



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## BE WELL

### OPEN DOORS FINANCIAL ASSISTANCE PROGRAM

#### WHAT IS THE YMCA'S OPEN DOORS PROGRAM?

At the Y, we believe everyone deserves the chance to experience holistic wellness—spirit, mind and body. The Open Doors Financial Assistance program, supported in part by our Annual Campaign–Strong Kids, provides families, children and adults with the financial assistance they need to obtain quality Child Care, Youth Programs, and Health and Wellness services.

#### WHO IS ELIGIBLE AND HOW IS THE AMOUNT DETERMINED?

Anyone is welcome to apply for our Open Doors Program. The amount of assistance granted is based on the application process and review of the required documentation provided by the applicant. Our Open Doors Program reduces fees, but does not eliminate them. The Y believes a strong sense of ownership and pride is developed when our Open Door recipients contribute to the cost of their YMCA involvement. Please note: In situations of shared child custody, Financial Assistance percentage discounts will be available on the child's account and will be visible to either parent on receipts or online with a YMCA account.

#### HOW DO I APPLY?

- Complete the two-page application and provide all income information and documentation from all individuals in the household. Each application must provide a copy of their most recently filed Federal income tax form, 1040, for all adults in the household (**W-2s are not accepted**).
- Attach copies of 2 current paystubs and/or other applicable documents from section 2 of the application for each adult in the household.
- Applications that are not complete and/or do not have copies of required documentation will be mailed back to the applicant requesting additional information. Please include copies (no originals) of documents, as all documentation you provide is destroyed after your application has been processed.
- Submit all your information together. Submitting information separately will delay your application process.
- Send all information to:  
Lincoln YMCA Administrative Offices  
Attn: Open Doors Program  
570 Fallbrook Blvd, Suite 210, Lincoln, NE 68521  
Or scan and email: [fa@ymcalincoln.org](mailto:fa@ymcalincoln.org)
- The YMCA will not apply financial assistance to past registrations or memberships. After an application has been approved, assistance can be applied to all relevant memberships and programs moving forward through the expiration date. Please note, you will need to reapply for the Open Doors Program Annually.

#### HOW WILL I KNOW IF I QUALIFIED?

Your online YMCA account will be updated after your application has been processed. For information on how to set up or access your account go to <http://www.ymcalincoln.org/RegisterOnline> . To register to log in, you will need to use the same email address that's listed on your application. Please allow up to 15 business days for your application to be processed. Due to the high volume of applicants, we request that you refrain from calling to check the status of your application.

## **IF APPROVED, WILL MY ASSISTANCE AUTOMATICALLY BE APPLIED TO MY ACCOUNT?**

If you're new to the Open Doors Program, or renewing your information and your financial assistance discount either stays the same or increases, your new rates will automatically be applied for future use on your account. If you're a current member and your monthly membership rate will increase, we will NOT automatically renew your membership at the higher rate. An email will be sent to notify you that your membership will end the last day of the month. At that time, if you wish to continue your membership at the higher rate you will need to contact your YMCA front desk.

## **CAN MY ASSISTANCE BE APPLIED TO PAST PROGRAMS AND MEMBERSHIP?**

The YMCA will not apply financial assistance to past registrations or memberships. After an application has been approved, assistance can be applied to all relevant memberships and programs moving forward through the expiration date.

## **IS THERE ASSISTANCE FOR YMCA CAMP KITAKI?**

Due to the tiered pricing structure at YMCA Camp Kitaki, if additional assistance is needed, participants can apply for our Open Doors Program and could qualify for up to an additional 40% off. See Open Doors guidelines for details.

## **WHAT KIND OF DOCUMENTATION DO I NEED TO INCLUDE?**

The YMCA of Lincoln, NE Open Doors Financial Assistance Program requires copies of the appropriate documentation to be submitted along with the Open Doors application. Below is a list of documents that are acceptable income verification.

### **Tax Information**

- Federal 1040 form – 2 pages.
- If someone in the household is self-employed, then a schedule C form is also needed.
- If you do not have a copy of the tax return, you can get one by calling the IRS at 800-829-1040 or visit their website at [www.irs.gov](http://www.irs.gov).

### **Employment – Paystubs**

- Two current/consecutive paystubs from each working adult in the household. Paystubs must show gross pay.
- If paystubs are unavailable, a letter from the employer on letterhead stating the average number of hours per week and hourly wage is acceptable. Bank statements do not show gross pay and is not an acceptable form of documentation.

### **Social Security/Disability/SSI**

- A letter from the Social Security Administration stating the current amount received and/or 1040 Federal tax form showing the income (line 14).

### **Retirement/Pension/IRA or Trust Fund Income**

- Letter from the company or fund stating the amount and frequency that it's received, a monthly statement, or 1040 tax form lines 11 and 12 showing IRA/Pension income.



# Open Doors Application

## YMCA of Lincoln, NE

### PRIMARY ADULT

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Birthdate\*: \_\_\_/\_\_\_/\_\_\_ Gender: M F  
Address: \_\_\_\_\_ City/State/ZIP: \_\_\_\_\_  
Primary Phone: \_\_\_\_\_ Email\*: \_\_\_\_\_ (\*required)

### SECOND ADULT

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Birthdate\*: \_\_\_/\_\_\_/\_\_\_  
Gender: M F Relationship to Applicant: \_\_\_\_\_

### DEPENDENTS AND ALL OTHER PERSONS LIVING IN THE HOUSEHOLD

List all other members of your household below. Only children who are born to you, legally adopted/guardian by you, or claimable on taxes will be considered dependents. Children 19 years and older are considered dependents only if they are full-time students AND were claimed on your federal income taxes.

First Name	Last Name	Relationship	Birth Date	Gender
				M F
				M F
				M F
				M F
				M F
				M F
				M F

#### FOR OFFICE USE ONLY:

Date received _____	Date response _____	MEM _____%
Tax Year _____	Tax Income (line 22) _____	HH SPF _____
Gross Annual Income _____		PROG/ACT _____%
Processed by _____	Response sent by _____	EXP _____

## 1. REQUESTING ASSISTANCE

PLACE A CHECK MARK IN ALL BOXES BELOW INDICATING WHICH AREAS YOU ARE INTERESTED IN RECEIVING ASSISTANCE FOR THIS YEAR

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> Membership  | <input type="checkbox"/> Martial Arts |
| <input type="checkbox"/> Child Care (Preschool, Before/After School Care, Summer Child Care) | <input type="checkbox"/> Swim Team    |
| <input type="checkbox"/> Other Activities (Youth Sports, Swimming, Dance, Gymnastics, etc.)  | <input type="checkbox"/> Camp Kitaki  |

## 2. REQUIRED TAX INFORMATION

PLACE A CHECK MARK IN FRONT OF THE STATEMENT THAT BEST DESCRIBES YOUR HOUSEHOLD'S TAX FILING SITUATION:

- I have included the most recently filed Federal tax return form 1040 for BOTH adults in the household (and Schedule C if applicable).
- Only 1 adult in the household is required to file taxes. I have included the most recently filed Federal tax return form 1040 (and Schedule C if applicable).
- No one in the household files taxes.

## 3. TOTAL HOUSEHOLD WAGE INFORMATION

PLACE A CHECK MARK IN ALL APPLICABLE BOXES BELOW INDICATING ANY INCOME AND BENEFITS YOUR HOUSEHOLD RECEIVES. ALL INCOME MUST BE VERIFIED BY ATTACHED COPIES OF DOCUMENTATION.

- Both adults in the household are currently employed. I have included 2 current paycheck stubs that list gross income from each adult.
- One adult in the household is currently employed. I have included 2 paycheck stubs from the employed individual that lists gross income.
- I, or someone in my household receives Social Security, disability or SSI. I have included a benefits letter or a current bank statement showing the amount received each month.
- I, or someone in my household receives Retirement/Pension/IRA or Trust Fund income. I have included the most recent statement or other documentation showing the amount received each month.
- No one in the household is currently employed.
- I am claimed as a dependent by my parents/guardian on their Federal tax return. I have included a copy of my parents' income tax return and understand that my application will be reviewed based on both annual gross incomes.

## 4. BENEFITS AND OTHER INCOME INFORMATION

PLACE A CHECK MARK IN ALL APPLICABLE BOXES BELOW INDICATING ANY OTHER INCOME AND BENEFITS YOUR HOUSEHOLD RECEIVES. WRITE THE DOLLAR AMOUNT THAT IS RECEIVED MONTHLY IN THE SPACE PROVIDED.

Unemployment	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$ _____ monthly
Child Support/ADC or Alimony	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$ _____ monthly
SNAP Benefits (Food Stamps)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$ _____ monthly
Foster Care/Ward of State Income	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$ _____ monthly
Student Loan Refund	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$ _____ monthly

## 5. NO INCOME SITUATIONS

IF YOU'VE INDICATED THAT THERE IS CURRENTLY NO INCOME OR BENEFITS IN YOUR HOUSEHOLD, PLEASE ATTACH A BRIEF STATEMENT INDICATING HOW YOU ARE CURRENTLY MEETING YOUR BASIC NEEDS.