

## Preparing Your Curriculum Grant Application

Because we offer Curriculum Grants to families in all U.S. states and territories, we ask for a variety of documentation to verify that families are homeschooling and meet the grant eligibility criteria.

**\*STOP\* Before proceeding, make sure you are eligible to apply by reading through the eligibility qualifications at [hslida.org/curriculumgrant](https://hslida.org/curriculumgrant).**

### Checklist

Before beginning your application, gather the following information and electronic documentation, which are more fully explained over the next few pages:

- Contact information for two character references
- List of materials you wish to purchase
- Documentation showing one month of all forms of income and/or financial support
- Evidence of homeschooling
- Diagnosis of child(ren)'s special needs, if applicable
- Spouse's death certificate, if applicable
- Evidence of military service, if applicable

### Choose Character References

Select two people to serve as character references. Re-applicants may use the same references as in prior applications.

References should be able to vouch for your integrity, your general family situation, and the fact that you're homeschooling. They do **NOT** need to know detailed information about your financial circumstances.

Gather the following information for your two references:

- Full name
- Street address
- Phone number
- Current email address  
*Please type this carefully!*

To avoid your application being delayed or closed:

- Type the correct email address for both references.
- Be sure to disclose your **full and accurate relationship** to your references.
- Be sure your references meet **ALL the reference qualifications** detailed on [hslida.org/curriculumgrant](https://hslida.org/curriculumgrant).
- Follow up with both references **AFTER** we notify you that we have contacted them. Make sure they both received our email and will complete their reference forms promptly.

### Overview

**Primary grant purpose:** To help privately homeschooling families afford materials to teach core academics and/or address their children's special needs.

**Grant size:** Typically, a few hundred dollars per homeschooled child.

**Application time:** The online application takes approximately 1–2 hours to complete.

**Use Chrome and NOT Safari** as your browser when filling out the application.

**Grant timeline:** Applications take 4–8 weeks to process.

**Grantee responsibility:** After receiving a grant, recipients must submit receipts totaling the amount of the grant.

**Reapplication:** Families may reapply each year if they still meet all eligibility criteria and are members. Visit [hslida.org/curriculumgrant](https://hslida.org/curriculumgrant) for eligibility information.

## Grant Usage Guidelines

Curriculum Grants are intended primarily to help fund core academic subjects and/or address special learning needs. We also recognize the important part that technology and electives play in many homeschools.

**Any amount of your grant** may be spent on:

- Curricula and materials for core academic subjects
- Academic tutoring
- Tuition for co-ops and classes, including online classes and dual enrollment
- Academic testing
- Diagnostic testing, educational therapies, and specialized materials for children who have special needs

**Approximately half of your grant (total)** may be spent on:

- Educational technology
- Electives

**A small percentage of your grant** may be spent on school supplies.

Other purchases may be permitted based on family circumstances and the availability of funds. **Usage guidelines will come with your check and will contain detailed instructions about how your specific grant may be spent.** For example, families recovering from home damage may often use a portion of their grant to replace essential household goods.

## Listing Your Funding Request

The application will ask you to list the educational items you are planning to use your grant to buy or items you recently purchased for which you would like to be reimbursed.

For each item or collection, list:

- Company/vendor
- Program/class
- Total cost

You do **NOT** need to itemize by **child**, by **grade**, or collections of **reading lists, school supplies, or additional fees**. For example, it is fine to list “school supplies, \$50” without further breakdown. See sidebar for details.

You **CAN** use your grant to purchase other items besides just those listed on your application, but your grant administrator may be able to provide you with special discounts or free materials based on what you list on the application.

### Ineligible purchases

**Most grants may NOT be spent on the following:**

- Extra-curriculars
- Furniture
- Household goods
- Bills
- Religious training materials
- Continuing education and/or technology for homeschooling parents

### School supplies

**The following items may be grouped under “school supplies” on your application and do NOT need to be itemized:**

- Pencils and pens
- Pencil sharpeners
- Erasers
- Highlighters
- Crayons and markers
- Composition books
- Notebook paper
- Glue/tape
- Scissors
- Rulers
- Globe/maps/atlas
- Flash cards

**Please itemize more significant materials like:**

- Graphing calculator
- Geometry tools
- Dissection kit
- Microscope
- Laminator

## Gather Your Documents

Have the following documents in an electronic format before beginning your application.

**Using your phone to take pictures of paper documents is fine** so long as the image is clear and the document is readable.

Each file must NOT exceed 5MB, and your application's total attachments must NOT exceed 35MB.

**Evidence of Homeschooling** – Provide written acknowledgement from your school district of:

- Your notice of intent to homeschool
- Your letter of withdrawal from school
- Your letter of religious exemption
- Your application for approval of homeschool

**OR** one (1) of the following from another source:

- Copy of HSLDA current school year/membership ID, paid for by the applicant (not acquired through MFA)
- Official letter from the leader of your homeschool co-op or support group on letterhead (e.g., Classical Conversations, local co-op, umbrella school, church school, etc.)
- End of year assessment test results for each child
- A month of lesson plans for each child
- Current report card/transcript for each child OR a writing sample AND a math test for each child

**Financial Documentation** – Provide all that apply:

- Copy of IRS Form 1040 (first 2 pages only) from your recently filed income tax return, if you were required to file
- One month of current paystubs\*
- Social Security statements for survivor's benefits or disability (including children's benefits)
- Food stamps and housing assistance benefit letters
- Child support or alimony documentation
- Student aid loans
- Any other forms of financial support or benefits
- Any other forms of current income, including letters of church/pastoral or parental support

**\*If you are self-employed and do not have paystubs**, submit one of the following:

- Ledger which you keep for your records
- Three bank statements that show average monthly deposits
- QuickBooks/Microsoft Excel sheets
- Any other form/record which you use to keep track of your profit and loss

## Start Your Application

You're now ready to begin your application! Go to [hslida.org/curriculumgrant](https://hslida.org/curriculumgrant) and scroll down to the application button.

We're excited to partner with you to give your child(ren) a brighter homeschool experience.

### Other documents, if applicable

The following only apply to certain families. We may be able to grant more of your funding request if we have supporting documentation of your situation.

**Diagnosis of special needs:**

If you are requesting special needs curriculum or therapy for your child(ren), please provide a letter or statement from a medical professional, detailing his/her diagnosis. (Do not send the whole document, only the page with the diagnosis.) If a diagnosis is not available, provide a **statement of observation** explaining how your child(ren) would benefit from testing or evaluation.

**Spouse's death certificate:**

If you are a widow or widower, the application may ask you to provide your spouse's death certificate.

**Military status:**

If you have served in the military, you may be asked to provide documentation reflecting your current military status.