

# City of Palo Alto Fee Reduction Program

## for Income Eligible and Disabled Residents

City of Palo Alto residents may be eligible for the Fee Reduction Program, which offers a 25% or 50% discount on program fees based on household income. PAUSD students, City of Palo Alto employees, and children of City of Palo Alto employees may also receive these discounts. A \$300 subsidy cap will be applied per eligible youth, persons with disabilities, and seniors over 60 years of age, while eligible adults will enjoy a subsidy cap of \$150. Discounts are available for most Art Center, Children’s Theatre, Junior Museum & Zoo, Recreation, and Open Space classes and camps, and Boost! or Teen Center memberships. Palo Alto residents and non-residents\*, that are income eligible may apply for a free Foothills Nature Preserve Annual Pass.

**Eligibility:**

- Residents of Palo Alto who meet the total household income guidelines and are able to provide the documentation required to verify low income and/or disability. If you do not have a tax return, you may provide two additional documents to verify total household income (listed on the application).
- PAUSD students, City of Palo Alto Employees, or children of City of Palo Alto employees. The household must also meet low income guidelines and/or disability qualifications and provide documentation.
- \*NON-RESIDENTS APPLYING FOR FOOTHILLS NATURE PRESERVE ANNUAL PASS, only income verification is required. No subsidy cap will be provided for income eligible non-residents.

**Table of Eligibility Based on Maximum Annual Household Income**  
**(Based on Santa Clara County HUD Income Guidelines, 2022)**

| Size of Household | 50% Discount | 25% Discount |
|-------------------|--------------|--------------|
| 1                 | \$59,000     | \$92,250     |
| 2                 | \$67,400     | \$105,400    |
| 3                 | \$72,850     | \$118,600    |
| 4                 | \$84,250     | \$131,750    |
| 5                 | \$91,000     | \$142,300    |
| 6                 | \$97,750     | \$152,850    |
| 7                 | \$104,500    | \$163,400    |
| 8                 | \$111,250    | \$173,950    |

**Application Process:**

Complete application and submit required eligibility verification documentation. Applications and supporting documents can be e-mailed in, mailed in, or dropped off at the Lucie Stern Community Center. Discount is valid for one year. Participants must re-apply annually. Application forms will only be accepted after current discount has expired. **Reductions will only be applied to future registrations.**

# Fee Reduction Program Application

Please list all family members in your household as well as D.O.B. for anyone under 18 years old or over 60 years old.

Parent/Legal Guardian Full Name:

Parent/Legal Guardian Full Name:

Name and Date of Birth of All Dependents: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Address:

City:

Zip Code:

Phone:

**Residency Verification** - Please provide one of the following:

- CA Driver's License       Palo Alto Utility Bill       Lease       Telephone Bill
- City of Palo Alto Employee

## PAUSD Enrollment Verification

Non-Palo Alto Residents enrolled in a PAUSD school, please provide one of the following:

- Report Card       PAUSD Enrollment Verification Letter
- PAUSD Free/Reduce Price Lunch Program Documentation\*  
*\*if providing PAUSD free/reduced lunch documentation, no additional verification is needed for students participating in the program.*

## Annual Household Income Verification

- Required:** Tax Return (showing total Annual Gross Income) from previous year. (Two years if self-employed)
- and one of the following:**
- Current utility bill if a participant of the Utility Rate Assistance Program
- Current Social Services Award Letter, or Medi-Cal Card
- PAUSD Free/Reduced Price Lunch Program documentation
- Two current pay stubs for all current earners

## Disability Verification

One document verifying household income and one of the following:

- Letter from M.D. or licensed Letter from M.D. or licensed psychologist certifying disability status
- Disability documentation from the Department of Motor Vehicles
- Current Social Services Award Letter

Applicant Signature:

Date:

|                           |     |                  |
|---------------------------|-----|------------------|
| <b>Official Use Only:</b> |     | Valid Thru Date: |
| 25%                       | 50% | Reviewed by:     |