DOWNERS GROVE PARK DISTRICT

FINANCIAL ASSISTANCE

Program Application & Information | 2027 Fiscal Year

START HERE

Before completing your application, review the eligibility requirements and document checklist below.

Missing documentation may delay the review of your application.

Before You Apply

WHO CAN APPLY?

Downers Grove Park District residents who are experiencing financial hardship and reside within Park District boundaries are encouraged to apply.

Financial need must be demonstrated. Factors considered may include household size, family income, the USDA Reduced Price Meals Income Guidelines, extenuating financial circumstances such as excessive medical expenses, or current participation in public aid.

EMAILING YOUR DOCUMENTS?

Attach your documents to the email - do not paste or insert images into the email body.

PDF format is preferred. JPG and other image files are also accepted. Screenshots of financial documentation are not accepted.

Required Documentation

Use the checklist below before submitting your application.

IDENTITY & RESIDENCY ALL THREE REQUIRED

☐ Photo ID – Current Driver's License or State ID

☐ Housing Documentation - Current lease containing dates, OR current mortgage statement.

☐ Two Proofs of Residency - Two current utility bills showing your name and address. Bills must be from two different providers (examples: gas, electric, insurance, HOA) and dated within the last two months.

INCOME VERIFICATION CHOOSE ONE

☐ Federal Tax Return - Form 1040 and proof of filing, such as IRS e-file acceptance confirmation, IRS transcript, or stamped copy.

☐ State Eligibility Letter - Complete eligibility letter from the State of Illinois, dated within the last 6 months, verifying state benefits (SNAP, Health Care). All pages must be included.

Tax return timing: Applications submitted through April 15, 2027 may include a 2025 or 2026 Federal Tax Return. Applications submitted beginning April 16, 2027 must include the 2026 Federal Tax Return.

ADDITIONAL DOCUMENTATION OPTIONAL

You may include documentation that helps explain your household financial circumstances, such as Free or Reduced Price School Meals participation, unemployment benefits, or documentation of a recent income reduction. Optional documents do not replace required documentation.

PROGRAM OVERVIEW

How Awards Are Determined

Financial Assistance eligibility and funding amounts are determined through a review of the documentation provided, household financial need, and the USDA Reduced Price Meals Income Guidelines.

Applicants are encouraged to submit all required documentation so we can accurately evaluate their financial circumstances. Incomplete or insufficient documentation may result in a reduced award or denial of the application.

INCOME GUIDELINES & AWARD AMOUNTS

Households whose income exceeds the USDA Reduced Price Meals Income Guidelines may still apply; however, approval is not guaranteed and households may not be eligible for the full Financial Assistance award.

Individual circumstances and demonstrated financial need will be considered when determining eligibility and funding.

Funding Amount

APPROVED BEFORE JULY 1	APPROVED ON OR AFTER JULY 1
Up to $750	**Up to $325**
per eligible household member	per eligible household member

Financial Assistance funds are limited and awarded throughout the fiscal year. Applications approved later in the year are eligible for a reduced maximum award.

USDA Reduced Price Meals Income Guidelines

Effective July 1, 2026 - June 30, 2027

These guidelines are used as part of the Financial Assistance application review and are not the sole factor used to determine eligibility or funding.

The income guidelines in effect at the time the application is reviewed will be used as part of the eligibility review. Updated USDA guidelines are typically released annually and will be incorporated when available.

HOUSEHOLD SIZE	ANNUAL	MONTHLY	WEEKLY
1	$29,526	$2,461	$568
2	$40,034	$3,337	$770
3	$50,542	$4,212	$972
4	$61,050	$5,088	$1,175
5	$71,558	$5,964	$1,377
6	$82,066	$6,839	$1,579
7	$92,574	$7,715	$1,781
8	$103,082	$8,591	$1,983
Each additional member	**+$10,508**	**+$876**	**+$203**

USING YOUR FINANCIAL ASSISTANCE AWARD

Attendance & Important Program Guidelines

Attendance Policy

Financial Assistance funds are limited and are a valuable resource. To help ensure funds are used effectively and remain available to families in need, participants are expected to attend the programs for which Financial Assistance funds have been used.

PROGRAMS WITH 4 OR MORE SESSIONS	PROGRAMS WITH FEWER THAN 4 SESSIONS
Participants must attend at least 80% of scheduled sessions.	**100% attendance is expected** *Exceptions may be made for a documented medical reason or extenuating circumstance.*

HOW TO REPORT AN ABSENCE

Email financialassistance@dgparks.org before the class or activity takes place.

If you or your child will miss a scheduled program due to illness, a medical reason, or another valid extenuating circumstance, please let us know. For medical-related absences, the Park District may request a doctor's note or other documentation.

IF AN ABSENCE IS NOT REPORTED IN ADVANCE

- If Financial Assistance funds remain available, an amount equal to the Financial Assistance used for the missed activity may be deducted from the family's remaining award.
- If sufficient Financial Assistance funds are not available, enrollment in another activity may be subject to cancellation.
- Repeated failure to meet attendance requirements may result in forfeiture of the remaining Financial Assistance award and may affect eligibility for future assistance.

Important Program Guidelines

- Applications for the 2027 Fiscal Year will be accepted October 15, 2026 through September 30, 2027.
- Financial Assistance funds are limited and are awarded for the Park District's fiscal year, January 1 through December 31.
- Financial Assistance funds may be used only for programs that begin during the approved fiscal year. If a program spans more than one fiscal year, such as Preschool, assistance is based on the year in which the program begins. Additional Financial Assistance funds from the following fiscal year cannot be applied to the continuation of that same program.
- Once eligibility and residency have been verified and the application has been approved, the approval remains valid through the end of that fiscal year. The Park District may request updated residency, household, financial, or other supporting documentation when necessary.
- The Downers Grove Park District may approve full or partial funding or deny an application based on the information provided and demonstrated financial need.
- Financial Assistance must be applied for each fiscal year. Approval in one year does not guarantee approval in a future year.

PROGRAM COVERAGE

What Financial Assistance Can Cover

Financial Assistance funds may be used toward most Downers Grove Park District programs and services, including eligible Fitness memberships. Some programs, services, and fees are excluded, as listed below.

NOT ELIGIBLE FOR FINANCIAL ASSISTANCE

The following programs, services, and fees cannot be paid using Financial Assistance funds.

GOLF & RECREATION

- Golf rounds
- Golf leagues
- Driving range services and golf balls
- Mini Golf rounds
- Trips
- All adult leagues
- Select Special Events*

FITNESS & INSTRUCTION

- Personal training sessions
- Private or semi-private lessons

OTHER SERVICES & FEES

- Facility and pavilion reservations
- Concessions
- Seasonal pool passes through the pool pass exchance.
- Enrollment fees for programs and memberships, including Preschool, Dance Team and Fitness Memberships.
- Fees paid directly to outside instructors, contractors, vendors or organizations, including uniforms, testing fees, and similar charges.

** Some smaller Recreation Special Events may qualify. Please contact us to inquire.*

Fitness Membership Usage

Financial Assistance may be used toward eligible Fitness memberships. Members are expected to regularly use memberships purchased with Financial Assistance funds. Membership usage may be reviewed and considered when evaluating future Financial Assistance applications.

If circumstances prevent you from using your membership, please contact us at financialassistance@dgparks.org.

FINANCIAL ASSISTANCE APPLICATION

Household Information

Household Information

Full Home Address _____

ZIP Code _____

City _____

Total People Living in Household _____

Primary Applicant

First Name _____

Last Name _____

Date of Birth _____

Phone _____

Email _____

Secondary Adult in Household ☐ Not Applicable

First Name _____

Last Name _____

Date of Birth _____

Phone _____

Email _____

Relationship to Primary Applicant _____

Is this person listed on the Federal Tax Return or State Eligibility Letter submitted with this application? ☐ Yes ☐ No

Does this person contribute financially to the household? ☐ Yes ☐ No

APPLICATION - Continued

Household Information

Other Household Members

List other people living in the household. This section is typically used for dependent children under age 18.

FULL NAME	DATE OF BIRTH	RELATIONSHIP	LISTED ON TAX RETURN / ELIGIBILITY LETTER?
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No

PLEASE NOTE

Only household members listed on the submitted Federal Tax Return or State Eligibility Letter can be considered under this application. Adults age 18 or older must provide proof of residency unless listed. Unlisted adults must apply separately.

Is There Anything Else We Should Know?

If there is anything else you would like us to understand about your household or financial situation, please share it below. This section is optional.

_____ _____

_____

_____

_____

_____

_____

_____

_____

APPLICATION

Final Step

Applicant Certification & Consent

☐ I certify that all information in this application is true, correct, and complete.

☐ I understand that the Park District may verify information provided and may request additional documentation at any time.

☐ I understand that false or misleading information may result in denial, cancellation, or repayment of Financial Assistance funds.

☐ I acknowledge the Financial Assistance Attendance Policy described in this application and agree to comply.

☐ I authorize the Park District to use the information provided solely to determine Financial Assistance eligibility. Application information and supporting documentation will be kept confidential.

Signatures

Primary Applicant Signature _____ Date _____

Secondary Adult Signature _____ Date _____
(if applicable)

BEFORE YOU SUBMIT

Make sure you have completed all required fields, signed the application, and included the required supporting documentation listed on Page 1.

SUBMIT YOUR APPLICATION

What Happens Next

How to Submit

Submit the completed application and all required supporting documentation using one of the methods below. Staff can assist with making copies of your documents when submitting your application in person.

EMAIL

financialassistance@dgparks.org

Attach documents to the email; do not paste images into the message body.

IN PERSON

Downers Grove Park District

4500 Belmont Road

Downers Grove, IL

Application Drop-Off Hours

Monday-Friday: 9:00 am-8:00 pm

Saturday-Sunday: 9:00 am-4:00 pm

After You Submit

- Applications are reviewed after all required documentation has been received.
- The Park District may contact you if clarification or additional documentation is needed.
- You will be notified after the application review is complete.
- Financial Assistance funds are limited and are awarded in accordance with the Park District fiscal year.

Keep This Packet for Reference

The attendance requirements, program guidelines, eligible uses, and exclusions described in this packet apply throughout the 2027 Financial Assistance fiscal year.

QUESTIONS?

Need help with your application or have questions?

Staff are available Monday-Friday, 9:00 am-4:00 pm

Visit: 4500 Belmont Road

Call: 630.960.7500

Email: financialassistance@dgparks.org