CITY OF ALLEN PARKS & RECREATION

FINANCIAL ASSISTANCE PROGRAM APPLICATION

OCTOBER 1, 2023 - SEPTEMBER 30, 2024
CARE
CITIZEN ASSISTANCE FOR RECREATION EXPERIENCES

CITY OF ALLEN PARKS AND RECREATION
FINANCIAL ASSISTANCE PROGRAM

MISSION: To provide recreational opportunities through financial support to qualified Allen residents in order to promote citizen involvement, build a strong sense of community and increase social and physical well-being.

PROGRAM OVERVIEW: Allen Parks and Recreation Department offers financial assistance for City of Allen residents. Financial assistance is available for most recreational programs and classes offered at Joe Farmer Recreation Center (JFRC), Don Rodenbaugh Aquatics Center (DRAC), The Edge Skate Park (TE), Allen Senior Recreation Center (ASRC), Allen Community Ice Rink (ACIR), Stephen G. Terrell Reaction Center (STRC) and Allen Parks and Recreation Athletics.

HOW TO APPLY: To apply for financial assistance, complete the attached application, sign it and return it to one of the addresses below with the required documentation. There are two options to return the application and required documentation:

IN PERSON:
Allen Parks and Recreation Department
305 Century Parkway, Allen, Texas 75013
OR Any City of Allen Parks & Recreation Facility

SCAN or EMAIL:
elissa.malone@cityofallen.org

To find out more about the CARE program, qualification details or how to donate, contact:
Elissa Malone
Recreation Services Manager | City of Allen Parks and Recreation Department
Email: elissa.malone@cityofallen.org • Phone: 214.509.4705
PROOF OF RESIDENCY: Must be a current Allen resident at the time of participation in the program/class and be able to prove residency. Acceptable forms of identification include: (1.) Current driver’s license with ONE current utility bill, (2.) Current photo ID such as an employment badge with TWO current utility bills, or (3.) Current photo ID such as an employment badge with recent verifiable rent or lease agreement that states applicant or guardian’s name.

PROOF OF ELIGIBILITY: One of the following documents is required to verify eligibility to receive financial assistance. Copies of documents must be submitted. The required documentation for income verification includes: (1.) Free or reduced school lunch program voucher or letter, (2.) Verification letter from Allen Community Outreach (ACO) verifying qualifications, (3.) Current W-2 form(s), (4.) Paycheck or unemployment check if applicant household income has decreased since most current W2 statement.

Additional documentation must be reported for any source of income that is received. The following types of income may include: (1.) Unemployment compensation, (2.) Social Security Benefits, (3.) Supplemental Social Security Benefits, (4.) Pension/Retirement, (5.) Workman’s Compensation, (6.) Disability Income, (7.) Severance Pay, (8.) Alimony, (9.) Child Support, (10.) Welfare or other Public Assistance, (11.) All regular pay, special pay, and allowances of a member of the armed forces who is head of the family or spouse, whether or not that family lives in the household, (12.) Investments-stock, bonds, trusts, and annuities, (13.) Life Insurance income/benefits, (14.) Business income, including self-employment, (15.) Income from real estate, including rental income, or (16.) Proceeds from the sale of real estate property.
Financial assistance applications are reviewed by the Recreation Services Manager (or designee). Receiving staff will accept the application and inform the applicant that the pending application will be reviewed and either be approved or denied. The Financial Assistance application and supporting documents must be filled out entirely to be eligible.

Registration may not occur until financial assistance has been approved. Financial assistance registration cannot be done by online registration.

Adult applicants may only apply for financial assistance on behalf of themselves or their dependent children. Persons may not apply for assistance on behalf of others.

Financial assistance is for programs and classes only.

Awarded recipient must attend a minimum of 75% of the program to maintain eligibility for future program assistance.

Maximum financial assistance amounts are listed below. The maximum assistance is the maximum amount that a person/household is eligible to receive for that year. Funds will only be approved for program costs at the time of the application and under no circumstance will assistance amounts be allocated for future use.

Applicants will not be discriminated based on race, sex, color, national origin, age, or disability.

Transfers, withdrawals, and refunds are not permitted. If selected program is cancelled, awarded recipient may select a replacement program from current season.

The City of Allen reserves the right to revoke scholarship awards at any given time.

Maximum assistance per individual and per household is limited and listed in the Income Chart.

Please allow two weeks to process your application.

Upon review of application, the applicant will be notified of status of request.

### FEDERAL INCOME CHART FOR SCHOOL YEAR 2023-2024

<table>
<thead>
<tr>
<th>HOUSEHOLD SIZE (NUMBER OF PEOPLE)</th>
<th>YEARLY INCOME (IN DOLLARS)</th>
<th>MAXIMUM ASSISTANCE ALLOWED BY CITY OF ALLEN</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 person</td>
<td>$26,973</td>
<td>$100 per person per fiscal year</td>
</tr>
<tr>
<td>2 people</td>
<td>$36,482</td>
<td>$100 per person/$150 household</td>
</tr>
<tr>
<td>3 people</td>
<td>$45,991</td>
<td>$100 per person/$200 household</td>
</tr>
<tr>
<td>4 people</td>
<td>$55,500</td>
<td>$100 per person/$250 household</td>
</tr>
<tr>
<td>5 people</td>
<td>$65,009</td>
<td>$100 per person/$300 household</td>
</tr>
<tr>
<td>6 people</td>
<td>$74,518</td>
<td>$100 per person/$300 household</td>
</tr>
<tr>
<td>7 people</td>
<td>$84,027</td>
<td>$100 per person/$300 household</td>
</tr>
<tr>
<td>8 people</td>
<td>$93,536</td>
<td>$100 per person/$300 household</td>
</tr>
<tr>
<td>Each additional person</td>
<td>$9,509</td>
<td>$100 per person/$300 household</td>
</tr>
</tbody>
</table>

*NOTE: Financial assistance is limited and will be available as long as funding permits. Requests may be put on hold until additional funding becomes available.
CITY OF ALLEN PARKS & RECREATION
CARE PROGRAM APPLICATION

Please refer to the “Terms & Qualifications” and “Financial Assistance Award Policy” for detailed information and criteria. In order for your application to be considered complete, please fill out the application below and provide required documentation. Incomplete applications will be denied. Head of Household/Parent or Guardian MUST be an Allen resident to qualify.

HOW TO RETURN THIS APPLICATION & REQUIRED DOCUMENTS: Separate this application page from the rest of the packet and return the application form along with the required documents. There are two options to return the application and required documentation.

IN PERSON:
Allen Parks and Recreation Department
305 Century Parkway, Allen, Texas 75013
OR Any City of Allen Parks & Recreation Facility

SCAN or EMAIL:
elissa.malone@cityofallen.org

APPLICANT INFORMATION

Date of Application (MM/DD/YEAR): _________________

Head of Household (PARENT/GUARDIAN): ________________________________

Address: ____________________________________________________________

City: _________________ State: _________________ Zip Code: ____________

Home Phone: ____________________ Alternate Phone: ____________________

Email Address: ______________________________________________________

Total People In Household: ___________ Total Household Income: __________

NAME OF EACH RESIDENT IN THE HOUSEHOLD & RESIDENT'S DATE OF BIRTH (FIRST AND LAST NAME) & (MM/DD/YEAR)

<table>
<thead>
<tr>
<th>NAME 1:</th>
<th>DOB:</th>
<th>NAME 5:</th>
<th>DOB:</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAME 2:</td>
<td>DOB:</td>
<td>NAME 6:</td>
<td>DOB:</td>
</tr>
<tr>
<td>NAME 3:</td>
<td>DOB:</td>
<td>NAME 7:</td>
<td>DOB:</td>
</tr>
<tr>
<td>NAME 4:</td>
<td>DOB:</td>
<td>NAME 8:</td>
<td>DOB:</td>
</tr>
</tbody>
</table>

WHICH FACILITIES ARE YOU INTERESTED IN (CIRCLE ONE OR MORE BELOW):

Joe Farmer Recreation Center
Don Rodenbaugh Aquatics Center
The Edge Skate Park
Allen Senior Recreation Center
Allen Community Ice Rink
Allen Parks & Recreation Athletic Programs
Stephen G. Terrell Recreation Center

CHECKLIST OF REQUIRED DOCUMENTS TO INCLUDE WITH APPLICATION (MUST INCLUDE IN ORDER FOR APPLICATION TO BE COMPLETE):

☐ Current Driver’s License or Photo ID  ☐ Proof of Residency  ☐ Proof of Eligibility

FOR STAFF USE ONLY

Received On: _________  Staff Initials: _________  ☐ Approved  ☐ Denied  Amount Approved: _________