



## **ROCHESTER AREA YOUTH ASSISTANCE FINANCIAL ASSISTANCE APPLICATION INSTRUCTIONS**

Attached is an application for a scholarship from Rochester Area Youth Assistance (RAYA). These scholarships are designed to support school-age children in activities that enhance their growth and development. (RAYA does not provide financial assistance for driver's training.) **There is a limit of one request per child per RAYA budget year (July 1 - June 30).**

All applications are reviewed by a volunteer committee. All personal information is kept confidential. The decision to grant assistance depends upon available funds, income guidelines, and community circumstances, as presented to RAYA. Your application, along with any others received, will be reviewed and a decision made on the third Friday of each month. (There is no review in July.) Applications must be received by RAYA at least 30 days prior to the start date of the activity to ensure time for consideration and payment.

All applications must include the following documentation and information:

- A **completed** RAYA Financial Assistance Application
- Your most recent income tax form (IRS 1040, 1040A, EZ form, etc.)
- Court order for child support, if applicable
- Social Security Benefit Statement (SSA 1099), if applicable
- Michigan Department of Human Services Client Annual Statement (DHS 1241), if applicable
- Any other applicable statements of income or support (free/reduced lunch, Bridge Card, Medicaid, etc.)
- Unemployment 1099G

(If there are any special circumstances impacting your family, you may want to include a letter of explanation.)

- The complete name, address and phone number for the activity you are requesting the assistance for
- Total cost of the activity and the amount you are able to contribute
- Course number or registration contact person, if applicable

**Failure to include the above-mentioned information may result in the application being refused for consideration.**

### **Financial Applications are available at:**

- The RAYA web site - [www.raya-mi.org](http://www.raya-mi.org)
- The RAYA office- 3200 W. Tienken, Rochester Hills 48306