



## YMCA of the Foothills

Serving the communities of La Cañada Flintridge, La Crescenta, Montrose, Shadow Hills, Sun Valley,  
Sunland and Tujunga

### Financial Assistance Program

\_\_\_\_\_ Crescenta-Cañada Family YMCA  
1930 Foothill Blvd.  
La Canada, CA 91011  
(Eligible Postal Codes: 91011, 91020, 91214, 91208)

\_\_\_\_\_ Verdugo Hills Family YMCA  
6840 Foothill Blvd.  
Tujunga, CA 91042  
(Eligible Postal Codes: 91214, 91208, 91040, 91042)

### Financial Assistance Policy

The YMCA is a private, non-profit membership organization open to all people. Through the generosity of donors, we are able to provide programs and services to those who may not otherwise be able to participate. Those not able to pay program or membership fees may be awarded financial assistance based upon individual need and the ability of the YMCA to fund the assistance program for those who live or work in our service area.

If you cannot afford the full cost of a YMCA program or membership, you may apply for financial assistance. The confidential assistance application is available at the YMCA or on-line at [www.ymcafoothills.org](http://www.ymcafoothills.org). All verification documents shall remain confidential and accessible only by the designated staff members and volunteer committee members in charge of financial assistance.

*Financial assistance awards are valid through the date noted on your award letter. You must re-apply before that date if you wish to continue receiving financial assistance. You will NOT be sent a renewal notice. If you do not re-apply, your membership will be automatically terminated.*

The financial assistance policy established by the Board of Directors of the YMCA of the Foothills, exists to make programs and services available to those most in need.

### Financial Assistance Guidelines and Application Process

1. Financial assistance is awarded on a first come, first served basis, based on:

- The availability of YMCA funds
- Anyone living or working in the YMCA's service area; our service area is postal zip codes 91011, 91020, 91040, 91042, 91208, 91214
- Combined gross income of all individuals living in the household
- Number of individuals residing in the same household
- An applicant's home address will be used to determine their eligibility for assistance at the YMCA location nearest where they reside:  
Crescenta-Canada YMCA: 91011, 91020, 91214, 91208  
Verdugo Hills YMCA: 91214, 91208, 91040, 91042  
Or if an applicant works in our service area, the location for work must be in one of our service area postal codes.
- Maximum term of assistance is for up to three (3) years. YMCA may consider requests beyond three years under or due to special circumstances.
- Application will ask individuals if they are willing to volunteer at the YMCA.
- Dependents listed on application must be listed on applicant's IRS Form 1040, or if not filing jointly, additional 1040 forms from all applicants in the unit will be required.

2. All Financial Assistance applicants must submit current income verification:

- Current income from all sources;
- IRS Form 1040 – Copy of most recent filing;
  - Any Form 1040 with *any income besides salaries/wages (line 7)* must provide all corresponding schedules;
  - IRS Form 4506-T – Request of Transcript of Tax Return (both spouses SSN# if married)
    - a. Line #6 (a) – return transcript
    - b. Line #8 form W-2
  - Social Security Benefits (If line 20 or 20b on Form 1040 lists)

**-OR-**

- IRS Form 4506-T – VERIFICATION OF NON-FILING RESPONSE FROM IRS (for both spouses with SSN# if married); AND,
- Previous 3 months of bank statements where living expenses are paid from, pay stubs, food stamps, alimony, etc.

All verifying documents should be photocopies, as they will not be returned. Additional information may be required to process an application (i.e. rent receipts, medical bills, etc.). Incomplete applications will not be processed.

3. The YMCA will review all completed applications to determine eligibility and will notify applicants within 30 days.
4. Applications submitted are incomplete without all required documents, and will not be considered until such time as everything is completed and turned in.
5. YMCA has the right to request any additional documentation in order to clarify or confirm financial status of the membership unit applying for or receiving financial assistance.

*The YMCA of the Foothills reserves the right to refuse services to anyone at any time*



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- Crescenta-Cañada Family YMCA
- Verdugo Hills Family YMCA

- New Application
- Renewal Application

### Financial Assistance Application

Membership Type or program desired \_\_\_\_\_

#### Applicant Information

Head of Household \_\_\_\_\_

Address (No P.O. Box) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-mail \_\_\_\_\_ Gender  Male  Female

Have you ever applied for financial assistance at another YMCA?  No  Yes, please list:

YMCA Name \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_

YMCA Name \_\_\_\_\_ From \_\_\_\_\_ to \_\_\_\_\_

#### Dependent Information

List names and date of birth for all individuals residing in the household who share living expenses, including head of household.

Name	Date of Birth	Name	Date of Birth

#### Financial Information

Please list gross monthly income from all sources for all individuals 18 and older. All information contained in this section will remain confidential and will only be used to evaluate eligibility to receive financial assistance and the amount of such aid.

	Wages	Child Support	Other, please list
Applicant			
Spouse/Domestic Partner			
Other			
Other			

Please list and document special circumstances that contribute to your need for financial assistance (i.e. family illness/death, unemployment, etc). Use additional sheets if necessary.

\_\_\_\_\_

Please list areas of YMCA Programs you would consider being a volunteer for:

\_\_\_\_\_



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**Financial Assistance Application**

**Document Checklist**

**Original Documents to be submitted with your application:**

- Financial Assistance Application is completed and signed, AND;
- Copy of most recent tax return (IRS Form 1040) is included;
- If there are any dollars in the following lines of form 1040:
  - Yes/No      Line 12, Business Income – Copy of Schedule C is attached
  - Yes/No      Line 13, Capital Gains (or Losses) – Copy of Schedule D is attached
  - Yes/No      Line 14, Other Gains (or Losses) – Copy of Form 4797 is attached
  - Yes/No      Line 17, Rental Real Estate, Royalties, Partnerships, S Corps, Trusts – Copy of Schedule E is attached
- IRS Form 4506-T – Request of Transcript of Tax Return (both spouses SSN# if married)
  - a. Line #6 (a) – return transcript
  - b. Line #8 form W-2

**- OR -**

- IRS Form 4506-T (Verification of Non-Filing Response from IRS) for each adult in the unit is completed and attached
- Current income from all sources is listed (Previous 3 months of bank statements where living expenses are paid from, pay stubs, food stamps, alimony, etc.)
- If applicant is working (but does not live in) service area, copies of two months' most recent pay stubs showing workplace zipcode are attached

I declare that all information contained in this application is true and correct and give the YMCA of the Foothills permission to verify all submitted documents. I understand the completion of an application does not guarantee acceptance in the Financial Assistance Program. If requested to do so, I can/will provide substantiation of all facts including current income. I agree to inform the **YMCA of the Foothills** of any changes in my financial status. I agree to and understand the Financial Assistance guidelines and application process.

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