



March 30, 2009

Dear Pennsylvania Families:

We would like to take this opportunity to let you know that your family may qualify for a scholarship to help defray the cost of your child's preschool tuition. These funds have been donated by area businesses through the Educational Improvement Tax Credit program, and are administered through the Dr. Gertrude Barber National Institute. Scholarship requests of \$1000.00 or less will be accepted on an ongoing basis for the 2009-2010 school year until grant funds have been exhausted.

Applying for a scholarship is quick and easy, and an application and instructions are attached. Scholarships may be awarded for tuition to any pre-kindergarten program in Pennsylvania. The student must be a resident of Pennsylvania who is at least three years of age, and is a member of a household with an annual household income of not more than \$50,000 (except that an additional income allowance of \$10,000 is permitted for the student and for each other dependent as defined by IRS within the same household).

"The scholarship program helps ensure that as many children as possible have access to a quality preschool. Helping all children start school ready to learn is critical to their future success and the well being of society as a whole. We are grateful to the many businesses who have contributed to this program" -- quote from Dr. Barber-Carey.

**Scholarships for the 2009-2010 school year will be accepted beginning May 1, 2009 and awarded based on eligibility on a first-come, first-served basis.** All applications received before that date will be returned. If you have any questions or concerns, please contact Melody Reddecliff at 878-5942 or by email at [MReddecliff@BarberInstitute.org](mailto:MReddecliff@BarberInstitute.org).

Sincerely,

Maureen Barber-Carey, Ed.D.  
Executive Vice President

John J. Barber  
President/Chief Executive Officer

Updated: January 2, 2009

**EDUCATIONAL IMPROVEMENT ORGANIZATION PRE-KINDERGARTEN  
SCHOLARSHIP PROGRAM**

**Application Completion Procedures**

1. Parent/Guardian completes PART I, must be signed. (If any information is left blank it will delay the processing of your application)
2. Preschool completes PART II
3. Local elementary school or school district contact completes curriculum alignment letter (sample attached to application)
4. Parent/Guardian complete and sign W-9
5. Parent/Guardian submits completed application , W-9, and curriculum alignment letter along with most recent Federal Income Tax return (1040) to:

Dr. Maureen Barber-Carey  
ATTN: Preschool Scholarship – Box 53  
100 Barber Place  
Erie, PA 16507

6. Any questions, call Melody Reddecliff at 878-5942.

The Dr. Gertrude Barber National Institute  
100 Barber Place  
Erie, PA 16507

Education Improvement Organization  
SCHOLARSHIP APPLICATION

PART I

Child's Name: \_\_\_\_\_  
First Middle Last

DOB: \_\_\_\_\_

Address: \_\_\_\_\_  
# Street City Zip

Phone: \_\_\_\_\_

Name of Preschool: \_\_\_\_\_

Parent/Guardian Information:

Name: \_\_\_\_\_  
First Middle Last

Address: \_\_\_\_\_  
# Street City Zip

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Current Employer: \_\_\_\_\_

Anticipated Cost of Pre-Kindergarten Program (Include registration fees): \_\_\_\_\_

Household Income (Necessary for financial eligibility): \_\_\_\_\_

**\*\*Parent/Guardian Signature:** \_\_\_\_\_

*\*By signing this form you are certifying that the information provided is accurate and correct.  
\*\*If you do not sign we cannot approve your application.*

School year applying for - 2009-2010

*Note: Please attach a copy of your most recent Federal Income Tax return, 1040.*

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Barber National Institute Office Use Only: Date Received \_\_\_\_\_ Initials \_\_\_\_\_

## Request for Taxpayer Identification Number and Certification

**Give form to the  
 requester. Do not  
 send to the IRS.**

Print or type  
 See Specific Instructions on page 2.

Name (as shown on your income tax return)	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/ Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶ .....	
<input type="checkbox"/> Exempt from backup withholding	
Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code	
List account number(s) here (optional)	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number
+       +
OR
Employer identification number
+

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
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### Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

**U.S. person.** Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
  2. Certify that you are not subject to backup withholding,
- or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or

• Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

**Foreign person.** If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

**Nonresident alien who becomes a resident alien.** Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.



5900 STERRETTANIA ROAD  
FAIRVIEW, PA 16415  
(814) 833-0286  
INFO@LEADERSHIPCHRISTIANACADEMY.ORG

April 1, 2009

Pastor Diane Price  
Administrator/Principal  
Leadership Christian Academy  
5900 Sterrettania Road  
Fairview, PA 16415

Dear Diane Price,

The curriculum content and methods of instruction at Leadership Christian Academy Pre-Kindergarten Program are consistent with those used at Leadership Christian Academy Kindergarten and Elementary School. The Leadership Christian Academy Pre-Kindergarten Program has agreed to align its instructional and developmental activities so that its students will be prepared to enter Kindergarten at Leadership Christian Academy Elementary School when and if they choose to do so.

Respectfully,

A handwritten signature in blue ink that reads "Pastor Diane Price". The signature is written in a cursive style.

Pastor Diane Price  
Kindergarten/Elementary Administrator