-mec.org](mailto:Speranta.klees@west-mec.org)

OR

Drop off (7:30 am - 6:30 pm)

OR

Mail to: Speranta Klees, counselor  
West-MEC, 1617 West Williams Drive  
Phoenix, AZ 85027

**THANK YOU LETTERS ARE DUE BEFORE PAYMENT IS POSTED ON YOUR ACCOUNT, OR BEFORE YOU PICK UP YOUR BOOKS AT THE COLLEGE BOOKSTORE!**  
**West-MEC bundles all thank-you letters and sends to donors on behalf of students along with thank-yous from staff/administration.**

Thank you for your cooperation. We at West-MEC are very grateful for our donors’ support of our students/families. We hope to maintain our relationship with our donor/business partners and showing appreciation goes a long way in renewing this grant from year to year.