

**Phone:** 626.308.2875

**Fax:** 626.458.2830

**Office:** 250 South Mission Drive, San Gabriel, California

**Web:** [SangabrielCity.com](http://SangabrielCity.com)

## LEARN TO SWIM SCHOLARSHIP PROGRAM

### **What is the Learn to Swim Scholarship Program?**

The scholarship program gives eligible youth from low and moderate-income families an opportunity to participate in San Gabriel's Learn to Swim Aquatics program. This program is funded through the San Gabriel Kiwanis Club. Through this partnership, scholarships will be available for aquatics classes for any family experiencing financial hardships. This program is limited to the funding available.

### **Who may apply?**

Families who live within the San Gabriel city limits or whose children attend San Gabriel schools are eligible to apply for a scholarship for any of their children ages 14 and under. Proof of annual income must be submitted to determine if the family's income meets LACDA guidelines for low and moderate income.

### **What does the scholarship cover?**

Each eligible family (household) may receive a scholarship for no more than one swim cycle per child depending on household income and the number of people in the family (household), or as determined by City staff.

### **How do I apply for the Aquatics scholarship?**

Complete the attached application. Please fill out a separate application for a foster child or for each child who is a ward of the court. They are considered a household of one.

Read the attached "Verification of Financial Eligibility" to determine the proof of income that you will need to submit with your application.

**Attach photocopies of all financial documents required.** If you submit an incomplete application (missing documents verifying your financial status), this will delay the application process. All information will be kept confidential.

***Submit applications with photocopies of financial documents at least two-weeks before the registration deadline or two-weeks before the first meeting date of a class.***

**Submit completed application along with photocopies of financial documents to:**

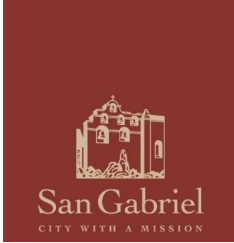
**Email:** [mmoralesstevens@sgch.org](mailto:mmoralesstevens@sgch.org)

**Mail:** City of San Gabriel

Attn: Matthew Morales-Stevens

250 S. Mission Drive

San Gabriel, CA 91776



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## VERIFICATION OF FINANCIAL ELIGIBILITY FOR LEARN TO SWIM SCHOLARSHIP PROGRAM

Scholarship applications must be submitted with proof of income for all household members. Applications received without proof of income *cannot* be processed. Please submit photocopies of all applicable documents, as indicated below, to verify total household income. **Do not submit original documents.** To ensure confidentiality, please submit your documents in a sealed envelope marked "Aquatics Sponsorship Application."

Annual income is the anticipated total income that will be received by all household members (all related or unrelated individuals who are sharing living expenses: rent, food, clothes, utility bills, medical expenses, etc.) for the 12-month period following the date of your application. Proof of income includes, but is not limited to, photocopies of any of the following documents that apply to your household:

**Last two consecutive paycheck stubs for all employment**—indicating gross pay, which is the full amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses; time period covered; and year-to-date gross income. If this information is not included on the paycheck stub, please call the scholarship staff at (626) 308-2875 to discuss alternatives.

**If you are self-employed**, you may submit photocopies of your most recent federal income tax return, indicating net income from operation of a business or profession—include photocopies of all schedules and W-2 forms submitted with the return.

**AFDC or other assistance programs**—most recent "Notice of Action" from the County indicating cash grant

**HUD**—yearly notice listing the amount of Section 8 assistance

**Social Security or Supplemental Security Income (SSI)**—"Statement of Benefits" for the current year, "Direct Deposit" notice, or current bank statement indicating direct deposit of benefits

**Retirement Income (annuities, pensions) form**—1099 or last two consecutive paycheck stubs, indicating gross pay, time period covered and year-to-date gross income

**Unemployment insurance benefits, worker's compensation, or disability income**—"Statement of Benefits" or most recent check stub indicating the amount

**Alimony/Child Support**—court documents indicating the amount

**Family Support** (*regular contributions received from persons not residing within the household*)—letter from person(s) providing support, stating amount given

**Educational grants** (*if grant covers living expenses*)—documents indicating amount allotted for living expenses; any part of the grant that is for school expenses, tuition, books, etc., is **not** considered income

**Interest/dividends or income from estates/trusts/investments** (*taxable and nontaxable*)—1099 forms

**NOTE:** Other forms of proof of income may be accepted in special circumstances. Please verify with scholarship staff before submitting with application.

