



May 8, 2024

Dear Santa Monica Youth Program Participant:

The new Financial Assistance package for participation in CREST's after-school programs, Community Aquatics swim lessons, Community Classes, and school break camps is now available. A completed application for Financial Assistance is required on an annual basis. We are currently taking applications for quarterly funds available July 2024 – June 2025. Incomplete applications will not be accepted. This includes the submission of copies of required documentation verifying identification, residency, and income.

Approved Financial Assistance applications are subject to a \$350 cap per child, per calendar quarter. The cap applies to the discounted portion of the fees for participation in optional programs of limited duration such as swim lessons, community and after-school enrichment classes. Financial Assistance is available on a financial year basis with quarters beginning in July and ending in June (Jul-Sep, Oct-Dec, Jan-Mar, and Apr-Jun). Funds are applied towards the cap based on the date you enroll. Discounts do not carry over from quarter to quarter.

For example, if you enroll your child in a \$100 enrichment class in September that begins in October and you qualify for Financial Assistance at 75%, your fee will be discounted by \$75. This discount is subtracted from your \$350 quarter cap leaving a remainder of \$275 in your July – September quarter which could be used for other classes or mini camps. (This example is illustrated in chart form below.)

Example-Based on a quarterly cap of \$350.

Class Fee	Discount 75%	You Pay	Quarter Financial Assistance Balance
\$100.00	\$ 75.00	\$ 25.00	\$275

Please note that there are no caps or limits for participation in essential programs such as after-school childcare and full-day camps.

Financial Assistance applications must be submitted at least three weeks before programming begins. Financial Assistance must be approved before registration. Staff cannot adjust payments or apply discounts retroactively.

If you wish to be considered for Financial Assistance, please complete the application, and return it together with any supporting documentation by mail, fax, email, or in person to one of the offices listed below. Only one application is necessary.

Virginia Avenue Park Office
2200 Virginia Avenue
Santa Monica, CA 90404
tel: 310.458.8688
vap@santamonica.gov

Swim Center Office
2225 16th Street
Santa Monica, CA 90405
tel: 310.458.8700
fax: 310.450.5076
aquatics.mailbox@santamonica.gov

Community Recreation
communityrecreation@santamonica.gov

The City of Santa Monica is dedicated to providing your family with the best possible youth programs. If you would like more information on other programs offered by the City, or if you have any questions about the Financial Assistance application, please feel free to call the numbers listed above.

Sincerely,

Housing and Human Services Department
Recreation and Art Department



2024-2025
Application for Financial Assistance
for Youth Programs

Financial Assistance for youth programs is offered by the City of Santa Monica's Housing and Human Services and Recreation and Arts Departments. A new application for financial assistance is required on an annual basis. New applications are accepted throughout the year. Incomplete applications will not be accepted and will be returned to the applicant.

Applications may take up to three weeks to process.

SANTA MONICA RESIDENTS: Assistance is available for youth under the age of 18 who live in the City of Santa Monica.

NON-RESIDENTS: Children who are not residents of Santa Monica, but attend a Santa Monica SMMUSD public school on permit may be eligible for financial assistance for after-school, school-based City programs that take place during the school year.

Non-residents on permit do not qualify for financial assistance for non-school based classes such as Community Classes held at City parks, Community Aquatics, or summer programs.

SECTION A - GENERAL APPLICANT INFORMATION

Form section for general applicant information including fields for Parent/Guardian Full Name, Relationship to Children, Address (Number and Street, City, State, Zip Code), Phone (Home), Phone (Work/Other), and EMAIL.

SECTION B - CHILDREN IN THE HOUSEHOLD

This information will be used to determine eligibility for all children in your family under 18 years of age. Please list name, birthdate, school and grade in the Fall of 2024 for each child in your household, whether they need services or not. Children must be listed as dependents on income taxes for verification of guardianship.

Table with 4 columns: Child Name, Birthdate, School, Grade in Fall. It contains four rows for listing children.

ATTENTION APPLICANT:
ADDITIONAL DOCUMENTATION IS REQUIRED.
See page 2.

Office Use section containing fields for Date received, By, and a checkbox question: Is additional documentation attached? Yes/No. Incomplete applications should not be accepted.

SECTION C - ADULTS IN HOUSEHOLD

Income tax information must be attached for all of adults in the household. List additional adults on separate page.

Adults : _____ Relationship: _____
_____ Relationship: _____
_____ Relationship: _____

SECTION D - REQUIRED PAPERWORK

The Housing and Human Services and Recreation and Arts Departments administers the application and verifies application and income information.

Verification of Identity
Copy of government issued picture IDs (ie. driver license, consulate, passport, etc.) **for all adults in the household.**

Verification of Income
Copy of submitted 2023 Income taxes for
for all adults in the household or IRS Form 4506-T.

Verification of Address (Choose one)
 Current Utility Bill (gas or electric)
 Section 8 Housing verification

SECTION E - SIGNATURE

By signing below, I declare that all information provided in this application is accurate and true.

Parent/Guardian/Applicant Name (please print)

Applicant Signature _____
Date

FOR OFFICE USE ONLY

ActiveNet Date _____ Database Date _____ Letter Mailed _____

Adjusted Gross Income per 2023 Income Taxes: _____ Household # _____

Verification of Residency: _____

Financial Assistance Granted (check one):

Level 0 - 100% and 75%
Full (Homeless/Foster Youth)

Level 1 - 90% and 75%

Level 3 - 50% and 25%

IF HOMELESS, agency affiliation:

- OPCC
- Upward Bound House
- St. Joseph's Center
- Sojourn Domestic Violence
- Other: _____

Denied (circle reason below)

1. Income too high
2. Child(ren) does not meet age requirements
3. Insufficient evidence of income/residency
4. Other: _____

Non-SM Resident

Eligible for Summer? Yes No

Reviewed By: _____ Date: _____

Approved By: _____ Date: _____

Denied By: _____ Date: _____