



FINANCIAL ASSISTANCE PROGRAM

Westerville Helps is a financial assistance program to aid Westerville residents with access to parks and recreational programming, utility bill assistance and access to grants for sidewalk maintenance and repair.

Terms and Conditions

- The Financial Assistance Program is limited to residents of all ages living within the **Westerville corporate city limits**.
- Financial assistance is available for Westerville Parks and Recreation programming or admission, delinquent utility bills and the sidewalk maintenance program.
- Financial assistance eligibility is determined by total household income in relation to a percentage multiplier of the Federal Poverty Guidelines. The National School Lunch Program standard will be used as the guideline. All participants must be able to demonstrate financial need.
- All applicable taxes (for household programs) must be paid, current and/or in good standing.
- The City of Westerville reserves the right to request additional information for proof of eligibility.
- Financial assistance for Parks and Recreation programming:
 - May not exceed \$100 per individual and \$500 per family annually. (If a financial assistance application is received and approved for an activity that starts in the next calendar year, the assistance will be counted in the year the program occurs).
 - Financial Assistance Program participants are expected to participate to the fullest extent of ability. Failure to attend programs or utilize memberships or daily admissions may compromise future eligibility for the program.
- Funds for the Financial Assistance Program are limited. See below for category guidelines.

PARKS & RECREATION	UTILITY BILL	SIDEWALK MAINTENANCE
<p>Financial assistance includes reduced or waived fees for registration fees, daily passes and recreation facility passes.</p> <p>AMOUNT \$100 per person/year; \$500 per family/year. Credit only.</p> <p>ELIGIBILITY Programs, membership passes.</p> <p>Must meet Federal Free and Reduced Lunch Program Eligibility criteria* to apply.</p> <p>FUNDING SOURCE Westerville Parks Foundation</p> <p>APPLICATION All year www.westerville.org/parks</p>	<p>AMOUNT \$500 per calendar year. Credit only. Use for one month or to cover several months.</p> <p>ELIGIBILITY Past-due bills only. Only residents. Tenant or owner-occupied. Not intended for water leaks.</p> <p>Must meet Federal Free and Reduced Lunch Program Eligibility criteria* to apply.</p> <p>FUNDING SOURCE Opt-in \$1 donation per month on consumer utility bill. (Funded by residents of Westerville.)</p> <p>APPLICATION All year www.westerville.org/utilitybilling</p>	<p>AMOUNT 50% up to \$1,500 credit only OR five-year, 0% interest property assessment.</p> <p>ELIGIBILITY Single-family, owner-occupied for 12 months. All taxes current.</p> <p>Must meet Federal Free and Reduced Lunch Program Eligibility criteria* to apply.</p> <p>FUNDING SOURCE General Fund</p> <p>APPLICATION Must be received by April 1 of each year. Find application at www.westerville.org/forms</p>



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(PAGE 2)

How to Apply for Financial Assistance

1. Complete the application form.
2. Attach a letter explaining your circumstances.
3. Attach proof of residency. The following documentation will be accepted:
 - a. Copy of your driver's license or
 - b. Current utility bill showing your name and address
4. Attach a copy of your income eligibility. The following documentation will be accepted:
 - a. Approved free or reduced school lunch eligibility form,
 - b. Copy of your Federal Tax Return,
 - c. Copy of the Westerville City Income Tax Return stamped by the Westerville Income Tax Dept., or
 - d. Social Security Disability Insurance-Note Award.
5. Complete and include the applicable activity or pass registration forms.

***Financial assistance applications will be considered once ALL required documentation is received.
Financial assistance applications must be received two weeks prior to registration of any program.
A new financial assistance application, with steps 1-5 completed, will need to be submitted annually.***

Applicants will be notified upon approval.

For more information or for any questions regarding the program, please contact Utility Billing Supervisor at (614) 901-6436 or via email at askutilitybilling@westerville.org.



FINANCIAL ASSISTANCE APPLICATION

Applicant's Name: _____ Phone: _____ Date: _____

Applicant's Address: _____

Applicant Email: _____

Number of Household Members: Under 18 years: _____ 18 years and older: _____

Requesting financial assistance for: (check all that apply)

- Parks and Recreation
 - Membership
 - Program
 - Daily Admissions
- Utility Billing
- Sidewalk Maintenance
 - Initial to confirm applicant is property owner of the above address
 - Initial to confirm applicant resides at the above address

Have you received financial assistance in the past? Yes No If so, when? _____

I/We understand that the information given will be kept confidential. The information provided is true and complete to the best of my knowledge. I consent to the disclosure of such information for purposes of income and verification related to my/our application for financial assistance. I understand that any willful misstatement of material fact will be grounds for disqualification. I/We agree to pay any outstanding balance I/we have on my/our household account after all financial assistance money has been applied.

Applicant/Guardian Signature

Date

For Internal Use Only

<u>Name</u>	<u>Financial Assistance Approved YTD</u>	<u>Current Request</u>	<u>Amount to Consider</u>
Total to consider on this application:			_____

Approved: _____ Denied: _____ Date: _____

Reason Denied: _____

Excel Approved Worksheet Updated: _____ Pending Approval (in red): _____ After Approval: _____

Applicant Notified: _____ Invoice issued: _____ Payment Received: _____