



RETREAT and CAMPING  
M I N I S T R I E S

Baltimore-Washington Conference  
United Methodist Church  
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[www.bwccampsandretreats.org](http://www.bwccampsandretreats.org) [admin@bwccampsandretreats.com](mailto:admin@bwccampsandretreats.com)

# Campership Information and Application

Updated 11/21/2016

## What is a Campership?

A Campership is a financial scholarship to enable children and youth to attend one of the Baltimore-Washington Conference Summer Camp Programs at West River Center and Manidokan Camp & Retreat Center.

First we ask each congregation to take a Campership Offering of their own and use those funds among their campers. If your church should need further assistance then apply for Conference Camperships.

## What types of Camperships are available?

There are three different types of Camperships:

- 1** General Camperships – This application is open to any camper.
- 2** Hardship Camperships -- This application is open to campers who are eligible for School Lunch Assistance (SLA).
- 3** Endowment Camperships – This application is open to campers whose families are in the greatest financial need and are receiving School Lunch Assistance. These camperships are between half or up to the full cost of camp.

*Please note: Priority is given to those who are eligible for school lunch assistance; some grants are restricted to certain geographic areas.*

## When can I apply?

Applications are accepted between March 1<sup>st</sup> and June 15<sup>th</sup>. Camperships are awarded on a first-come, first-serve basis.

### Funding made possible by

- ✓ Individual Donors
- ✓ Baltimore Community Fresh Air Fund
- ✓ Baltimore Washington Conference
- ✓ Special Offerings from local churches
- ✓ Special Endowment Fund

## Who can apply for Camperships?

**Any church (UMC or other) may apply for Camperships.** Summer Camp ministry is an extension of the ministry of the local church. Campers may have a wonderful experience at one week of summer camp, yet in order to reap all the benefits of that experience, they need nurturing and guidance in their Christian growth their local church provides all year long.

For this reason, we do not allow individual families to apply on their own. Please get involved in your local church and ask your Pastor or Camping Advocate to complete an application on your behalf.



## **Is there a limited number of Camperships per church?**

A Church may not receive more than **10** Camperships (General and Hardship combined). Campership funds may be divided among as many campers as the Pastor or Camping Advocate determines.

A Church may not receive more than **5** Endowment Camperships.

## **Is there a limited amount of Campership per camper?**

An Individual Camper cannot receive more than the allowed maximum amount:

	Full Week Program Maximum	Mini Week Program Maximum
General Campership	\$175	\$100
Hardship Campership	\$215	\$125

### **HOW TO APPLY?**

1. Complete an application with all required information.
2. Help to promote the summer camp programs and include bulletin or newsletter with **THREE** of the following:
  - #1: Date Campership Offering will be collected\* **(Required)**
  - # 2 & #3: Choose two of the following\* **(Required)**:
    - o Notice of Fundraiser for Summer campers
    - o Notice of Date to celebrate Camping Sunday
    - o Copy of Camping Sunday bulletin
    - o Article in newsletter/flyer promoting summer camp
3. Mail application to: Camperships, PO Box 429, Churchton, MD 20733 or email application and attachments to [admin@bwccampsandretreats.com](mailto:admin@bwccampsandretreats.com)

### **How to Confirm Camperships Awarded**

1. You will receive an **EMAIL** informing you of the number of Camperships you are awarded.
2. Attached to that email will be the Campership Claim Table and a deadline.
3. You will then need to be sure all campers register for summer camp AND you complete the Campership Claim Table and return (by mail, fax or email) before the stated deadline.
4. Camping Staff will then credit each camper's account after receiving the completed form.
5. Communicate with Parents what amount of campership their child receives.

**Please note that if the Campership Claim Table is not returned by the deadline, the Camperships will be forfeited.**

**If the Local Church is further subsidizing the Camper's cost, those funds must be received by the Retreat and Camping Office one month **prior to the start of the Camper's week at camp.** Please include name of campers, amounts for each camper and the camp program and date they will attend.**

## GENERAL AND HARDSHIP CAMBERSHIP REQUEST FORM

**For Office Use Only:**  
 Date Rec'd: \_\_\_\_\_  
 Amt Awarded: \_\_\_\_\_  
 Date Notified: \_\_\_\_\_  
 Claim Deadline: \_\_\_\_\_

Please complete this form and return to:

Campership Request, Summer Camp  
 P O Box 429, Churchton, MD 20733  
 Fax: 410-867-0991 or Email with required attachments to: [admin@bwccampsandretreats.com](mailto:admin@bwccampsandretreats.com)

**\*For General and Hardship applications this is the only form needed.**

Local Church: \_\_\_\_\_ District: \_\_\_\_\_ Church ID#: \_\_\_\_\_  
 Pastor: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
 Mailing address: \_\_\_\_\_  
*City* *St* *Zip*  
 Daytime phone number: \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

Our local church would like to request Campership assistance for the following campers who will attend Summer Camp at Manidokan or West River:

Name of Campers	Does camper qualify for School Lunch Assistance?	Site & Date Attending <i>(if known)</i>
1.	YES NO	
2.	YES NO	
3.	YES NO	
4.	YES NO	
5.	YES NO	
6.	YES NO	
7.	YES NO	
8.	YES NO	
9.	YES NO	
10.	YES NO	

Date Required Campership Offering will be collected \_\_\_\_\_

Amount of Campership Offering\* \_\_\_\_\_

*\*if offering has not been collected at time of application, what is the previous year's offering total?*

**REMEMBER TO ATTACH TWO OF THE FOLLOWING:**

- Copy of Camping Sunday bulletin
- Notice of Date to celebrate Camping Sunday
- Notice of Fundraiser for Summer campers
- Article in newsletter promoting summer camp

**Pastor's Signature:** \_\_\_\_\_

PLEASE HAVE A VALID EMAIL ADDRESS, AS AWARDS LETTERS WILL BE SENT OUT VIA EMAIL.

## Endowment Campership ~ Application Guidelines

The Endowment Campership Fund was created by the Challenge '98 Matching Gifts Campaign. **These funds are restricted to campers who demonstrate true financial need.** The guidelines below should be followed when completing the application.

**MAIN CRITERIA** – All applicants must be **RECEIVING** the Federal School Lunch Assistance Program or have extenuating circumstances that indicate financial hardship for the family. If the camper does not meet these criteria, please apply for assistance from the General or Hardship Campership Fund.

**Amount of the Campership** – The amount of the campership awarded is dependent on the camp which the child is registered for and how many applications we have. This campership will always include the \$100 registration fee and may cover the remaining camp fee in full or half.

### Application Process

1. Complete the Endowment Campership Application AND a Summer Camp Registration Form (*available to download online*).
2. Mail both applications to:  
Endowment Scholarship, Summer Camp  
P.O. Box 429, Churchton, MD 20733  
Fax to: 410-867-3741 or Email to: admin@bwccampsandretreats.com

*It is very important that we receive both applications together to know which program the camper would like to attend. We encourage all applicants to list their top three camp program choices.*

### How do I know if a child is receiving School Lunch Assistance?

We would hope that the Pastor or Camping Advocate would be comfortable asking the family if the child is receiving School Lunch Assistance (SLA). If however you are not sure and want to check eligibility requirements, see the following links:

National School Lunch Program: [www.fns.usda.gov/cnd/Lunch/default.html](http://www.fns.usda.gov/cnd/Lunch/default.html)

Maryland State Dept of Education: [www.marylandpublicschools.org/programs/foodandnutrition.html](http://www.marylandpublicschools.org/programs/foodandnutrition.html)

For MD School county websites: [www.marylandpublicschools.org/lealinks.html](http://www.marylandpublicschools.org/lealinks.html)

### What about Extenuating Circumstances?

The Campership Committee recognizes that there are often circumstances that can place financial hardship on a family. We do not want any children to miss the opportunity to attend summer camp because of financial need. If you are aware of any extenuating circumstances in this child's life that affirms their need for assistance, please briefly explain in the application. It is to the benefit of the applicant that some information is shared and all information shared in the application process is confidential.

### How/when will notifications of awards go out?

Campers who receive the Endowment Campership will be registered for one of their choices of program. Confirmation will be sent via email or regular mail to the camper. An email/letter confirming the award will be sent to the local church and contact person listed on the application.

## Campership ENDOWMENT Application Form

Note: Each Camper **MUST** fill out a Summer Camper Application Form available online at [www.bwccampsandretreats.org](http://www.bwccampsandretreats.org)

**To be completed and signed by the Pastor or Associate Pastor – Please DO NOT send in an application for general/hardship camperships and this application for the same camper.**

Camper Name: \_\_\_\_\_ Gender: Male Female

Camper Address: \_\_\_\_\_  
Address City St Zip

Applicant's Date of Birth: \_\_\_\_\_ Age \_\_\_\_\_ **Grade Entering in Fall** \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Phone number: \_\_\_\_\_

Parent/Guardian Email: \_\_\_\_\_

\*Please note the camp sessions this child wishes to attend on the Summer Camp application. Please list three choices, we cannot guarantee that they will get the first choice. Camps are filled on a first come first serve basis. \*

**Is this camper receiving Federal School Lunch Assistance ?** Yes No

**CAMPERS MUST BE RECEIVING SCHOOL LUNCH ASSISTANCE!**

**What school does the camper attend?** \_\_\_\_\_ **County** \_\_\_\_\_

What are the extenuating circumstances or special situations we should know about that may affirm this child's need for financial assistance? \*it is to your benefit to answer this question, please do not leave blank. (attach additional paper if needed)

### Local Church Information

Please note any and all information will be sent to the Pastor at the address they list. If someone else is acting as a contact between the camper, their family and our offices please put your information below the pastor's.

Name of Church: \_\_\_\_\_ District: \_\_\_\_\_

Church Address: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Pastor's Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Pastor's Email: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

**What other funding sources does your church have for this camper?** (e.g. special offering, UM Women, UMC Men, fundraiser) (\*it is to your benefit to answer this question, please do not leave blank).

I hereby declare or affirm that the information on this form is true and accurate to the best of my knowledge.

**Pastor's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

## Frequently Asked Questions



### **What if our church wants to register a group of campers, how should we do this?**

If you are registering a group of campers, please call our offices to find out availability of programs. We suggest you have names, gender and grade levels of all campers when you call. If each camper is receiving financial assistance from the church and possibly conference Camperships as well, we suggest that you MAIL in the registration forms with deposits paid by parent/guardians.

### **If a camper registers for camp online is the church contact person notified?**

If a camper registers on-line it is the responsibility of the parent/camper to notify the church contact person. The summer camp registration office will not send notification of registration to the church.

### **If I have a camper that cancels can I substitute another in his/her place?**

Due to the many variables involved when a camper cancels, substitutions may or may not be possible. You may request a substitution by contacting the Summer Camp Office; all request should be in writing or email. Substitutions must be for the same gender and grade level program as the original camper. Camperships can be transferred to the substitute if all paperwork has been completed and the substitute meets the same criteria for Camperships as the original camper. All substitutions are at the discretion of the Summer Camp Registration Office.

### **If we have applied for a Conference Scholarship, and are still waiting to hear back, how do we calculate the balance due section on the application?**

When you turn in your application you must pay the \$100 deposit for camp. Camperships will not cover the registration deposit (except for Endowment Camperships).



The registration office will be notified if you receive a campership directly from the Campership Committee and the camper's account will be credited. The Camping Office will notify the Contact for your church, it is their responsibility to notify each camper's family on the amount of scholarship they have been awarded.

It will be the church or parent's responsibility to make the adjustment in the final balance due based on any scholarship monies awarded. Once registered campers/parents will receive weekly balance notification emails. These will not be sent to the churches however.

**What other funding sources are there?** Churches are encouraged to hold fundraising events such as dinners, talent shows, dessert sales, car washes or other ideas that would involve the campers in fundraising. RCM encourages all churches to sign up for the Clean Closets for Campers Campaign. Churches can also take special offerings or ask special groups in your local church such as UM Men or UM Women.

### **If you have further questions please contact us at:**

Retreat and Camping Office  
Summer Camperships  
PO Box 429  
Churchton, MD 20733  
410-867-0991 800-922-6795  
FAX 410-867-0991  
EMAIL [admin@bwccampsandretreats.com](mailto:admin@bwccampsandretreats.com)

