



Dear Applicant:

It is the mission of the YMCA to provide programs and memberships to all, regardless of their ability to pay. While participants are expected to pay their fair share, those unable to pay the full fee may, upon request and verification, be awarded financial assistance. Financial assistance is determined by the applicant's demonstrated ability to pay and the availability of YMCA funds. Funds for the Financial Assistance Program are available thanks to the Annual Scholarship Campaign.

The enclosed application needs to be fully completed and returned to Y Safe 'n Sound for review. The items listed below must accompany the completed application. No application will be processed until all the paperwork is turned in. The following material is to accompany the application:

1. **One page letter stating your request and personal situation.**
2. **Most recent 1040 Federal Income Tax Return or at least 2 of the following but if any apply then documentation is needed as well:**
 - Social Security earned Income Statement
 - Social Security Benefit Statement
 - Disability or Pension Benefit Document (1099R)
 - 401 (k) or 403 (b) Retirement distribution statement (1099R)
 - Unemployment checks(current month with 4 weeks of documentation)
 - Pay Stubs (current month – 4 weeks documentation)
 - Child support or alimony (court order of payment receipts)
 - Section 8 Housing Statement
 - SNAP Benefit
3. Attached application and income/expense documentation form.

*When financial documentation is not available, a written reference on organizational letterhead from a refugee agency, agency that assists homeless, or other community organization who has a close relationship with applicant and knowledge of the applicant's income status may be used. Confirmation of enrollment in secondary educational institution with award/loan data and visa information for international student may be accepted.

It is important to note:

- Applicants must presently work or live in our service area.
- Financial assistance will be reviewed yearly after eligibility is granted.
- Applicants must be paid up to date.
- All applications will be kept confidential and locked in a safe place.
- Applicants will be notified by a YMCA staff member within four weeks of the receipt of the completed application and supporting documents.
- Once financial assistance is approved, you will be notified by email and mailed a letter in the mail. You will have 30 days of receipt to register for the program or else you will have to reapply after the 30 days.

If you have any further questions, please feel free to contact the office.

Thank you



**The YMCA of Metropolitan Chicago Y Safe n' Sound
Request for Program Financial Assistance**

Please complete the information below to help us evaluate your request:

First Name: _____ **Last Name:** _____ **Membership #:** _____
(if applicable)

Home Address: _____

City: _____ **State & Zip:** _____

Home Phone: _____ **Work Phone:** _____ **Cell Phone:** _____

Birth Date: _____ **Age:** _____ **E-Mail:** _____

Name and Ages of Family Members (if applicable):

Name: _____ **Birth Date:** _____ **Gender:** _____

Name: _____ **Birth Date:** _____ **Gender:** _____

Name: _____ **Birth Date:** _____ **Gender:** _____

Name: _____ **Birth Date:** _____ **Gender:** _____

Please list the activity that you are requesting fee reduction for:

District 203 School _____ AM _____ PM _____
 District 204 School _____ AM _____ PM _____
 District 129 School _____ AM _____ PM _____
 _____ School's Out Days

Day Camp:

- ___ Camp Aurora Trailblazers 9am-4pm (Young school grades 1-4)
- ___ Camp Aurora Trailblazers Camp Plus 6:30am -6pm (Young school grades 1-4)
- ___ Camp Aurora Voyagers 9am – 4pm (Young school grades 5-8)
- ___ Camp Aurora Voyagers Camp Plus 6:30am-6pm (Young school grades 5-8)
- ___ Summer Adventures Explorers Camp Kindergarten 9am – 4pm (grade K)
- ___ Summer Adventures Explorers Camp Kindergarten Plus 6:30am-6pm (grade K)
- ___ Summer Adventures Trailblazers 9am – 4pm (grades 1-4)
- ___ Summer Adventures Trailblazers Camp Plus 6:30am-6pm (grades 1-4)
- ___ Summer Adventures Voyagers 9am – 4pm (grades 5-8)
- ___ Summer Adventures Voyagers Camp Plus 6:30am-6pm (grades 5-8)

DOCUMENTATION OF INCOME:

The YMCA requires that applicants provide the requested information on income and family size so that we can provide financial assistance in a fair and consistent manner across all applicants.

What is the total annual income for your entire household? \$ _____

What does this include? _____W ages _____ Govt. Support _____Child Support _____Other _____

What is the number of people living in your household: _____

Documentation of MONTHLY Income and Expense:

ALL THE INFORMATION MUST BE FILLED OUT OR THE APPLICATION WILL NOT BE PROCESSED

INCOME		EXPENSE	
Wage, salaries, and tips	\$ _____	Rent/Mortgage	\$ _____
Unemployment	\$ _____	Utilities	\$ _____
Social Security	\$ _____	Food	\$ _____
Child Support	\$ _____	Clothing	\$ _____
Aid to Dependent Children	\$ _____	Phone	\$ _____
Food Stamps	\$ _____	Car/Insurance	\$ _____
401K/Retirement Funds	\$ _____	Alimony	\$ _____
Alimony	\$ _____	Child Support	\$ _____
Other	\$ _____	Medical	\$ _____
		Other	\$ _____
TOTAL MONTHLY INCOME	\$ _____	TOTAL MONTHLY EXPENSE	\$ _____



Reason for Fee Reduction Request:

Please attach a letter stating your financial situation

Renewal Yes No Please tell us how this assistance has positively impacted your family:

Please attach photocopies(not originals) of the following items as proof of income:

1. *Federal Income Tax return (Form 1040, 1040a, 1040ez):* Each applicant will need to bring a current tax return showing total household income and number of dependents. Income needs to be for all adults in the household regardless of relationships or varying interest in joining the YMCA.

If a Federal tax return is not available, the applicant needs to provide AT LEAST two (2) of the following documents and any other documents that pertain to your situation:

- Social Security earned Income Statement
- Social Security Benefit Statement
- Disability or Pension Benefit Document (1099R)
- 401 (k) or 403 (b) Retirement distribution statement (1099R)
- Unemployment checks(current month with 4 weeks of documentation)
- Pay Stubs (current month – 4 weeks documentation)
- Child support or alimony (court order of payment receipts)
- Section 8 Housing Statement
- SNAP Benefit

When financial documentation is not available, a written reference on organizational letterhead from a minister or social worker may be accepted. The official must have knowledge of your income status and the person providing the reference cannot be related to you.

Statement by applicant: I certify that all information provided to the YMCA of Metropolitan Chicago is true. I understand that false information will make me ineligible for any participation in this organization. I understand that the decision to grant a fee adjustment is at the sole discretion of the Y's board of managers or its designee. I understand that I must renew my scholarship assistance every year, prior to my membership expiration if I still wish to receive a reduced rate. This is not a guarantee that I will receive the same reduction of fees.

Signature of applicant: _____ Date _____

Or parent/guardian if applicant is a minor

-----OFFICE USE ONLY-----

Reviewed by: _____ Date: _____
 ID Verification By: _____ Date: _____
 Approved Scholarship % _____ Monthly \$ _____ Yearly \$ _____

Annual Household Income _____
 Number of People in Household _____
 Percent Fee to be paid by Y (fee adjustment scale) _____ %
 Alternative reduction due to special circumstances: _____ %
 Reason: _____

Program Description	Cost of program \$	% Y Fee	Total \$ to be Paid by Parent	Total \$ Fee to be waived by Y	Cumulative \$ Fees Waived by Y

Operations Director Approval: _____ Date: _____
 Executive Director Approval: _____ Date: _____