



Help Local Families Afford a St. Stephen's Episcopal School Education

Donate to St. Stephen's Episcopal School Through the Educational Improvement Tax Credit Program (EITC)

- ✓ It's free, or only a minimal cost, for your business to participate
- ✓ You can claim your EITC donation as a charitable gift on your federal taxes
- ✓ Best of all, your tax dollars go directly to providing tuition assistance to St. Stephen's families

A St. Stephen's education makes a very real difference. Our students, alumni and parents passionately share with us the benefits and rewards they have realized through attending St. Stephen's:

"If you are considering St. Stephens, you will be making a phenomenal decision for yourself and your child. My daughter graduated from this school, and, now my son is there. All of the students and teachers know each other by name. It is truly a nurturing and academically challenging environment. There are field trips, clubs, and special programs that your child can be involved in, and; they greatly encourage parental involvement."

"The family atmosphere is incredible. The teachers and staff are all dedicated to the students. Academically rigorous yet supportive and nurturing. And the small class sizes are a plus. Well worth the money."

"A perfect school, more like a family. The education is superb, both in what they teach and those who deliver it. Academically oriented, but the children also have SO much fun! Truly a model for what all schools should be!"

"I couldn't ask for a better school. All the staff treat each child like family. The ethnic diversity is hard to find anywhere else. The school ensures that the children are exposed to all the treasures that downtown Harrisburg has to offer."

It's not just students who benefit from a St. Stephen's education. When students learn in a values-based environment, they become better citizens, strengthening our local parishes and communities.

At St. Stephen's, we believe that every family who wants a private education for their children, should have this opportunity, regardless of their financial circumstances.

Unfortunately, many local families struggle to pay tuition, and some face the prospect of not being able to afford it at all.

Inside: EITC FAQ

- ✓ What is EITC and how does it work?
- ✓ Does your business qualify to participate?
- ✓ How and when should you apply?

Frequently Asked Questions About EITC:

What is the Educational Improvement Tax Credit (EITC)?

Pennsylvania is one of sixteen states that awards tax credits to eligible businesses contributing to a scholarship organization, an educational improvement organization and/or a pre-kindergarten scholarship organization.

How do St. Stephen's students benefit from your company's support through the EITC program?

When you designate your contribution for St. Stephen's your EITC contribution is directly awarded to qualifying students in the form of financial aid to cover the cost of tuition.

How does the EITC program work?

A tax credit equal to 75 percent of the total contribution may be granted to a business providing proof of a donation during one taxable year. A tax credit equal to 90 percent of the total contribution may be granted if the business provides a written commitment to contribute the same amount for two consecutive years. In many cases, claiming both a PA State tax credit and Federal tax deduction could mean that your donation would result in a nearly 100 percent tax savings for your business for the amount donated.

The credit cannot exceed \$750,000 per business annually, and must be applied in the taxable year the contribution is made.

What does this mean dollar for dollar to your business?

- You get a unique opportunity to designate where your tax dollars go
- You qualify for state tax credits
- You can also claim a charitable contribution for your business

Can you carry this credit forward or backward?

No. Tax credits must be applied in the taxable year the contribution is made and gifts must be made within 60 days of DCED approval. An exception is made in the case of "pass-through" entities with the required completion of PA form REV-1123.

Is your business eligible?

Entities eligible to apply for EITC are operating business firms authorized to do business in the Commonwealth of Pennsylvania that are subject to the following taxes: Personal Income Tax, Capital Stock/Foreign Franchise Tax, Corporate Net Income Tax, Bank Shares Tax, Title Insurance & Trust Company Shares Tax, Insurance Premiums Tax (excluding surplus lines, unauthorized, domestic/foreign marine), Mutual Thrift Tax, Malt Beverage Tax or Retaliatory Fees under Section 212 of the Insurance Company Law of 1912.

Such business firms include pass-through entities and special purpose pass-through entities. Special purpose pass-through entities are created for the purpose of making contributions under Article XVII-F of the Tax Reform Code of 1971 and whose shareholders, partners or members are composed of owners or employees of other business firms.

You can get more specific details at:
www.newpa.com/programs/educational-improvement-tax-credit-program-eitc

What do I need to do to apply?

Simply work with your finance manager or accountant to determine whether your business is eligible. A limited number of tax credits are available each year and not



every business that applies is approved or eligible; and applications are processed on a first-come, first-served basis beginning July 1 (for new applicants; renewal applicants are accepted from May 15 to June 30). A St. Stephen's representative will work with you to complete your application and make sure you meet the submission deadline.

Is there a lot of paperwork?

No. The application is short. Businesses can either file their applications to the Department of Community and Economic Development (DCED) electronically through the single online application website.

The business application guide explains the process of applying. Or you may request an application from St. Stephen's at 717-238-8590 and allow us to apply on your behalf once your application is complete.

When is the deadline for applications?

The PA Department of Community Economic Development begins processing renewing applications May 15 and new applications on July 1 of each year. Applications received prior to July 1 are disqualified. But also remember, tax credits are awarded on a first-come, first-served basis and there are limited tax credits available for the program, so submitting your application as early as possible on July 1 is critical.

Is the timing of your application really that important?

Yes. Applications for businesses that are first time applicants will not be accepted before July 1. Any applications received before July 1 will be disqualified and the applicants will not be informed of the disqualification.

We urge all businesses applying for EITC to fax or e-mail their applications to Ellen Konkle for submission to Pennsylvania Department of Community and Economic Development

What is the deadline for businesses that participated last year and are reapplying?

Applications for businesses that are renewing their participation in the program, regardless of whether they are year one of one or year two of two, are due on May 15. Renewal applications are due on May 15. Applications for renewal will be processed first. We urge all businesses re-applying for EITC to either submit their form directly on May 15 through the DCED web-site or provide your application directly to St. Stephen's development team and we will submit it on your behalf.

What happens once your business is approved?

Once approved you will receive a letter from DCED. You must provide proof to DCED within 90 days of the notification letter that the contribution was made within 60 days of the notification letter.

If you do not make your contribution to St. Stephen's within 60 days, your credits will be reallocated to another applicant.



You can work with a St. Stephen's Episcopal representative to apply for EITC. Applications are received any time after midnight on July 1. We can help get your application in at the right time and increase the chance it will be accepted.



Support St. Stephen's Episcopal School, Support Student Success:

Vision Statement

At St. Stephen's Episcopal School the Mission Statement is lived daily. Students learn its value by the examples set by adults. We encourage students to achieve their full potential in their academic, creative, personal, physical, moral and spiritual development. Students learn to respect and care for all members of the school community and recognize the contribution each makes. We present and support a faculty and staff who demonstrate a passion for learning and inspire students to be productive citizens and lifelong learners. We value the partnership which exists between the school, parents, the Cathedral and the wider community and acknowledge the part it plays in realizing our Vision.

Did You Know...

St. Stephen's Episcopal School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school.

St. Stephen's Episcopal School was founded in 1978 as an outreach and mission of the Cathedral Church of St. Stephen.

- The school is rooted in the Episcopal tradition of tolerance and respect for all faiths — and while we are an Episcopal school most of our students are not. Students have religion class weekly and our philosophy is that we don't teach dogma — rather, we teach the students that God loves them
- Besides the core academic subjects, students are given opportunities to explore music, art, physical education, health, library resources, technology, Junior Achievement...plus a variety of extracurricular activities
- Spanish is taught in all grades, as is our Environmental Education program which offers courses both in and out of the classroom, including overnight trips for the older students to Pine Grove Furnace State Park, South Mountain or Shaver's Creek Environmental Center

Contact us for more information:

Phone: 717-238-8590

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