SOMERSET COUNTY AND PLAINFIELD YMCA

REQUIRED SUPPORTING DOCUMENTATION CHECKLIST

(WE DO NOT ACCEPT ORIGINALS PLEASE MAKE COPIES OF ALL DOCUMENTS REQUESTED)

☐ Financial Assistance application

☐ A written statement explaining why you are applying for financial assistance at the Somerset County and Plainfield YMCA plus any pertinent information regarding your application.

☐ 2 Personal references with their name, address and phone number. Personal references cannot be relatives.

☐ Copy of Federal Tax Returns (1040/1041) for the past 2 years, including W-2 forms. If renewing, only the most recent tax return and W-2 is required. Complete returns must be provided.

☐ Copy of 2 most recent months’ pay stubs or letter from employer stating hours worked and pay received. Letter from employer must include the employer’s name, address and phone number.

☐ Copy of 2 recent months of ALL financial account statements (checking, savings, money market, brokerage, trust, pensions). Complete statements must be provided.

☐ If applying as a single parent please provide documentation to verify eligibility.

☐ Copy of any court ordered child support and/ or alimony if applicable. Please provide the most recent End of Year Statement from the State Child Support Enforcement agency.

☐ Copy of Unemployment Insurance Benefits, Social Security, SSI, DDI, TANF, etc. if applicable.

☐ Copy of Special Needs Trust documentation, including any financial statements, if applicable.

Please be sure to include all of the above documentation; incomplete applications will not be submitted to our Financial Committee for review.

Note that the application process may take between 3 and 4 weeks from the time that all the required documentation has been accepted.

Thank you for your interest in Somerset County and Plainfield YMCA.