



**CULVER-PALMS FAMILY YMCA**  
**2019 Financial Assistance Application**  
**Summer Day Camp (Day Camp and Specialty Camp)**

Read the Financial Assistance Policy and Procedure before filling out the application.

To apply for financial assistance, you must attach copies of **2** of the following documents (select two):

- Federal Income Tax Filing for previous year
- Two months of paycheck stubs
- Current statement of awards or benefits for TANF, SSA, SSI, GAU or other public assistance
- Most recent unemployment check stubs
- Two months of bank statements
- An official letter from a case manager or similar such authorities if you are unemployed and not receiving benefits, are participating in a structured job training or rehabilitation program, or are homeless or living in a homeless shelter.

You may mail your complete application with copies to:

Attn:  
Chrishawna Mitchell, Child Care Program Director  
Culver-Palms Family YMCA  
4500 Sepulveda Blvd.  
Culver City, CA 90230

You may also drop your paperwork off at the Culver-Palms Family YMCA front desk in a sealed envelope.

Please note:

- **The YMCA does not return copies of your financial assistance application. We are required to keep your application and supporting documents on file.**
- **The YMCA front desk staff will not be able to make copies of your information. Please make your own copies and submit them with your application**
- **This application is only for Summer Day Camp and Specialty Camp. It is not transferrable to other departments. Please complete a General Financial Aid Application for all other departments. The YMCA does not grant financial assistance for specialty and sports camps.**

Failure to follow the above procedures will slow the process of your application! Incomplete applications without the required documentation will not be processed. Please note that financial assistance for summer day camp programs is renewed annually, and we cannot guarantee that you will be awarded based on your award from the previous year. New Financial Aid Applications are required annually for each day camp season (winter day camp, spring day camp and summer day camp).

We receive several requests every year for assistance. We appreciate your patience as we process your application. Please give us 7 to 10 business days to process your application. An award letter will be mailed your residence when complete. **You will receive a response via mail. Please provide your e-mail for faster results. You can also contact the front desk after 10 to 15 business days for an update.**

**Culver-Palms Family YMCA**  
CONFIDENTIAL Financial Assistance Information Form

The following is a list of programs that you may apply for financial assistance using this application. For all other programs, please see the front desk receptionist.

- Day Camp @ Palms  
Elementary School
- Day Camp @ El Rincon  
Elementary School
- Specialty Camp @ El Rincon  
Elementary School

**PLEASE DO NOT USE THIS FORM FOR RESIDENT CAMP (SLEEP-OVER CAMP) PROGRAMS**

**PERSONAL:**

1<sup>st</sup> Adult Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ Zip \_\_\_\_\_  
Phone (\_\_\_\_) \_\_\_\_\_ Business (\_\_\_\_) \_\_\_\_\_

2<sup>nd</sup> Adult Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ Zip \_\_\_\_\_  
Phone (\_\_\_\_) \_\_\_\_\_ Business (\_\_\_\_) \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**We STRONGLY encourage you to provide your e-mail. Once approved, we will send a notification directly to your e-mail address. This will speed up your processing. Please print clearly.**

**DEPENDENT CHILDREN:**

Name \_\_\_\_\_ Grade in September 2019 \_\_\_\_\_ Age \_\_\_\_\_ Sex \_\_\_\_\_  
Program that you are applying for aid (see list above) \_\_\_\_\_  
Is the child currently in any other YMCA programs? \_\_\_\_\_

Name \_\_\_\_\_ Grade in September 2019 \_\_\_\_\_ Age \_\_\_\_\_ Sex \_\_\_\_\_  
Program that you are applying for aid (see list above) \_\_\_\_\_  
Is the child currently in any other YMCA programs? \_\_\_\_\_

Name \_\_\_\_\_ Grade in September 2019 \_\_\_\_\_ Age \_\_\_\_\_ Sex \_\_\_\_\_  
Program that you are applying for aid (see list above) \_\_\_\_\_  
Is the child currently in any other YMCA programs? \_\_\_\_\_

Name \_\_\_\_\_ Grade in September 2019 \_\_\_\_\_ Age \_\_\_\_\_ Sex \_\_\_\_\_  
Program that you are applying for aid (see list above) \_\_\_\_\_  
Is the child currently in any other YMCA programs? \_\_\_\_\_

**EMPLOYMENT:** Are you currently employed? (Circle)

Yes  No

Employer \_\_\_\_\_  
Address of Employment \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Occupation \_\_\_\_\_  
Length of time with firm \_\_\_\_\_

Is your spouse of other adult in household currently employed?

Yes  No

Employer \_\_\_\_\_  
Address of Employment \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Occupation \_\_\_\_\_  
Length of time with firm \_\_\_\_\_

\*\*\* Household means a group of related or non-related individuals who are living as one economic unit and sharing living expenses. Living expenses include rent, clothes, food, doctor bills, utilities, etc.

**STUDENT STATUS INFORMATION:**

STUDENT (1<sup>st</sup> Parent) Are you presently in school?

Yes  No

Full time? \_\_\_\_\_ Part time? \_\_\_\_\_ Receiving Financial Aid? \_\_\_\_\_ Amount \$ \_\_\_\_\_  
When do you expect to graduate? \_\_\_\_\_

STUDENT (2<sup>nd</sup> Parent) Are you presently in school?

Yes  No

Full time? \_\_\_\_\_ Part time? \_\_\_\_\_ Receiving Financial Aid? \_\_\_\_\_ Amount \$ \_\_\_\_\_  
When do you expect to graduate? \_\_\_\_\_

**INCOME:** Monthly gross \$ \_\_\_\_\_ Spouse's Gross \$ \_\_\_\_\_

Are you currently receiving any local, state or federal assistance?

Yes  No

If yes, which? \_\_\_\_\_

Case No. \_\_\_\_\_ Monthly Amount \$ \_\_\_\_\_

Are you currently receiving child support?  Yes  No Monthly Amount \$ \_\_\_\_\_

Are you currently receiving pension or retirement?  Yes  No Monthly Amount \$ \_\_\_\_\_

Are you currently receiving unemployment?  Yes  No Monthly Amount \$ \_\_\_\_\_

Are you currently receiving foster care income?  Yes  No Monthly Amount \$ \_\_\_\_\_

Other Income 4 \_\_\_\_\_

**HOUSING:** Do you own a home? \_\_\_\_\_ Rent? \_\_\_\_\_ Other \_\_\_\_\_

Monthly payment: \$ \_\_\_\_\_



Culver-Palms Family YMCA  
**FINANCIAL ASSISTANCE  
POLICIES AND PROCEDURES**

Policy Statement: It is the policy of the Culver-Palms Family YMCA to provide services to all those who need them regardless of ability to pay established fees. The intent of this policy is to be accomplished by setting of fees at rates affordable to the majority of residences in our service area and by providing Financial Assistance to those for whom the YMCA fees are not affordable. Those not able to pay a fee may be awarded partial assistance based on their documented ability to pay and the YMCA ability to fund the amount requested. The Financial Assistance Program is intended to provide short-term assistance. The amount of assistance may be decreased over time.

**YOU MUST APPLY FOR FINANCIAL ASSISTANCE EVERY CAMP SEASON (SUMMER CAMP, SPRING CAMP, WINTER CAMP). Financial Assistance is available individually through each program and does not translate to every program area of the YMCA**

Eligibility – Financial assistance will be granted on the basis of need as demonstrated by household income and extenuating circumstance. Household means a group of related or non-related individuals who are living as one economic unit and sharing living expenses. Living expenses include rent, clothes, food, medical bills, utilities, etc. Assistance may not be granted for day camp if there is an adult in the home who is not working. Applicants will be asked to pay a portion of the program fee for which they are requesting assistance. This demonstrates the applicant's desire for participation as well as nurtures a sense of ownership and pride in contributing the cost of their YMCA involvement.

**Any person applying for Financial Assistance for Summer Day Camp will be asked to pay a minimum of 65% of the program fee. The YMCA will not award more than 35% scholarship unless there is a demonstrated need due to extenuating circumstances. Financial assistance may not be awarded if there is an adult in the home who is not working. All financial assistance is subject to availability. Financial assistance is made possible by charitable contributions to the Culver-Palms Family YMCA, enlisted during our annual community support campaign, by volunteers. Financial assistance is granted only to the extent that it can be funded.**

Applications - Applications are available at the Culver-Palms front desk in the lobby and online. This application is for Summer Day Camp only and may not be used for Summer Residence Camp or any other programs within the YMCA. This application is not transferrable to other departments. Please do not give the YMCA original documents, because they will not be returned to you. The front desk staff does not make copies. Please make copies of your documentation before you apply for financial assistance.

**If your status changes (examples: increase in income, etc.) you must notify the YMCA immediately.**

Selection Process – All financial aid applications are reviewed and approved by the Regional Child Care Director. Assistance applications are reviewed in the order they are received. All assistance is based on funds available and the integrity of the information provided. Applicants will be notified within 10 to 15 business days via mail. Applicants must bring their award letter to our staff at the front desk to sign up for camp. We do not notate accounts for financial assistance so it is your responsibility to bring your award letter to the front desk when you register. **You are required to wait for your financial assistance award before you register for camp. If you register before your financial assistance is completed, the YMCA cannot apply the assistance. Please wait until you have received your award before you register to ensure your award is applied. This is the only way to apply your award.**

If you want to learn more about how you can help the Y secure contributions towards of financial assistance fund, please contact the child care office at the Culver-Palms Family YMCA. You can help to ensure that families will be able to receive assistance from the YMCA, for years to come.

**FINANCIAL ASSISTANCE  
POLICIES AND PROCEDURES**

Applicant: \_\_\_\_\_

Children's Names \_\_\_\_\_

The purpose of the Financial Assistance Program is to provide assistance to families who wish to take part in YMCA programs and believe they are unable to afford the full cost of the program

Financial Assistance is made possible by contributions made to the Culver-Palms Family YMCA through our annual fundraising campaigns and special events.

I understand the terms of the YMCA Financial Assistance are as follows:

1. Financial assistance is provided based on the availability of funds, availability of space within requested programs, and the number of people seeking assistance
2. The YMCA reserves the right to reduce or eliminate assistance, based upon the availability of funds and space within YMCA programs
3. Recipients may be asked to re-qualify for assistance at any time during the year, but will typically be asked to re-qualify at the beginning of each Day Camp Session
4. The YMCA reserves the right to discontinue Financial Assistance at any time (we will provide notice), or change the terms of the Financial Assistance granted to any recipients
5. Late payments of program fees paid by the recipient will result in the YMCA discontinuing financial assistance and removing your family from the YMCA program
6. The YMCA has the right to recover the cost of assistance provided if any information received which verifies recipient had the ability to pay or falsified any statements or supporting documentation, or failed to notify the YMCA of any change of household status, income, etc.
7. Financial assistance recipients must adhere to YMCA policies such as those included in the membership applications, parent handbook and those posted at the YMCA facilities
8. Once a recipient has left the program they must reapply and go on the financial assistance waiting list in order to be reinstated
9. It is your responsibility to report to the YMCA when there is a change in marital status, income, address or phone number
10. Financial assistance cannot be used to pay any late fees, transfer fees, penalties, or other fees associated with day camp, other than those listed on the award letter.
11. All refund, transfer and credit policies remain the same for all participants in day camp, including participants on financial assistance; no one person or family is exempt from our policies.
12. Financial assistance is given to the extent made available through our annual support campaign. The YMCA will waitlist all families who apply for financial aid if the funds are depleted. You will be notified when more funds become available
13. Applicants are still expected to make their payments on time, as listed on the payment due date schedule. If payments are not made by the due date, deposits will be forfeited and your space in camp may not be recoverable. You may reenroll if there is space available.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_