



**City of Sunnyvale**  
**Department of Library & Community Services**  
**Community Services Division**  
**INFORMATIONAL BULLETIN**



## **Fee Waiver Assistance Program**

**Q: Why does the City provide Recreation Fee Waivers?**

A: The City of Sunnyvale offers resident youth free or reduced registration fees to ensure all young people have equal access to the benefits of participating in recreation activities. The Community Services Division continues to “Create Community through People, Parks and Programs” by focusing on its mission to:

1. Provide positive recreation experiences
2. Promote health and wellness
3. Increase cultural unity
4. Strengthen community image and sense of place
5. Foster human development
6. Strengthen safety and security
7. Facilitate community problem solving
8. Protect environmental resources
9. Support economic development in the community

**Q: Who is eligible to receive a Recreation Fee Waiver?**

A: Sunnyvale residents who meet financial guidelines may apply to waive, or offset, the expense of Community Services Division program registration fees for youth, ages 17 and under.

**Q: What is the maximum benefit of the Recreation Fee Waiver Assistance Program?**

A: Eligible residents may be granted up to \$234 per family member, 17 years or under, annually. Once eligibility has been determined, the benefit of the Recreation Fee Waiver Assistance Program is valid for the fiscal year (July 1 – June 30). Recreation Fee Waiver Assistance Program resources are limited and subject to availability of funds.

**Q: What programs can a child participate in with a Recreation Fee Waiver?**

A: Youth and Teens recreation classes and activities and after school programs sponsored by the City of Sunnyvale Community Services Division.

**Q: Is there anything the Recreation Fee Waiver Assistance Program does not fund?**

A: The Recreation Fee Waiver Assistance Program does not fund adult or senior programming, special events or non-City of Sunnyvale sports leagues (i.e., AYSO, Pop Warner, Little League).

**Q: In order to qualify for the Recreation Fee Waiver Assistance Program, what is the application process?**

A: Applicants must . . .

1. be a Sunnyvale resident.

and

2. qualify for the Free or Reduced Lunch Program through the Sunnyvale School District, Santa Clara Unified School District or Cupertino Union School District. ***If your family has been approved for the Free or Reduced Lunch Program by the Sunnyvale, Santa Clara or Cupertino School Districts, you must provide a copy of your approval letter with your registration materials.***

and

3. show forms of Sunnyvale resident identification at the time of registration (i.e., driver's license, utility bill, check cashing card).

**Q: How do I apply for a Recreation Fee Waiver if my child does not attend a Sunnyvale, Santa Clara or Cupertino School District school?**

A: Those families with children who do not attend a Sunnyvale, Santa Clara or Cupertino School District school, may apply for the Recreation Fee Waiver Assistance Program by completing an application form which can be obtained at the Sunnyvale Community Center, Recreation Building, 550 E. Remington Drive, Sunnyvale CA 94087. Office hours are Monday through Friday, 9 a.m. – 6 p.m. Please allow 30 (thirty) days for a response to your application.

**Q: As a Fee Waiver Assistance Program participant, what additional registration information should I be aware of?**

A. Fee Waiver Assistance Program participants do not receive priority registration nor are they exempt from the Community Services Division's refund / transfer policy. Fee waivers can only be used for registration fees, not administrative costs, lab fees, equipment, supplies or any other fees required for the activity. Fee waivers are not redeemable for cash. Please become familiar with the registration information in the Activity Guide and follow the registration procedures accordingly.

Proof of Sunnyvale residency (in two forms of identification) is required each time a fee waiver is used.

*For additional information, call the Community Services Division at (408) 730-7350.*