

Income Verification FAQs

1. Why do I need to verify my income?

The Ohio Scholarship Granting Organization program requires scholarship granting organizations to prioritize scholarship awards by income level. Priority must be given to low-income students. Low-income is defined as under 300% of the Federal Poverty Level (FPL) for the program. Income verification allows us to determine your income level.

2. Can I receive a scholarship award if my income is not verified?

No, to maintain our certification with the State of Ohio as a Scholarship Granting Organization, we verify every applicant's income level. After you receive an award from the BCSGO, you only need to complete income verification if there is a significant change in your household income. For example, you should complete income verification if your household income falls below 300% of the FPL or rises to 300% or higher of the FPL.

3. How do I get my income verified?

Download and complete the [Income Verification Form](#) and then upload it when you fill out the online scholarship application or mail it to the address below. Check the [Poverty Guidelines Chart](#) to see if you qualify for low-income status.

4. Which documents can I use to verify my income?

- a. Current pay stubs (at least one month)
- b. W-2s for the most recent tax cycle
- c. 1099
- d. Current income tax returns
- e. Business records
- f. Correspondence from the Social Security Administration, Ohio Bureau of Worker's Compensation, Department of Job and Family Services, and other providers of benefits showing the amount of benefits you are receiving
- g. Print out from child support enforcement

5. Which household members must have their income documented?

Every individual whose income and/or benefits support the household (except minors who are in school full time) must provide income documentation.

6. My income changes from week to week. How do I determine my income for the scholarship application?

If your income changes from week to week, use several months of your income to determine the typical monthly amount. Write that amount on the Income Verification Form under "Gross Amount Before Taxes" and write "Monthly" under "How Often Received."

7. Where do I send my income verification documents?

Send them along with your Income Verification Form and Scholarship Application to the address below or email them to info@ohiosgo.org. Do not send income documents to your child's school.

Please mail your forms and income documents to:
BCSGO Scholarships
2400 Chandlersville Rd
Zanesville, OH 43701