

ELIGIBILITY CRITERIA

Fiscal Year 2020-2021

July 1, 2020 - June 30, 2021

1. BURBANK RESIDENCY

Applicant Must Be a Burbank Resident

VALID PHOTO IDENTIFICATION

Driver License, Identification Card, or Passport

PROOF OF RESIDENCY

Current utility bill (within two (2) months of application date) from Burbank Water & Power or SoCal Gas; if unable to provide the previous, a signed residential rental/lease agreement with further documentation will be required.

2. INCOME QUALIFICATION*

Applicant's Annual Household Income Must Meet FY 2020/2021 Income Limits

HOUSEHOLD SIZE	ANNUAL INCOME	HOUSEHOLD SIZE	ANNUAL INCOME
1	\$63,623	5	\$93,151
2	\$69,986	6	\$102,466
3	\$76,984	7	\$112,713
4	\$84,683	8	\$123,984

PROOF OF HOUSEHOLD SIZE

State or Federal program document that indicates household size. i.e. Tax return, birth certificate for every person in the household, passport copies of every person in the household.

PROOF OF HOUSEHOLD INCOME

- Most recent year's Tax Return
- W - 2 and last two paycheck stubs with Year to Date earnings for all wage earners living in the household.
- If applicable, provide verification from the Department of Social Services; State Disability; Social Security Benefit; Pension; Supplemental Security Income (SSI); Unemployment Benefits, etc.

*The Section 8 Housing Assistance Payments Contract Amendment Notice document may be provided in lieu of Income Qualification (item #2).

The **Burbank Program, Activity, and Service Subsidy (PASS)** Program invites Burbank residents, who meet residency and annual household income criteria, to apply for the opportunity to participate in Burbank programs, activities, and services at subsidized costs.

Please visit the City website for eligible programs, subsidy amounts and application at: www.burbankca.gov/burbankpass

BURBANK PASS BASICS

PROGRAM TERMS

- Program funds are accessible from July 1 - June 30.
- Applications are accepted continuously and approved until funding is depleted.
- Applicants approved July 1 - March 31 are eligible for the current Fiscal Year funds (19/20).
- Applicants approved on or after April 1 are eligible for funding beginning July 1, 2020.
- Renewal applications are accepted starting April 1 for funding beginning July 1, 2020.

SUBSIDY AMOUNTS - *Note that the Subsidy does not cover the entire cost of a class, activity, program, or service; the balance due after the subsidy is applied, is payable by the participant at the time of registration.*

- Subsidy of up to \$400 per eligible individual per fiscal year - with a limit of \$1,200 per household.
- **NEW!** A one-time transfer of up to \$200 from the main applicant to a child or children is permitted. Transfer requests are ONLY accepted and approved during the application process.
- The transferred amount may not be used for Child Care i.e. Afterschool Daze Programs, Winter Daze, Spring Daze, or Summer Daze Camps.
- BurbankBus Senior and Disabled Transit Services (\$1.00 per ride) is fully subsidized by PASS. Must meet age or disability requirement
- All activities subsidized by PASS, **MUST BE APPROVED** by the PASS Administrator prior to registration. Registration Request Forms are available from the PASS Administrator or at www.burbankca.gov/burbankpass

INELIGIBLE PROGRAMS AND SERVICES

Included but are not limited to: Basic Utility Services already included in BWP's Lifeline Program and Project Share, Building Permits and Fees, Penalties and Fines, Special Event Admissions, Starlight Bowl Concerts, Burbank Senior Activity Card, Senior Day Trips, Recreation Class Material Fees, Tennis Classes, Golf Classes, Go! Party, and Facility Rentals.

FOR MORE INFORMATION AND APPLICATION

For questions regarding the application and approval process, please visit www.burbankca.gov/burbankpass or contact the PASS Administrator via email at BurbankPass@burbankca.gov or by telephone at **818.238.5317**.

