

# STROUM JEWISH COMMUNITY CENTER

## REQUEST FOR FEE ADJUSTMENT

January 2019

Thank you for your interest in the Stroum Jewish Community Center (SJCC). Our goal is to ensure that as many families as possible are given the opportunity to access the services we provide. Fee adjustments are applicable to one year only and a new application must be made each year.

In order to apply for a fee adjustment, applicants must have no outstanding obligations with the SJCC and have an income **at or below the levels on the annual household income chart (below)**. If you believe you qualify, follow the steps below to submit an application:

### I. DETERMINING ELIGIBILITY

**Step 1:** In order to determine whether you have an income at or below the levels on the annual household income chart (below), please complete the Household Income Worksheet on page 4. You will use your 2018 Federal Tax Return to complete this worksheet, so please make sure you have it available.

**Step 2:** In the 2019 Estimate column, fill in the boxes with your estimates for the entire year.

**Step 3:** Total amounts for each column in boxes A1 and A2.

**Step 4:** Determine the number of people in your household. Use the chart below that determine the eligible income level for a family with the same number of people, and put that number in boxes B1 and B2. For example, if you have 4 persons in your household, you would enter \$85,600 in boxes B1 and B2.

**Step 5:** Divide A1 by B1 and put the result in C1. Divide A2 by B2 and put the result in C2.

- **If C2 is equal or less than 1.0, you are eligible to apply for a fee adjustment.**
- **If C2 is greater than 1.0, you are not eligible to apply for a fee adjustment at this time.** If your situation changes and you become eligible in the future, you may file an application at that time. **However**, if C2 is only slightly greater than 1.0 and you have extenuating circumstances, we encourage you to apply and explain your situation on pages 4 and/or 7.

#### Annual Household Income Chart :

1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
\$59,920	\$68,480	\$77,040	\$85,600	\$92,480	\$99,280	\$106,160	\$112,960

## II. APPLYING FOR AN ADJUSTMENT

Once you have determined that you are eligible to apply for a fee adjustment, please continue to complete the Application. Make sure you sign and date the application on page 3.

Please fill in all requested information completely and accurately. We will be unable to process your application if information and documentation is missing or incomplete. If you include your e-mail address, we will notify you as soon as a decision is made.

Once you have completed the application packet, please send with copies of all requested documents to:

Beth Rosen  
SJCC Account Services Manager  
3801 East Mercer Way  
Mercer Island WA 98040

You will be contacted if your application is incomplete or missing required documentation and your application will be held until all requested information has been received.

The first consideration for fee adjustments will be made by the SJCC for all applications received as of May 1, 2019. You will be notified by the end of the month of your fee adjustment.

Thereafter, all completed applications received by the first working day of the month will be reviewed by the 15th working day of the month and you will be notified by the 30th day of the month of the amount of your fee adjustment. You have 15 days from notification to provide written acceptance of your fee adjustment to SJCC Account Services Manager Beth Rosen. After 15 days, unaccepted fee adjustment offers will be cancelled.

### CHECKLIST

- No outstanding obligations with the Stroum Jewish Community Center
- Household Income Worksheet (income less than or equal to median income)
- 2018 Federal Income Tax Return
- Application for Fee Adjustment
- Household Expense Worksheet
- Pay stubs
- Program application (membership, Early Childhood Education, SJCC Summer Camp, etc.)

**Stroum Jewish Community Center  
Application for Fee Adjustment**

Family Name \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone (     ) \_\_\_\_\_

Cell Phone (     ) \_\_\_\_\_

Email \_\_\_\_\_

Fee Adjustment application for:

- SJCC Membership     Early Childhood School Tuition     Youth/Recreation/Camps     Kidstown

**LISTING OF HOUSEHOLD MEMBERS**

Household size: \_\_\_\_\_ (should match the number used to determine eligibility on page 4)

Name	Age (as of 1.1.2019)	Relation with applicant
		Applicant
		Applicant

**PLEASE BE ASSURED THAT ALL FINANCIAL INFORMATION  
WILL BE KEPT STRICTLY CONFIDENTIAL**

The SJCC prioritizes eligible requests according to the needs of each household and considers extenuating circumstances as well as income and expense.

**CERTIFICATION**

I/we attest that the information provided herein is accurate to the best of my/our knowledge and it based on my/our current financial status. I/we understand that the SJCC reserves the right to re-evaluate any adjustments granted during the period of this agreement and I/we will notify the SJCC of any changes in my/our financial status. I/we have included copies of all requested documents.

Applicant \_\_\_\_\_

Applicant \_\_\_\_\_

Date \_\_\_\_\_

**Stroum Jewish Community Center  
Application for Fee Adjustment  
Household Income Worksheet**

<b>HOUSEHOLD INCOME</b>		2018 Actual	2019 Estimate
Wages, salaries, tips, etc.	1040 (1)		
Interest	1040 (2a)		
Dividends	1040 (3a)		
IRA, pensions, annuities	1040 (4a)		
Social security benefits	1040 (5a)		
State & local tax refunds	1040 Sch. 1 (10)		
Alimony received	1040 Sch. 1 (11)		
Business income	1040 Sch. 1 (12)		
Capital gain or loss	1040 Sch. 1 (13)		
Other gain or loss	1040 Sch. 1 (14)		
Rental real estate, royalties, partnerships, etc.	1040 Sch. 1 (17)		
Unemployment compensation	1040 Sch. 1 (19)		
Other income	1040 Sch. 1 (21)		

**TOTAL HOUSEHOLD INCOME**

Household size

**ELIGIBLE INCOME LEVEL FOR THE SAME HOUSEHOLD SIZE**

(from Annual Household Income Chart on page 1)

**PERCENTAGE OF ELIGIBLE INCOME LEVEL** (divide A1 by B1, A2 by B2)

C2 should be less than or equal to 1.0 to qualify for fee adjustment

A1	A2
<input type="text"/>	<input type="text"/>
B1	B2
<input type="text"/>	<input type="text"/>
C1 = A1/B1	C2 = A2/B2
<input type="text"/>	<input type="text"/>

If you did not file a 2018 Federal Income Tax Return or have any special circumstances in your income situation, please explain below.

**Stroum Jewish Community Center  
Application for Fee Adjustment  
Household Expense Worksheet**

**HOUSEHOLD EXPENSE**

**Last Month**

**Total 2018**

**HOUSING**

- Rent
- Mortgage
- Electricity
- Gas
- Water/Sewer
- Garbage/Recycling
- Telephone
- Cellular service
- Cable/Satellite TV
- House/Rental Insurance


**TRANSPORTATION**

- Car Loan/Lease payment
- Car Insurance
- Fuel/maintenance
- Public transportation


**MEDICAL**

- Medical and Dental insurance premiums
- Co-pay amount
- Recurring prescriptions


For major medical/dental treatment not covered by insurance, please describe nature of treatment and attach documentation for amounts paid.

**Stroum Jewish Community Center  
Application for Fee Adjustment  
Household Expense Worksheet**

HOUSEHOLD EXPENSE	Last Month	Total 2018
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**SCHOOL/DEPENDENT CARE**

Name of child	<input style="width: 95%;" type="text"/>		
School or Provider	<input style="width: 95%;" type="text"/>		
Tuition/Fee		<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Name of child	<input style="width: 95%;" type="text"/>		
School or Provider	<input style="width: 95%;" type="text"/>		
Tuition/Fee		<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Name of child	<input style="width: 95%;" type="text"/>		
School or Provider	<input style="width: 95%;" type="text"/>		
Tuition/Fee		<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Name of child	<input style="width: 95%;" type="text"/>		
School or Provider	<input style="width: 95%;" type="text"/>		
Tuition/Fee		<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

**DEBT PAYMENT (mortgage and car loans already covered in housing and transportation sections)**

Creditor	<input style="width: 95%;" type="text"/>		
Monthly/Annual Payment		<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Creditor	<input style="width: 95%;" type="text"/>		
Monthly/Annual Payment		<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
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Monthly/Annual Payment		<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
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Monthly/Annual Payment		<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

**Stroum Jewish Community Center  
Application for Fee Adjustment  
Household Expense Worksheet**

**HOUSEHOLD EXPENSE**

**Last Month**

**Total 2018**

**OTHER EXPENSES**



**TOTAL HOUSEHOLD EXPENSE**

(add up all lines in the house expense worksheet under "Total 2018" column from page 5 to page 7)

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Please describe any extenuating circumstances affecting your household expenses.

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ASSETS INFORMATION (as of the last date of previous month)

DESCRIPTION	VALUE
Bank and investment – please list the name of the financial institution, type of accounts, name of stock/fund held	
Automobile – please list the year, make and model	
Real Estate – Please list the address	

EMPLOYMENT

**Required Documentation**

Employer		
Name of Employee		Last 2 Pay Stubs
Job Title		
Length of Employment		
Supervisor		
Work Phone		
Employer		
Name of Employee		Last 2 Pay Stubs
Job Title		
Length of Employment		
Supervisor		
Work Phone		
Employer		
Name of Employee		Last 2 Pay Stubs
Job Title		
Length of Employment		
Supervisor		
Work Phone		