



# CONFIDENTIAL

## Tualatin Hills Park & Recreation District Family Assistance Application

OFFICIAL USE ONLY		
<input type="checkbox"/>	Approved	<input type="checkbox"/> Denied Date _____
Amount per year: _____		
Proof of income doc: _____		
Processed by: _____		
Primary ID # _____		

To qualify for Family Assistance, your address must be within THPRD boundaries. Your household must have a valid THPRD registration card. You must attach proof of income documentation (see below). If you are awarded funds, they will be good for one year after approval, they cannot be carried over to the following year. However, you will have the opportunity to reapply for the next 12 months.

**REQUIRED:** You must attach proof of income such as two months of paycheck stubs for all working members of the family. You may also attach award letters for the following: free school lunch, food stamps, social security/disability, TANF or unemployment. If you have no income at all or other special circumstances, please describe your situation on a separate piece of paper. **If you fail to attach proof of income (or lack of income), your application will not be considered.**

Para información completa del programa y para una forma de aplicación en español, por favor llame al: 503/645-6433 o en línea al: [www.thprd.org](http://www.thprd.org).

Head of household: Name \_\_\_\_\_ THPRD ID# \_\_\_\_\_

Address \_\_\_\_\_ City, St, Zip \_\_\_\_\_

Phone (1st) \_\_\_\_\_ (2nd) \_\_\_\_\_ E-mail \_\_\_\_\_

Total household monthly gross income: \$ \_\_\_\_\_

Are you employed? Yes No Employer: \_\_\_\_\_

Please fill in all the information below for each household member that will be requesting Family Assistance funds for classes or programs this year.

Name	Birth date

I am applying for participation in an Affiliated Youth Sports League. League Name: \_\_\_\_\_

Child's Name \_\_\_\_\_ League fee: \$ \_\_\_\_\_

I certify that all of the information provided on this form is true and correct and that all income is reported. I understand that this information is being given for the receipt of Family Assistance funds and that deliberate misrepresentation of the information may subject me to the loss of funds given as well as prosecution under applicable laws.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Fill out, sign and attach proof of monthly income and either fax, mail or bring the form into the THPRD Administration Office  
15707 SW Walker Rd • Beaverton, OR 97006 • 503/645-6433 • fax 503/296-5888 • [www.thprd.org](http://www.thprd.org)**



# TUALATIN HILLS PARK & RECREATION DISTRICT

## Family Assistance Application Guidelines

### To Qualify for Family Assistance

Your household must be within Tualatin Hills Park & Recreation District boundaries and entered in the district database. You also need to have a valid THPRD registration card. Your household's monthly gross income cannot exceed the income limits shown to the right.

### Approval Process

You may apply for Family Assistance at any time during the year. The THPRD Family Assistance Program administrator determines eligibility on a case-by-case basis. If approved, you may be granted a maximum of \$200 per year in fee waivers for each person in your household. Funds are not transferable between members of the same household.

On your Family Assistance application, list every member of your household who will use the fee waivers. Only those members listed on the application will be able to use them. An incomplete application form will not be considered.

Notification of approved or declined applications will be made by phone or mail. **Please allow up to two weeks for processing.** If you have any questions, please call the Family Assistance administrator at 503/645-6433.

### Mail, fax or hand-deliver your completed form to:

**Family Assistance Administrator**  
**Tualatin Hills Park & Recreation District**  
**15707 SW Walker Road, Beaverton, OR 97006**  
**Fax: 503/296-5888**

### Family Assistance Usage

Family Assistance funds are only for the use of general programs and classes. Funds are not to be used for facility rentals, birthday parties, private lessons or the purchase of items (goggles, swim caps, towels) at the centers.

### THPRD Program Participation

For registration, you will be able to enroll in THPRD programs by calling, going online at [www.thprd.org](http://www.thprd.org), or by submitting your Class Registration Form to the administration office. For Affiliated Youth Sports Leagues, the parent or legal guardian will need to follow that organization's enrollment procedures. THPRD does not enroll individuals in affiliated sports programs.

### Maximum income for eligibility

Family Size	Monthly Household Income
1	\$1,174
2	\$1,579
3	\$1,984
4	\$2,289
5	\$2,794
6	\$2,992
7	\$3,200
8	\$3,605

Example: If three people live in your household, the gross family monthly income must be less than \$1,984 to qualify for Family Assistance.

For each additional member over 8 add \$406.

### Family Assistance Department

15707 SW Walker Rd • Beaverton, OR 97006 • 503/645-6433 • fax 503/296-5888 • [www.thprd.org](http://www.thprd.org)

(Revised 7/15/2010)