

City of North Miami Program Fee Reduction Policy

It is the City of North Miami's desire to make all youth athletic and aquatic programs available to the residents of North Miami. In order to accommodate the City's youth, the Parks and Recreation Department has developed a program fee reduction policy. The policy was developed to assist those that are currently unable to afford the approved fees for these programs. This policy currently applies to our youth athletic and aquatic programs. The policy does not apply to camps or specialty programs (dance, little league baseball, optimist football, tennis, etc.).

Only City of North Miami residents will be eligible for fee reductions.

Fee reduction applicants must attend the park nearest to their home.

Any parent/guardian who requests the program fee reduction application will be provided one without question. The application must be completed by the parent/guardian and submitted to the Parks and Recreation Department's Administrative Office (12300 NE 8 Avenue) a minimum of one week prior to the start of the program.

The application must have a photocopy of support documents which indicate household income, number of people in household, proof of dependency/custody of child and proof of residency.

- Prior year income tax return with the attached W-2 forms.

Your income tax return and appropriate W-2 forms will satisfy the documentation requirements. Without this documentation, a combination of two or more of the following will be required to satisfy the documentation requirements:

- Proof of unemployment benefits, Social Security Income, or other income
- Proof of Medicaid or Food Stamps qualification
- Proof of Guardianship, Birth Certificates

The guidelines for the fee reduction will be based off the most current income limits provided by the Florida Housing Finance Corporation for the State Housing Initiatives Program. In order for an applicant to qualify for a fee reduction, the household income must be at or below 80% of the Miami-Dade County median income based on the number of persons in the household.

If a household is deemed eligible for a fee reduction, they will be entitled to an 80% reduction on the appropriate athletic or aquatic program. A participant is eligible for up to one athletic program fee reduction and one aquatic program fee reduction per calendar year. The fee reduction does not apply to uniform fees or any other special fees.

City of North Miami Program Fee Reduction Application

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A limited number of scholarships are available for each program and will be awarded on a first-come first-served basis. All scholarships are contingent upon eligibility and available funding. The completed and signed application with the required attachments must be submitted to the Parks and Recreation Department's Administrative Office (12300 NE 8 Avenue) a minimum of one week prior the start of the program. A final decision regarding this application will be provided within five (5) business days from the date the completed application is submitted.

If the program has begun, then the parent/guardian is responsible for the full fee. If the fee reduction is approved after the parent/guardian paid the full fee, a credit for the difference will be applied to your account for a future activity/program.

Fee reductions are based on gross annual household income and the number of people living in the household. Incomplete applications will not be processed or considered.

PLEASE PRINT ALL INFORMATION

Head of Household _____ SS# ____ / ____ / ____
 Street Address _____ City _____ Zip _____
 Email Address (required for notification) _____
 Telephone #: home _____ work _____ other _____
 Marital Status (circle one): single married divorced separated
 Spouse Name _____ SS# ____ / ____ / ____
 Total family size: # of Adults _____ # of Children _____

Participants Needing Assistance:

Last Name	First Name	Age	Program
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please complete both sides of this application, incomplete applications will not be accepted

Income and Employment Information

Head of Household's Employer: _____

Address: _____

Phone Number: _____ Gross Annual Income: _____

Spouse's Employer: _____

Address: _____

Phone Number: _____ Gross Annual Income: _____

Other Income - Employer: _____

Address: _____

Phone Number: _____ Gross Annual Income: _____

Total Gross Annual Household Income: _____

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Your income tax return and appropriate W-2 forms will satisfy the documentation requirements. Without this documentation, a combination of two or more of the following will be required to satisfy the documentation requirements:

- Proof of unemployment benefits, Social Security Income, or Supplemental Security Income
- Proof of Medicaid or Food Stamps qualification
- Proof of Guardianship, Birth Certificates

I hereby attest that all information provided on this form to the best of my knowledge, is true, complete and accurately reflects the income of all persons living in my household. I further hereby give approval to the City of North Miami to contact the employers listed for verification purposes. The City reserves the right to require additional documentation if deemed appropriate.

Parent/Guardian (signature): _____ Date: _____

FOR OFFICE USE ONLY

Received by: _____ Date: _____

Reviewed by: _____ Date: _____

Recreation Superintendent: _____ Date: _____

___ Approved - fee to be charged: _____ Uniform fee: _____

___ Disapproved - reason: _____

Parent/Guardian notified by: _____ Date: _____