



YMCA OF GREATER DES MOINES

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

FINANCIAL ASSISTANCE – INCOME VERIFICATION GUIDELINES

Income must be provided for each adult on the membership; children may be counted as dependents until age 23 (you may be asked to provide dependency verification). Please bring all applicable documentation to your financial assistance appointment.

INCOME VERIFICATION SOURCES –

Provide a copy of your most recent 1040 federal tax return document OR food stamp award letter that indicates gross earned income.

*Applicants who do not have their federal tax return may go to the IRS office on the 1st floor of the Federal Building and receive a free statement that verifies they have filed their return as required by law or visit www.irs.gov for a PDF of official filing.

OR

Provide verification on all applicable sources of income and provide documentation for any other assistance you receive:

1. 2 Pay Stubs for each working adult that are current and consecutive
2. Pensions or Retirement
3. Bank statements that show income source (minimum of 3 months)
4. Social Security Income (SSI) or Social Security Disability Income (SSDI)– www.ssa.gov and you can create an account and print your letter and see last year's record income
5. Self-Employed: 1040 income on Schedule C or quarterly income statements.
6. Letter of Termination from employer
7. Unemployment Statement (Iowa Workforce Development)
8. Cash-Benefit Government Assistance (e.g. FIP/TANF)
9. Child Support Income & Alimony payments/deductions
10. Letter of Financial Statement from an organization that has knowledge of the applicant's financial support status, household size and situation. Must be on official letterhead. Example: low-income housing property manager.
11. Student loan living expense portion

If income verification is not current, there is zero income or negative income, or if income cannot be documented from an approved source, a financial assistance award cannot be processed.

SPECIAL CIRCUMSTANCES DOCUMENTATION

You may bring in documentation related to your expense situation in addition to your income verification if you believe your expenses are extraordinary: ex> high medical expense, dependent care, elderly care, funeral expenses, legal expenses, etc.

Last updated: July 2020