



# Camp Artaban Society

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## Financial Aid Guide for Parish Representative

Dear Parish Representative,

Thank you for participating in the Camp Artaban Campership Program. The aim of this program is to help families across the lower mainland with limited means attend camp. In addition, we hope to better link Camp Artaban's ministries with the ministries of diocesan parishes and to find better ways to meet not only individual camper needs but also family needs. We hope that the program will provide families in need with the opportunity to become involved with Camp Artaban and a Parish where they may come into a relationship with God.

As your interviews will provide new contacts and the opportunity to inform applicants of additional services your church has available, we would encourage you to assist the family in whichever way or to lend a helping hand should you recognize other needs. We have been seeking ways to better serve the Anglican community and would like to introduce our campers to our churches.

**The Interview** - Camp Artaban fees have already been heavily subsidized by a variety of sources and Campership funds are limited; hence, the interview process is required to ensure that the appropriate candidates have access to campership funds.

Interviews may take place wherever you and the family deem fit; however, whenever possible please try to conduct interviews at the Church so that the family can see the parish and learn more about the programs. The interviews should not take more than 30 minutes in most cases unless you would like to spend more time introducing applicants to programs that may meet other expressed needs.

We recognize that requesting financial aid can be embarrassing and humiliating for families. Bearing this in mind, we ask you to be sensitive, gracious and non-judgmental with all applicants. If the family has expressed a need, *we will usually accept them at their word.*

**Required Documentation** - When potential applicants contact the Camp Artaban Office, they are provided with an application package that includes registration forms, health forms and a Campership Application Form.

The application form will give us some limited objective data so that we can get a better feel of our clients' financial positions. It is important that the parent/guardian complete this form and indicate their combined family income ("take home pay") as accurately as possible.

There are four areas that we want to look at in order to determine which candidates are most qualified to receive our limited campership funds.

The four criteria are:

- 1. The expressed financial need of the family** (They must provide last year's income tax return to qualify for assistance)
- 2. The desire of the camper to attend Artaban**
- 3. The reasonable expectation that both the camper and the camp will benefit from this campership being provided**
- 4. Past Camperships Received**

In the enclosed package you will find two forms for completion. The first form (*Campership Application*) is to be completed by the parent/guardian or adult camper and provides us with information we use in our granting process. Applicants should bring a completed form to the interview or it will be forwarded by the Camp Artaban office. The second form (*Campership Evaluation Report*) is to be completed by you, the parish representative. This form is the evaluator's opportunity to assist the camp office by serving as a regional liaison, providing both objective and subjective analysis of the applicant. Please complete a separate Evaluation Report for each camper.

Applicants who contact the camp office requesting financial assistance will be sent an application form. Once they have returned the application, the camp office make contact with a parish in their area on their behalf and ask that the parish representative contact them within 48 hours. The parish receptionists should be informed about this program and given the interviewer(s) names and phone numbers. A note on the receptionist's desk or phone might be helpful. Parents may become easily discouraged if they are not contacted within a short amount of time.

The choice of parish representative is up to each parish. In many parishes it will be the priest or a member of the parish council. Whoever takes the position of parish representative should be well informed as to the nature and variety of your parish programs, diocesan programs and Artaban camp programs available to the family.

### **Interviews**

**Financial** - The Evaluation Report, that you will complete, will give us a personal contact with the applicant and their family. We ask you simply to record the family's stated financial condition or need (with last year's income tax figure) and to work out together where the balance of camp fees will be made up.

It is the intent of the program to assist those campers and families who would not otherwise have a camp experience and not to assist those who wish to attend more than one camp each summer. To that end campers cannot qualify for more than one campership per year.

As you work through the *Camp Artaban Campership Worksheet* on the evaluation form with the parent, please consider the following:

**Other Contributions** (if any) - If the parent/guardian (family) is on Social Assistance, they are entitled to assistance from the government for their children. BC Benefits will contribute towards the camp fees for those qualifying. Please ensure that any applicants who are on Social Assistance have met with and discussed Camp Artaban with their social worker. Many grandparents or relatives can and will gladly assist if asked. Enter the total other contributions in this block.

**Parents' Contribution** - We believe that all parents should make every attempt to contribute something to their child's camp fee. What is reasonable? Every case will be different; however, we feel that the parent would have costs even if the camper were to stay home. Food costs might range from \$25 - \$75 per child, per week at home depending upon how many there are in the family and how old the child is. The parent might have other childcare, entertainment or transportation costs (\$15 - \$20) that they would be making for the child on an average week at home as well. Talk with the parent and try to come to a figure that is reasonable for that family. **Encourage their maximum contribution.** Parents will generally feel better about the situation if they can participate. We encourage a minimum of at least \$100 per person attending camp (except in *absolute, extreme* cases). This will cover their deposit.

**Balance Remaining** - We will look at each application and your recommendations. Depending upon campership funds available and the precedence of the application (date - first in, first funded), the camp will try and honour your findings. We aim to fund at least 10% of the camp population, per camp, with additional financial assistance so that no one is denied the camp experience, if possible. We ask that you make a recommendation on the level of funding Artaban should attempt to finance without requiring you to give an exact dollar amount.

Low = 20 - 40% of balance remaining  
Medium = 41 - 70% of balance remaining  
High = 71% - 100% of balance remaining

If families have received camperships in previous years they will qualify for a lesser amount. An outstanding balance or a history of non-payments with Camp Artaban will also affect their application. This information is kept on file at the Artaban office.

**Camper** - Our camping ministry is not well served by a camper who TRULY does not want to be at our camp. We foresee that some campers will be shy, timid or hesitant about the unknowns of a camp experience. This is normal and somewhat to be expected. What we need to know is, whether the camper is going to be or is likely to be receptive to the camp experience. We have found that a camper who anticipates unhappiness or brings negative energy to the camp may significantly degrade the camping experience for others and tie up limited staff resources, however a camper who is shy, reserved or uncertain about camp, often benefits greatly.

Sometimes we find that it is not the camper who wants to attend, but the parent who wants to introduce the child to the camping experience. Occasionally the parent is simply looking for a place to "drop" the child for the week. This may be all the more reason that Artaban would be appropriate. What we need is your eyes and perspective. What is going on here and what needs can be served?

**Parent/Guardian** - We believe that a well-informed parent/guardian will seek out a camping experience for the educational and positive recreational benefits to their child. In this case, a child who may appear reluctant or less enthusiastic, does at least have the support at home to help prepare the child in the days and weeks before the camp begins.

You may find the parent anxious about sending the camper off to camp for personal reasons that do not involve the camper. These parents may look at Artaban as a day care service or ministry. As such, Artaban can give a parent some much needed time off.

**Mutual Benefit** - We ask that you look at the prospective camper and the camp. Are they suited to each other? Camp Artaban is a wonderful camp. We meet the needs of the majority of camper applicants. Children and families have very successful camp experiences at Artaban each summer. Each camper, however, has individual needs and expectations. There are some children who want programs that Artaban does not offer and they might be better served elsewhere. On the other hand, there are some campers who may present challenges to Artaban that our Staff are not prepared to handle. Some thoughts on mutual benefit follow:

*How will Artaban benefit the camper? ~ Will the camper's presence benefit Artaban in some way?*

Artaban offers numerous programs. In addition, each director brings a personal touch to their camp. Each camp will offer special events and programs which give the camp a unique flavour and character.

**Attitude** - We ask that each financially assisted camper contribute to the camp community in a positive manner. Funding a camper who does not want to be at camp, or who brings a negative approach and negative energy to the camp, is not a good use of our limited funds. There are other campers who need the assistance, would make better use of the camp experience and; therefore, would benefit more from our financial support.

**Special Needs** - We cannot meet the needs of certain special needs.

Site Limitations - We are located in an area that has naturally rough terrain and limited handicapped accessibility. This especially applies to wheelchair access. There are no paved roads and there are many natural features which contribute to the beauty of our site, but which could be potential hazards to some individuals.

Staff Limitations - Our staff largely consists of volunteers and they commit themselves to Artaban's ministry to help campers enjoy the Artaban experience. Our staff has been trained to meet the needs of typical healthy and able campers. Our staff is not, in general, professionally trained to handle severe challenges, the special needs of certain physical disabilities, mental or social behaviour problems etc.

We believe that to send someone to camp with a need that cannot be met with our volunteer skills and training will do neither the camper, nor the camp any good. Should the staff be confronted with campers who are disruptive, require special medical or physical attention that is not available or special training that our staff has not received; they will become frustrated and may see their time at camp as a failure. Our volunteer staff wants and expects to have a predominantly successful week. To do this they need to be able to help the camper.

**Activities** – A camper may not find Artaban to be suited to their needs if they are looking for:

- Horseback Riding
- Water-skiing
- Advanced Sailing Program
- Intense Sports Program
- Advanced Mountaineering Skills
- Tennis or Golf

In light of this we must ask you to make a subjective judgment. Given what you know of the camp, our mission "...to challenge children, youth, and adults, spiritually, mentally and physically in a camping context; so that they may be brought into a closer relationship with

God and each other in a loving community...." and in light of your interview with the camper and their parent(s), are we going to have a reasonable expectation of being able to help each other?

**Other needs that may be identified** - Finally, I want to personally thank you for participating in this program. We feel that it is an excellent opportunity for Camp Artaban and several parishes to cooperate with each other and we appreciate your willingness to contribute. If you have any questions about the camp, our programs or the schedule, please contact the camp office. If you have any comments about this program and how we can make it better, please contact me and I will see that the right people are informed.

Again, thank you!

Kind Regards,

A handwritten signature in cursive script that reads "Lamping". The signature is written in black ink and is positioned above the typed name.

Tanis Lamping  
Office Administrator