



Town of Garner  
Parks, Recreation & Cultural Resources  
900 7<sup>th</sup> Avenue  
Garner, NC 27529

## **Financial Assistance Program**

The Town of Garner is committed to making its Parks, Recreation and Cultural Resources Department programs, activities, and special events available to as many citizens as possible. This policy has been established to meet the needs of families judged to have limited financial resources.

Eligibility and Application: Town of Garner residents may request a reduction in program fees for their dependent child or children when a financial need exists. **Only town residents are eligible for the financial assistance program.** These requests must be made in writing on the attached official Financial Assistance Program Application.

Confidentiality: All financial assistance applications are public documents that must be made available to any person upon request. However, in the absence of a request to provide this information, Town of Garner Parks, Recreation and Cultural Resources staff will keep all information strictly confidential. When providing a copy of your income tax return and pay stub(s), **please black out your social security number.**

Programs and Fees: All registration including Financial Assistance registration will be on a first come first served basis. No more than 10% of participants in any program will be allowed financial assistance. Individuals who qualify for a fee reduction will be required to pay 50% of the total program fee provided that the program fee is \$20 or more. A program is defined as an individual registered activity offered by the Parks and Recreation Department. Some programs have more than one session. Each session would be eligible for financial assistance until the yearly assistance maximum is met. Each financial assistance participant will be eligible for a yearly assistance maximum benefit of \$300. **Please note that this maximum benefit is not guaranteed.**

**Household Income:** Household income is defined as the sum, on an annual basis, of all pay, allowances, financial aid, child support, social services allowances and other income for the household. You may find this information on line 22 on your 1040 form.

**Household Members:** Will be verified using your Federal Income Tax Return (dependents).

**Financial Assistance Eligibility Scale**

No. of household members	2	3	4	5	6	7	8+
Max. Amt. Family Earns, Pay 50% of fee	\$30,336	\$37,476	\$44,616	\$51,744	\$58,884	\$60,228	\$61,560

Income Amounts Reflect Annual Gross Income from all sources.

**Verification and Documentation:** Participants applying for the Financial Assistance Program must provide confirmation of their financial status by providing the Town of Garner Parks, Recreation and Cultural Resources Department with a copy of your last year’s federal income tax return and current pay stub(s), along with your completed Financial Assistance Program application, two weeks before the program’s registration deadline. Please black out all social security numbers.

**Approval by Bureau Manager:** The Bureau Manager will review each fee reduction request and will have final authority to approve or deny the request based on the above criteria. Once approved, financial assistance will be valid for one year.

**Restrictions:** The Financial Assistance Program applies to Park, Recreation and Cultural Resources youth programs (under the age of 18) only. Reductions do not apply to adult activities or any other Town of Garner fees or charges. The program cannot be used in conjunction with any other subsidies. The Parks, Recreation and Cultural Resources review is based on last year’s information. If any household changes occur during the year they will be reflected the following year.



### Financial Assistance Application

**Please follow these three steps to apply for a fee reduction:**

1. Complete this application. Be sure to include all incomes for your household.
2. Provide verification of financial status and household members. (Applicant must provide a copy of last year's federal income tax return and current pay stubs.)
3. Mail or bring in your Financial Assistance Program Application and tax information, along with your completed program registration form, to the Town of Garner Parks, Recreation and Cultural Resources office.

**Mailing Address:**  
Town of Garner  
Parks, Recreation and Cultural Resources Department  
900 7<sup>th</sup> Avenue  
Garner, North Carolina 27529

**Street Address:**  
900 7<sup>th</sup> Avenue  
Garner, North Carolina 27529  
Building B

Name of Dependents in Household	Date of Birth
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

Please check box if you have a copy of last year's tax form and current employment pay stubs.  
*Please black out all social security numbers.*

Total Annual Income for the Household: \_\_\_\_\_

Head of Households Name: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

By signing this form, I certify that all of the information on this application is true and correct and that all income is reported. All financial assistance applications are public documents that must be made available to any person upon request. Once approved, financial assistance will be valid for one year and each participant will be eligible for a yearly assistance maximum benefit of \$300.

\_\_\_\_\_ Date

Head of Household Signature

**FOR OFFICE USE ONLY**

Accepted     
  Not Accepted     
 \_\_\_\_\_ Date Received     
 \_\_\_\_\_ Verified Record