



February 1, 2024

Dear Current & Prospective MCES Families,

FACTS Grant & Aid Assessment will be conducting the financial need analysis for Monroe Catholic Elementary Schools' new Tuition Assistance Program for the upcoming 2024-2025 school year. Families applying for tuition assistance will need to complete an application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment by March 1, 2024 to be considered in Round 1. Should funds still be available for a second round, those applications will be due on May 1, 2024. Applicants can apply online by visiting: <https://online.factsmgmt.com/aid>. Once an online application has been completed, the following information will need to be uploaded to FACTS to complete the application process:

- Copies of your 2023 Federal tax forms including all supporting tax schedules. (Please submit 2022 if 2023 is not yet available)
- Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF.

All supporting documentation can be uploaded in pdf or jpeg format online.

If you have questions or concerns about the application process, you may speak with a FACTS Customer Care Representative at 866-441-4637.

Sincerely,  
Kyle Kubik  
MCES Executive Principal

Courtney Phillips  
MCES Finance Director