

MORTON GROVE PARK DISTRICT FINANCIAL ASSISTANCE PROGRAM

*Only Morton Grove Park District residents are eligible

**APPLICANTS – PLEASE KEEP TOP PAGE
FOR YOUR REFERENCE**

Purpose of Program

It is the intent of the Morton Grove Park District to provide the opportunity for its residents to participate in recreational programs. The park district attempts to provide recreational opportunities to its residents facing financial hardship through reasonably priced programs, free programs and through the financial assistance program.

Requirements for Financial Assistance

Only residents of Morton Grove Park District will be considered for financial assistance. Proof of residency and financial need must be provided to qualify for assistance. Items that will be considered when evaluating include current participation in public aid, food stamp program, school free lunch program, subsidized housing program, excessive medical bills and/or family income.

Types of Financial Assistance Available

1. **Payment Plan** – The cost of the program will be spread over a period of time to allow the family to afford the program. The payments will be made through the Check Free Program.
2. **Partial Payment** – The cost of the program will be reduced. The amount of reduction will be determined on an individual basis. The balance of the program can be paid in full or be structured in a payment plan. The payments will be made through the Check Free Program.

Application Procedure

Persons requesting assistance must complete the park district application form and submit it to the Morton Grove Park District at Prairie View Community Center, 6834 Dempster Street, Morton Grove. It is also required of all applicants to attach **COPIES** of proof of current financial status (i.e. past year taxes, past year W2, paycheck stubs, support papers, etc.) Applications will be individually reviewed and applicants will be notified of decision as soon as possible.

- OVER -

Application Guidelines

1. **Financial assistance participants must reside within the boundaries of the Morton Grove Park District.**
2. All information on the application must be true and accurate and will be kept confidential. Financial Assistance funds are legally recoverable if awarded on the basis of false information supplied by the applicant and will nullify the request for assistance.
3. Requests must be submitted on standard forms provided by the Park District and must be complete in full, with appropriate documentation provided, and signed by the requesting party. If requests are submitted incomplete, they will be returned to the requesting party for completion before being considered.
4. The Facility & Recreation Manager will review all requests for assistance.
5. Submission of written documentation from schools or social services agencies is required and will expedite applications.
6. All assistance will be awarded on a first come-first served basis, on the basis of need and the ability of the park district to absorb the cost. Morton Grove Park District reserves the right to approve partial funding or deny applicant's request.
7. An application must be completed *EVERY TIME* a request for financial assistance is made to provide current information. Granting of assistance does not ensure continued approval of succeeding sessions.
8. All classes are available for assistance **EXCEPT** trips, special events, leagues, contractual programs and facility rentals.
9. **There will be a maximum amount of assistance allowed per family. Each family will be allowed a total of \$1000 a year assistance. Morton Grove Park District works on a fiscal year May 1 – April 30. This does not guarantee that a family will receive \$1000 in assistance, only that a maximum exists.**
10. Recipients must pay their portion through the Check Free program. Arrangements for the Check Free program are made through the MGPD Registration Coordinator. Any delinquencies will impact future requests and may result in removal from the program.
11. All resident registration procedures and policies apply to financial assistance applicant.

January 2008

MORTON GROVE PARK DISTRICT
FINANCIAL ASSISTANCE APPLICATION

This form must be completed and attached to the program registration form and submitted to the Morton Grove Park District, 6834 Dempster Street, Morton Grove, Illinois 60053. Following verification of information supplied in this form, applicant will be notified as the disposition of request.

ONLY MORTON GROVE PARK DISTRICT RESIDENTS ARE ELIGIBLE

Date of Application: _____

Person Completing Application: _____

Address: _____ City: _____ Zip Code: _____

Home Phone: _____ Other Contact Number: _____

Marital Status: _____ Married _____ Divorced _____ Single _____ Widowed _____ Separated

Do you own your own home? Yes No Do you rent? Yes No

Monthly Rent/Mortgage Payment: \$ _____

Are you employed? Yes No If yes, where: _____

Please list all persons that you support:

First and Last Name	Gender M/F	Birthdate including Year	Relationship

I hereby request assistance for:

Participant's Name	Gender M/F	Program #	Program Title	Fee	Fee You Can Pay

Please check items to indicate financial need and attach documentation (check all that apply):

- Family Income (including child support) Monthly Salary/Child Support: \$ _____
- Public Aid Aid Number: _____
- Food Stamps Case Number: _____
- School Lunch Program School Attending: _____
- Subsidized Housing
- Excessive Medical Bills Explain: _____
- Other Financial Difficulties Explain: _____

Type of Assistance Needed:

- Partial Award
- Payment Plan Dollar amount of assistance requested \$ _____

References: At least two references (i.e. schools, social service agencies, employers) must be provided and permission given below for them to supply the Morton Grove Park District with information regarding applicant's financial need.

Name	Address	Phone	Relationship

Please attach any **COPIES** of documentation that apply (most recent paycheck stub, past year W2, past year tax documents, public aid, etc). These copies will be kept by the Morton Grove Park District and will not be returned to applicant.

I understand that all information given to the Morton Grove Park District is not a matter of public record and will be kept confidential. I understand that the information I provide will be evaluated to determine whether I qualify for financial assistance.

I have answered all the questions honestly and to the best of my knowledge. All information is true, correct and complete.

Signature of Applicant

Date

(For Office Use Only)

Date Application Received: _____

Verification of References and Documentation Results:

Assistance Denied Reasons: _____

Assistance Approved Partial Award Payment Plan

Details of Assistance: _____

Applicant Notified _____ Date Notified _____

Signature of Facility & Recreation Manager

Date