



YOUTH PROGRAM SUBSIDY FUND APPLICATION GUIDELINES

PURPOSE: The purpose of the fund is and remains to provide financial assistance to the benefit of Yountville residents by subsidizing Yountville youth participation in recreational activities provided by the Town. The following guidelines were developed to govern, eligibility, application and operation.

APPLYING/APPLICATION

1. Complete a Youth Program Subsidy Fund Application form for Reduced Cost Youth Recreational Programs offered through the Town of Yountville Community Services Department.
2. Use one application for each child.
3. Review and complete all information before signing.
4. Submit the Youth Subsidy Program Fund application, program registration form, and payment of 25% of the registration fees for each activity at least 10 business days before the activity to:

Town of Yountville Parks & Recreation Services
Attn: Administrative Assistant
6516 Washington Street, Yountville, California 94599
Phone: 707-944-8712
Fax: 707-944-1596

ELIGIBILITY

General Eligibility: In order to be eligible for Youth Program Subsidy Fund, your family is required to show proof of enrollment in any of the following Federal or State food programs or aid to families with dependent children:

- Aid to Families with Dependent Children formerly Aide to Dependent Children
- United States Department of Agriculture Food and Nutrition Service Food Stamps Program
- Napa Valley Unified School District Free or Reduce Lunch Program) and, or Napa Valley Unified School District School Breakfast Program (National Food Programs)

Income Eligibility: Eligibility based on current Family Income: if family incomes falls below the medium income level according to the U.S. Census.

- Meet federal low-moderate income guidelines. Applicant must report the amount of income each household member receives annually, including, but not limited to, the following: EARNINGS FROM WORK, WELFARE, PENSIONS, CHILD SUPPORT, RETIREMENT, ALIMONY, all other INCOME, etc.

Non Resident Eligibility: The Town recognizes that all youth enrolled in Yountville Elementary School do not reside within the Town limits; however, they are part of the Yountville School community. Therefore, Families with Children currently enrolled in Yountville Elementary School meeting Federal/State Food Programs or income criteria are eligible to apply.

Temporary Hardship: The Town also recognizes that there may be times when temporary hardships affect Yountville families and prevent their children from continuing in or enrolling in youth programs. On case by case basis Yountville families with youth meeting the age requirements may apply.

Foster or Institutionalized Children of Yountville: Use one application per foster or institutionalized child who is the legal responsibility of the welfare agency or court. If the foster child or institutionalized children receives "personal use income", list the amount of that income. "Personal use income" is (a) money given by the welfare office identified by category for the child's personal use, such as clothing, school fees and allowances; and (b) all other money the child receives, such as money from his/her family and money from the child's full-time or part-time job. **The foster parent or agency official must sign the application.**

CONDITIONS/RESTICITIONS

1. Youth Program Subsidy funds are limited to \$200 per quarter per youth.
2. Total awards in any quarter are not to exceed \$2000 or one-fourth of the Youth Program Subsidy Fund balance.
3. Youth must be between the ages of 3 – 17 to receive subsidies.
4. Priority within a quarter is given first to Yountville Resident families meeting the general and income criteria. Non-residents and temporary hardship will be considered if total subsidies have not reached the quarterly cap of \$2000.
5. The Youth Program Subsidy Fund may not be accessed for payment of general or non-youth program personnel cost.
6. The Fund may not be utilized for non-youth program supplies and expenses.
7. Subsidizing participation in non-Yountville programs and adult recreation program expense.
8. Subsidizing participation of non-residents except as defined under Non-resident Eligibility for non-resident Youth attending Yountville Elementary School.

NOTIFICATION

Pending applications for approval to receive Youth Program Subsidy funding for youth programs will receive notification within 5 business days should the application be denied. At that time, the applicant can choose to pay for the activity OR withdraw your child, and receive a refund of the 25% you paid to enroll your child.

DOCUMENTATION

Verification: A utility bill or picture ID is required to verify your Yountville address. You may also be asked to provide proof of income to verify eligibility. The information you provide may be checked at any time during the fiscal year.

Confidentiality: Family size, household income, and social security numbers and information will remain confidential.

FEDERAL LOW INCOME LEVELS

(Effective February 2008 until Further Notice)

| Size of Family Unit | Family Income | Check Appropriate Family Size Unit |
|---------------------|---------------|------------------------------------|
| 1 | \$15,600 | |
| 2 | \$21,000 | |
| 3 | \$26,400 | |
| 4 | \$31,800 | |
| 5 | \$37,200 | |
| 6 | \$42,600 | |
| 7 | \$48,000 | |
| 8 | \$53,400 | |

The figures shown under family income represent amounts equal to 150 percent of the family income levels established by the Census Bureau for determining poverty status. The poverty guidelines were published by the U.S. Department of Health and Human Services in the [Federal Register](#), Vol. 73, No. 15, January 23, 2008, pp. 3,971-3,972.

Affidavit of Applicant: Applicants you are required to sign the declaration below certifying that the family size and income levels and information contained in the accompanying Town of Yountville Youth Program Subsidy fund application is true and correct and that all income is reported, and understands that the information is given for the receipt of reduced fees for the Town of Yountville’s Community Services Department’s youth programs and that officials may verify the information on the application. Deliberate misrepresentation of the information on this form may subject to prosecution under applicable State and Federal Laws.

I certify that all of the information in the application is true and correct and that all income is reported. I understand that this information is given for the receipt of the reduced fees on the Town of Yountville Community Services Department youth programs and that officials may verify the information on the application. Deliberate misrepresentation of the information on this form may subject me to prosecution under applicable State and Federal Laws.

SIGNATURE

DATE