



Alameda County's

BOOK MONEY

Fall



Pick Up Applications at ILP Office

**675 Hegenberger rd.
Oakland, CA 94621**

Aug. 14th - Oct. 6th

Follow Up With Darrell
dwhite@beyondemancipation.org
510.667.7803



ILP Request for Education or Career Incentives

Please check box that applies to you and fill out application on the back of this page. Be sure to include all the documents listed.

High School Diploma/ GED/Certificate of Completion

(\$500)

Please include the following:

- Complete Request Form and Action Plan w/ B.E. or ILP Staff via phone or in-person
- Copy of high school diploma, GED, transcript that states you have graduated, or a letter from counselor stating year & date of expected completion
- Completed TILP with original signature

Example of TILP Goal:

Receive incentive for completing GED or graduating high school.
 Follow up with Ronda Sharp 510.667.7604
Eligible until 21

Reimbursement for textbooks, uniforms, supplies, or school fees

(Not including tuition/application during book money period only)

Please include the following:

- Complete Request Form and Action Plan w/ B.E. or ILP Staff via phone or in-person
- Refer to Book Money Eligibility Checklist
- Original receipts (if paid online, a printed statement can be accepted)
- Invoice from your school or program that show's what was required or needed
- Completed TILP with original signature

Example of TILP Goal:

Receive assistance in paying for school/work supplies or fees.
 Follow up with Darrell White 510.667.7803
Eligible until 21

County Approved Vocational Programs.

(Fees for orientation, application, testing, uniform, etc.)

Please include the following:

- Complete Request Form and Action Plan w/ B.E. or ILP Staff via phone or in-person
- Verification of program costs (invoice from program total price)
- Purpose/Objective Essay
- Completed TILP with original signature

Example of TILP Goal:

Receive assistance in paying for a job training program to provide career opportunities

Follow up with Charlay King 510.667.7632
Eligible until 21

Post-Secondary Graduation Stipend

(\$400 for Trade or Certification Program; \$500 for AA/AS; \$1000 for BA/BS)

Please include the following:

- Complete Request Form and Action Plan w/ B.E. or ILP Staff via phone or in-person
- Copy of diploma, certificate, or transcript from college, or a letter from college counselor stating that you will receive your degree
- Completed TILP with original signature

Example of TILP Goal:

Receive incentive for completing a Trade/Certification program or an AA/BA
 Follow up with WOD 510.667.7694
Eligible until 21

ILP Scholarship

Please include the following:

- ILP Scholarship Application
- Action Plan w/ B.E. or ILP Staff via phone or in-person
- Essay
- 2 Letters of Recommendation
- Proof of high school completion
- College Acceptance Letter
- College Class Schedule
- Completed TILP with original signature

Example of TILP Goal:

Receive incentive for participating & completing ILP Program
 Follow up with Ronda Sharp 510.667.7604
Eligible until 21



Book Money Eligibility and Application Checklist

ELIGIBILITY

To be considered for Alameda County Book Money Textbook Assistance Program, applicants must meet the following criteria:

1. Be a former dependent of Alameda County and was in a foster home, group home, or residential treatment program at age 16 or 17.
2. Eligible to receive assistance until your 21st Birthday.
3. Be enrolled in a college or vocational program accredited by the Western Association of Schools and Colleges (WASC), whether or not you have received your high school diploma or GED.

APPLICATION CHECKLIST

You will receive a check written directly to you, must submit:

- An completed application w/ a signed B:E Book Money Agreement.
- A Completed Education Action Plan.
- Your current class schedule.
- Grades from previous semester (for returning college students).
- List of textbooks for these classes showing prices (Print this from your college bookstore or web site. If you do not provide list, the application will be considered incomplete and will not be processed).

If your GPA is below a 2.0 or if you withdrew, dropped, or received an incomplete for 2 or more classes last semester you need:

- Book Money Appeal Form
- Proof



B: E Book Money Agreement

Dear B: E Book Money Recipient,

We are writing to inform you that our book money system has changed in order to provide more resources to all of our clients. Instead of basing the amount of money that you get on your GPA and amount of credits, we will pay for books and materials needed. We ask that along with your application you submit the list of books and/or supplies needed from a cart or website checkout on your college bookstore web site. We still need 4-6 weeks to process the request.

You will need to complete a Book Money Appeal Form and go through an appeals process if any of the following apply to you:

- **Your GPA from the previous semester is under a 2.0**
- **You dropped two or more of your classes during the previous semester**
- **You failed two or more of your classes during the previous semester**
- **You received an incomplete for two or more of your classes during the previous semester**
- **Withdrew from two or more of your classes during the previous semester**

**Please note that if you are only taking one class and you drop, withdraw, or receive an incomplete in that class, you also must appeal.*

For the appeal process, you must complete the attached Book Money Appeal Form and provide proof of a meeting with a counselor at your school. We also ask that you meet with a B: E staff member to review your plan to improve your academic progress. Just as with school financial aid, you have two chances to appeal for book money. You must demonstrate that you have a plan to bring up your GPA and complete more classes in order for us to provide book money again. The final decision will be made in partnership with Alameda County staff.

We thank you for your cooperation to help us help support your educational goals.

If you understand the following information explained in this letter, please sign below. This is how we can confirm you've received and understand the information and process of receiving book money.

_____ understand that if my semester GPA falls below 2.0, I drop two or more/all my classes, fail two or more/all my classes, receive an incomplete for two or more/all my classes, or withdraw from two or more/all my classes, I am required to complete the Book Money Appeal Process for B:E.

Client Name

Client Signature

Date

B:E Staff Signature



ALAMEDA COUNTY BOOK MONEY APPLICATION

SECTION A

Name: _____ Date of Birth: ____/____/____ Age: _____

Mailing Address: _____
Address City State Zip

Email Address: _____ College: _____

Phone Number: () _____ Social Security Number: _____

BE Case Manager/ILP Coach: _____

Have you received a book money grant or stipend in a previous term? Yes No

Do you have a high school diploma? Yes No Do you have a GED? Yes No

Are you enrolled in DSPS? Yes No Do you expect to graduate with an AA or BA this semester? Yes No

YOU MUST SUBMIT ALL OF THE FOLLOWING WITH YOUR APPLICATION:

Class Schedule

Grades from previous semester

B:E Book Money Agreement

Education Action Plan

List of textbooks needed for your classes, indicating the new price of each book.
(Print this from your college bookstore or web site. If you do not provide list, the application will be considered incomplete and will not be processed)

If your GPA is below a 2.0 or if you withdrew, dropped, or received an incomplete for 2 or more classes last semester you need:

Book Money Appeal Form

Proof

NO INCOMPLETE APPLICATIONS WILL BE PROCESSED

All application materials must be paper clipped together. Applications may be dropped off or mailed to: 675 Hegenberger Rd, Suite 100, Oakland, CA 94621. Attention: Book Money

Please Allow 4-6 Weeks for Processing. You will be notified when your check is here. All applications are subject to eligibility.

