

Winnetka Park District
Financial Assistance Policy

Purpose

The Winnetka Park District believes that everyone should have the opportunity to enjoy and participate in recreation activities. The Park District will attempt to provide equal opportunities for residents with financial hardships through the provision of programs with reasonable fees as well as through delayed payment plans, reduction in program fees with subsidy from the Winnetka District, and other financial assistance.

Qualifications

1. Applicants must reside within Winnetka Park District boundaries and pay Park District taxes.
2. General income thresholds to receive assistance are based on the 250% Federal Poverty Level:

<u>Family Size</u>	<u>Gross Income Less Than</u>
2	\$39,825
3	\$50,225
4	\$60,625
5	\$71,025
6	\$81,425

3. Other special circumstances/financial hardships such as excessive medical bills must be detailed on the attached scholarship application and will be considered on a case by case basis.

Limitations of Assistance

1. Assistance is available for Park District programs and season swimming beach passes only and is not valid towards daily fees, memberships, or private lessons.
2. Program availability is based on a first come first serve basis. If all documentation is not thoroughly completed at time of registration, enrollment can and will be delayed.
3. Placement in requested program is based on class availability.
4. If approved, the Park District can subsidize up to 90% of potential program fees.
5. Payment plans can be set up, but any required fees must be paid in full before another scholarship will be awarded.
6. Delinquency on payment plans will result in ineligibility for future financial assistance, forfeiture of scholarship, as well as potential removal from current programming.
7. Approval of financial assistance does not ensure continued approval for succeeding programs.
8. Applications must be completed annually, but any changes to a family's financial situation throughout the year must be disclosed to the Park District.

Process

1. The Park District encourages anyone interested in financial assistance to submit their required documentation as early as possible to avoid potentially missing out on a program or activity.
2. All required paperwork must be completed, submitted to the main Administrative Office at 540 Hibbard Rd., and reviewed before any scholarships will be awarded. Please do not register at any other facilities for financial assistance.
3. Registration will not be processed until the scholarship has been approved.
4. Sufficient time should be allowed for processing of your application prior to the start date of any programs or activities with which you are interested (approximately one to three weeks depending on season).
5. Written notification via direct mail or email will be provided upon review of your application with the amount of subsidy the Park District is providing as well as what you will owe.

Required Documentation

1. *Scholarship Application* -- the Winnetka Park District scholarship application must be submitted.
2. *Registration Form* -- a Winnetka Park District registration form must be filled out completely with desired programs.
3. *Proof of Residency* -- a copy of all wage earning household members current driver's license or state ID AND a copy of a current utility bill. The addresses on both these documents must match and reside within Winnetka Park District boundaries.
4. *Copy of Federal Income Tax Return* -- A copy of the most current Federal Income Tax Return from each adult wage earner (18 years and older) must be provided. If you have not yet filed for the current year, you are required to submit it as soon as you have a copy. Until that time, you must submit your Federal Income Tax Return from the prior year. If you do not file taxes, you must provide a notarized statement.
5. *Copy of Recent Pay Stubs* -- two (2) most recent pay stubs from each household member 18 years or older. A bank statement showing deposits can also be accepted if enough information is visible.
6. *Additional Documentation* -- documents regarding other sources of income (e.g. child support, alimony, unemployment, etc.) AND/OR public assistance (e.g. social security, public aid, housing, etc.) must also be provided.

Winnetka Park District Scholarship Application

WINNETKA PARK DISTRICT 540 Hibbard Rd., Winnetka, IL 60093
 PHONE: (847) 501-2040 | FAX: (847) 501-5779 | EMAIL: wpdinfo@winpark.org

Family Last Name: _____

Address: _____

How long have you lived at this address? _____

Rent Own | Monthly Payment: \$ _____

Contact Phone #: (_____) _____ - _____

Contact Alt. Phone #: (_____) _____ - _____

E-mail: _____

Marital Status: Single Married Widowed Separated Divorced Living Together

Household Members	Gender	Age
1)		
2)		
3)		
4)		
5)		
6)		
7)		
8)		

Please check all applicable items to indicate financial need and attach documentation:

Family income | Annual salary / child support: \$ _____
(including child support)

Public aid | Aid number: _____ Township assistance | Yearly amount: _____

Social Security | Yearly amount: _____ Subsidized housing

Excessive medical bills, explain: _____

Please detail any other financial hardships and/or special circumstances not mentioned elsewhere on this form which you feel we should be made aware of when considering your application. _____

I affirm that all of the information I have supplied is truthful and accurate. Should my financial status change after completion of this form, I will report these adjustments to the Winnetka Park District. I also understand that should this information be falsified in any way I assume full responsibility to reimburse the Winnetka Park District in full for any financial aid received as a result of this application.

APPLICANT NAME (please print): _____ DATE: _____

SIGNATURE OF APPLICANT: _____

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Winnetka Park District Program Registration Form

WINNETKA PARK DISTRICT 540 Hibbard Rd., Winnetka, IL 60093
PHONE: (847) 501-2040 | FAX: (847) 501-5779 | EMAIL: wpdinfo@winpark.org

Family Last Name: _____
 Address: _____
 Home #: _____ Emergency #: _____
 E-mail: _____
 [Will receive general WPD email updates]

PAYMENT INFO

Cash Check Credit Card
Visa | MasterCard | Discover

Account #: _____ - _____ - _____ - _____

Exp. Date: ____ / ____ Total Enclosed: \$ _____

Cardholder's Name: _____

Authorized Signature: _____

Americans with Disabilities Act [ADA] We encourage participation by everyone and provide reasonable accommodations in accordance with ADA standards. If you require program assistance for special needs, check the box to be contacted by our NSSRA Inclusion Liaison, Toby Ross. A diagnosis is not necessary. Toby Ross can also be reached at (847) 501-2071 or tross@winpark.org.

Activity #	Activity Name	Day/Time	Fee	Registrant's First Name	Gender	Birthday	Grade
-							
-							
-							
-							
-							
-							
-							
-							
-							

WAIVER AND RELEASE OF ALL CLAIMS AND ASSUMPTION OF RISK SIGNATURE (please read below)

PARTICIPANT'S NAME(S) (please print): _____ **DATE:** _____

SIGNATURE OF ADULT PARTICIPANT OR PARENT/GUARDIAN: _____

PARTICIPATION WILL BE DENIED if the signature of adult participant or parent/guardian and date are not on this waiver.

Waiver and Release of All Claims and Assumption of Risk

Please read this form carefully and be aware that in signing up and participating in the identified programs/activities, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of participating in any and all activities connected with and associated with said programs/activities (including transportation services/vehicle operation, when provided).

I recognize and acknowledge that there are certain risks of physical injury to participants in these programs/activities, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I sustain as a result of participation. I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of participating in these programs/activities against the Winnetka Park District, including its officials, agents, volunteers and employees (hereinafter collectively referred as Winnetka Park District).

I do hereby fully release and forever discharge the Winnetka Park District from any and all claims for injuries, damages, or loss that my minor child/ward or I may have or which may accrue to me or my minor child/ward and arising out of, connected with, or in any way associated with these programs/activities.

I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims. If registering on-line or via fax, your on-line facsimile signature shall substitute for and have the same legal effect as an original form signature.

Residency Policy

Recreation program residency rates apply to everyone who lives within Park District boundaries and pays Winnetka Park District taxes. Non-residents pay an additional non-resident fee per program. Non-residents fees are the second fee shown in program descriptions.

Photo/Video Policy

Photos and video footage are periodically taken of participants in a class, during a special event or at the District's parks and facilities. Please be aware that, by signing this waiver and release you are authorizing the Park District to use these photos and video footage for District advertising and promotion without your further permission and without any compensation to you. All photos/video are property of the Park District. Please call the Communications Office at (847) 501-2076 for more information.