

Arts Association in Newton County Financial Assistance Policies & Procedures

It is the policy of the Arts Association to provide services for any person or family who desires to participate in Arts Association programs, regardless of the ability to pay the standard program fee. Those not able to pay the full fee may be awarded assistance based on their demonstrated ability to pay and the Arts Association's ability to provide funding. Because the demand for financial assistance is great, the Arts Association must follow the eligibility criteria. The Arts Association reserves the right to adjust scholarships as needed during any given calendar year. Notice will be provided when adjustments will be made.

To qualify for scholarships you must reside in Newton County or have been involved in one of our programs and demonstrate financial need. The Arts Association believes a strong sense of ownership and pride is developed if the participant has contributed to the cost of their program involvement; therefore, applicants will be asked to pay a portion of the fees and "work" off their scholarship through volunteering. At time of application/registration, a \$25 registration fee must be submitted (per student, per program/camp).

Extenuating circumstances may be taken into consideration, but must be documented in the application. All scholarship recipients will be required to complete the paperwork annually when registering for programs.

Scholarships will be awarded based on family income and members in household in compliance with the other local non-profits' scholarship guidelines. Scholarship applications will be processed in order they are received. Please allow two weeks for processing. Please see the attached matrix for level of support.

Submit the following:

- Request for Financial Assistance form (one per family)
New scholarship applications must be submitted annually
- A \$25 registration fee must be submitted per student per program/camp at time of scholarship application and/or program/camp registration.
- Applicants are required to provide proof of income. (Two current consecutive payroll check stubs from each member of the household making an income or a letter from each employer verifying salary and/or the latest income tax return. If any member of the household is unemployed for any reason, including disability, documentation proving unemployment must be provided). All sources of household income should be reported (this includes alimony, court ordered and non-court ordered child support, disability, worker's compensation and any other government assistance).
- All necessary registrations for the programs in which financial assistance is being requested

Selection Process:

Financial assistance eligibility will be determined by Arts Association staff, based on thorough review of the application and all supporting documentation. No financial assistance application will be reviewed until all of the required documentation has been received. The Arts Association reserves the right to deny or end assistance to any applicant at any time. Notice will be provided immediately by the Arts Association to the participant.

At the Arts Association's discretion, if an account holder's status becomes past due after 1 month, your child will be removed from the program for non-payment and will result in termination of financial assistance. Upon payment of your account in full, the Arts Association will reconsider the reinstatement of financial assistance and allowing your child to participate in the programs.

By signing below, I acknowledge I have read and understand the financial assistance policies and procedures defined above. I also agree that failure to comply with these policies and procedures may result in immediate termination of Arts Association services and all financial assistance.

Scholarship Guidelines

Household Income	Total Number in Household							
		1	2	3	4	5	6	7+
0 - \$20,000		45%	45%	50%	50%	55%	55%	60%
\$20,001 - \$30,000		35%	35%	40%	40%	45%	45%	50%
\$30,001 - \$35,000		25%	25%	30%	30%	35%	35%	40%
\$35,001 - \$40,000		15%	15%	20%	20%	25%	25%	30%
\$40,001 - \$45,000		10%	10%	15%	15%	20%	20%	25%
\$45,001 - \$50,000		0%	0%	10%	10%	15%	15%	20%
\$50,001 - \$55,000		0%	0%	5%	5%	10%	10%	15%
\$55,001 - \$60,000		0%	0%	0%	5%	5%	5%	10%
\$60,001 - \$65,000		0%	0%	0%	0%	5%	5%	5%

Note:

Percentages indicated amount of scholarship given. Scholarship application and income verification are required at all levels. Applicant's special circumstances may dictate exceptions.

**updated July 2014 based on other local non-profits' scholarship guidelines*

Describe any unusual expenses you must meet:

Additional reasons/circumstances for applying for financial assistance:

I can afford to pay \$_____ per month towards the cost of the _____ program in addition to the \$25 deposit for each participant and each program. I certify that the information I have included is true and complete to the best of my knowledge. I have received a copy of the Financial Assistance Policies and Procedures for the Arts Association. I understand that false or incomplete information could jeopardize my financial assistance.

Signed: _____

Date: _____