



BUFFALO
GROVE
PARK
DISTRICT

Military Fee Assistance Program Supported by the Rusty Reiner Memorial Fund Information & Application Form

Qualifications for Program: Proof of military active duty must be demonstrated to qualify. Eligible applicants of the must be an immediate family member (child, spouse/partner).

Application Procedure: Applicants requesting assistance must complete The attached application form, fill out a program registration form, and submit both along with proof of active military duty to the Park District.

Fee Assistance is granted prior to the registration of a Park District Program. Applicants should complete and submit the application form at least 10 days before the registration start date. The Superintendent of Recreation will review the application and make a determination. Requests for retroactive fee assistance will not be honored. Please allow 7-10 business days for the review process.

Application & Approval Guidelines:

1. Military Fee Assistance is available to residents of the Buffalo Grove Park District.
2. All information is confidential and not a public record matter.
3. All information on the application must be true and accurate. Fee Assistance is legally recoverable if paid and awarded on the basis of false information supplied by the applicant.
4. All fee assistance payments will be awarded based on need and availability. The Buffalo Grove Park District reserves the right to approve full or partial funding or to deny application requests.
5. Fee assistance recipients are required to pay field trip admission/ticket costs for Preschool, Dance or any Park District program that requires a separate fee for trips.
6. Failure to pay remaining fees as scheduled could result in the immediate withdrawal from the desired program.
7. Program openings will not be held while fee assistance is being determined or processed.
8. Application forms and tax returns must be submitted each year. Granting fee assistance does not guarantee continued approval for the following year.
9. Active Duty Military Fee Assistance will be limited to the following:
 - I. Contractual Programs: Participants pay the direct costs charged to the Park District by the company running the program.
 - II. School-year Programs: (Preschool, Clubhouse, Dance): Maximum assistance of \$300 of the total cost of each program, prorated if billed monthly per dependent.
 - III. Seasonal Programs: Maximum assistance of \$100 per registration/brochure season per dependent.
 - IV. Summer Camp or Camp Connection: A maximum of \$100 per session per dependent will be provided. Assistance will be granted for either camp or camp connection, but not both.

Note: Veterans with disabilities may be interested in our Healthy Minds/Healthy Bodies program offered through the Buffalo Grove Fitness Center. Call 847.353.7500 for details.



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Name of Participant: _____

Address: _____ City: _____ Zip Code: _____

Name of Active Duty Military Personnel: _____

Branch of Military Serving: _____

Supervising Officer Name: _____

Supervising Officer Phone: _____

Relationship to Participant: _____

Indicate preferred contact method below:

Home Phone: _____

Cell Phone: _____

Email: _____

I hereby certify that the above information is true and correct and understand that its accuracy will be verified.

Signature of Applicant

Date

****For Office Use Only****
Do not write in box below.

Date Application Received: _____

Approved for Active Duty Military Assistance Program: Yes _____ No _____

If request denied, please indicate reason: _____

Program Fee: \$ _____

Recipient Fee: \$ _____

Notification Method: _____ Date: _____

To Whom: _____

Superintendent of Recreation

Date