

**Application for Fee Assistance Grand Prairie Residents  
Grand Prairie Parks, Arts & Recreation Department**



**Step 1) Primary Applicant (parent/guardian if under age 18)**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Birth (mm/dd/yyyy): \_\_\_\_\_

**Step 2) Tax Information**  
Complete the following section using the most recent IRS return transcript. Please attach copy to the application.

Tax Year: \_\_\_\_\_ Adjusted Gross Income: \_\_\_\_\_

Spouse Name: \_\_\_\_\_  N/A Number of Family Members on Transcript: \_\_\_\_\_

Check if applicant is considered a dependent on another IRS return for tax year

**Step 3) ALL Family Members Listed on Transcript**

First Name	Last Name	Age	Date of Birth	Relationship to Primary
1.				
2.				
3.				
4.				
5.				
6.				

**Step 4) Certification Statement**

To the best of my knowledge, the above information is true and accurate. I understand that eligibility is determined by the accuracy of the information provided. If The Epic management finds incorrect, incomplete, or falsified information, eligibility and fee assistance will be revoked. Submittal of a fee assistance application does not guarantee approval. If approved for assistance, I understand that I am responsible for all remaining charges not covered by my discount.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

FOR STAFF USE:

Approved \_\_\_\_\_% Approval Date: \_\_\_\_\_ Expiration: \_\_\_\_\_

Denied Account Notes Updated to "Approved" or "Denied" Yes / No

Date Received: \_\_\_\_\_ Reviewed By: \_\_\_\_\_

# The Epic Fee Assistance Program

## Grand Prairie Parks, Arts & Recreation Department



### Assistance Guidelines

Grand Prairie residents with financial hardship may be eligible for a reduced annual membership rate to The Epic. Level of need is determined by the Housing and Urban Development (HUD) income guidelines. The membership assistance discount is offered at a rate of 50% with a maximum discount of \$150.00 per individual adult, \$75.00 per individual youth, and \$250.00 per family from any annual membership at The Epic (Excluding the combo pass).

### Eligibility Requirements

Applicants must reside in the City of Grand Prairie and show proof of residency. Residents of cities other than The City of Grand Prairie are not eligible for fee assistance.

Assistance is only applicable for reduced annual membership fees and does not apply to membership upgrades, single use passes, parties, rentals, merchandise, special events, classes or programs.

As income and family size are subject to change, applicants must re-apply each year for fee assistance. Eligibility is not guaranteed at renewal; discount percentage may change if re-approved.

### Application Process

All documentation must be provided in order to be considered for fee assistance.

- Submit a written application and most recent Tax Return Transcript.
  - There are three options to obtain your IRS Return Transcript:
    - **Online:** Go to [IRS.gov](https://www.irs.gov) and select "Get Your Tax Record" followed by "Get Transcript Online." Follow the directions to receive an online transcript.
    - **Phone:** Call 1-800-908-9956 and follow the prompts to speak with an IRS representative.
    - **Mail:** Go to [IRS.gov](https://www.irs.gov) and select "Get Your Tax Record" followed by "Get Transcript by Mail." Follow the directions to receive your transcript by mail.
- Proof of participation in the GPISD free or reduced lunch program will be accepted in lieu of tax return transcript if applicant does not have proof of tax filings.<sup>1</sup>
- Social Security Income Statement will be accepted to verify income.
- Applications must be received and approved prior to membership registration in order to receive fee assistance.
- The Epic management will process applications within five (5) business days after receipt of all application requirements.

### Termination of Fee Assistance

The City of Grand Prairie reserves the right to revoke fee assistance. The Epic code of conduct and policies apply to all recipients. Applicants who are approved and do not complete the membership process, or have low attendance or non-use may not be eligible for fee assistance renewal. Fee assistance and membership will be revoked if incorrect, incomplete, or falsified eligibility information is provided.

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<sup>1</sup> Last updated 01.24.2024