

CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS

**COMMUNITY DEVELOPMENT BLOCK GRANT
SELF-CERTIFICATION FORM AND
VERIFICATION OF FAMILY INCOME**

Dear Parent,

The City of Los Angeles Department of Recreation and Parks thanks you for choosing us for your families recreational needs. We are pleased to offer your family outstanding “free” programs. These programs are made possible by a Community Development Block Grant funded by the U.S. Department of Housing and Urban Development.

At present there is much more competition for grant dollars among cities such as ours and it is extremely difficult to guarantee that funding for these free and needed programs will be continued next year. To help us better compete for these dollars, HUD is requiring that all families enrolling in free programs submit two related documents: 1) A **Self-Certification Form**, which is attached; and 2) one of the documents listed below which deals with income verification. HUD and the City of Los Angeles want to make sure that the people who are in need are the ones who are receiving the benefits; to do so we will need written verification of your annual family income. Please note that the information contained in the document, you chose to provide us, must be consistent with the information included in your **Self-Certification Form**.

To verify family income please provide a copy of one of the following documents and staple it to your completed Self-Certification Form:

- 1) W-2 form.
- 2) Family qualifies child for “National School Lunch Program.”
- 3) Letter qualifying family for section 8 housing (government letterhead required.)
- 4) Documents demonstrating public assistance being received by the family, AFDC etc.
- 5) Documentation of receiving food stamps.
- 6) Documentation of receiving Medical.
- 7) Any kind of public assistance that can be documented.

IMPORTANT

For your protection, please block out social security numbers, driver’s license numbers, etc. that may be on your documents. All documents that you submit are held confidential and are used for verification purposes only. Copies of documents will not be returned.

For more information call Carolyn James at 213-485-4841.