

RECREATION COUNCIL
OVERNIGHT CAMP TRANSPORTATION ASSESSMENT

Date:		Camper's Name	
DOB:		Address:	
<u>TOTAL FAMILY INCOME & EXPENSE ASSESSMENT</u>			
Your present level of monthly income is:		<input type="checkbox"/> Under \$400 <input type="checkbox"/> \$401 to \$600 <input type="checkbox"/> \$601 to \$800 <input type="checkbox"/> \$801 to \$1000 <input type="checkbox"/> \$1001 to \$1200 <input type="checkbox"/> Above \$1200	
Single Parent Household? <input type="checkbox"/> Yes <input type="checkbox"/> No		Number of Children: <input type="checkbox"/> None	
Food Stamps? <input type="checkbox"/> Yes <input type="checkbox"/> No; \$		Cable TV? <input type="checkbox"/> Yes <input type="checkbox"/> No; \$	
How often do you use Food Pantries?		Car expenses? <input type="checkbox"/> Yes <input type="checkbox"/> No; \$	
Itemized Income		Itemized Expenses	
Wage, salaries, tips	\$	Rent/Mortgage	\$
Unemployment	\$	Electric	\$
SSI	\$	Gas	\$
SSDI	\$	Phone	\$
Child Support	\$	Household items	\$
State Subsidized Funding	\$	Toiletries	\$
401K/Retirement Funds	\$	Food (purchased without food stamps)	\$
Alimony	\$	Medical Expenses (i.e. Medications)	\$
Other:	\$	Other Insurance Policies:	\$
Other:	\$	Leisure:	\$
Other:	\$	Other:	\$
Other:	\$	Other:	\$
TOTAL INCOME	\$	TOTAL EXPENSES	\$
TOTAL INCOME LESS TOTAL EXPENSES			\$
<i>LIVING STATUS OF INDIVIDUAL CAMPER</i>			
Individual living in natural home with family/legal guardian Yes No Other			
If other please explain:			
To the best of my knowledge, the information I am disclosing is true.			
Signature of Individual/legal guardian:			Date:
Signature of Service Coordinator/Service Advocate:			Date:
<u>Recreation Council use only</u>			
Approved? ___yes ___no		Transportation Amount approved: \$ _____	
Recreation Council Staff Signature:		Co-Pay: \$ _____	
		Date:	

RECREATION COUNCIL
OVERNIGHT CAMP TRANSPORTATION POLICIES & PROCEDURES

Guidelines for St. Louis Office for DD Resources Service Advocates/DMH Service Coordinators

Overnight Camp Transportation Funding is only valid for one round trip per summer. Individuals/legal guardians must be made aware that funding is based on a first come, first served basis and availability is limited.

Eligibility requirements for camp transportation funding from the camp pick up location

Campers/families can apply for the transportation fee charged by the camp from their designated pick up point if:

- A. They meet the financial criteria.
- B. Camper/family is unable to provide their own transportation to/from camp
- C. Camper/family is able to provide their transportation to/from the designated pick up point.

At the time of an individual's camp application, a DD Resources Service Advocate/DMH Service Coordinator will review the camp transportation policies and procedures with the individual/family and determine if they meet the eligibility criteria. If eligibility is determined, an Overnight Camp Transportation Assessment must be completed. The individual/legal guardian must be made aware that a transportation co-payment will apply upon approval of the Overnight Camp Transportation Assessment.

The DD Resources Service Advocate/DMH Service Coordinator will ensure the individual is aware that the service is not guaranteed until services and the assessment are approved and signed by the Recreation Council Staff.

In order to qualify, all individuals must meet the following financial criteria.

Status of Camper	Amount left over from the "Residential Camp Transportation Assessment" Total income less total expenses
Individual (camper) living in natural home with two parents/legal guardian	\$50 or less
Individual (camper) living in natural home with two parents/legal guardian with siblings	\$75 or less
Individual (camper) living in a natural home with a single parent/legal guardian	\$100 or less
Individual (camper) living in natural home with single parent/legal guardian and siblings	\$150 or less

Guidelines for Campers without St. Louis Office for DD Resources Service Advocates/DMH Service Coordinators

If a camper does not have a Service Advocate or Service Coordinator and requires transportation funding to attend camp, the Recreation Council Staff will determine the camper's qualification on a case by case basis.

It is the family's responsibility to notify the camp that transportation is needed and make arrangements directly with the camp for transportation reservations.

It is also the family's responsibility to inform the camp of the following needs:

Camper to staff ratio of 1 - 1

Wheelchair lift

Medication to be administered during the trip to camp

Guidelines for Camp pick up locations

1. If it is determined that the camper/family qualifies for this funding, a \$10.00 transportation co-payment will apply.
2. This co-payment must be paid directly to the Camp and received at least three weeks in advance of the camp date for transportation to be provided.
3. It is the full responsibility of the camper/family to notify the camp and reserve seating on the camp's transportation list.
4. Camp transportation availability cannot be guaranteed, it is important to contact the camp to schedule your transportation immediately upon approval.
5. It is the camper's/family's responsibility to contact the camp for information regarding the times and locations of the camp's pick up locations.
6. It is the camper's/family's full responsibility to arrange their transportation to and from the pick up location and be present at the designated times set by the camp.
7. The camper/family is responsible for any fees due to cancellation or no show, including the loss of co-payment and deposit.

For further information contact Mindy Davis at the Recreation Council City Office at 314-772-2299 or email at mdavis@recreationcouncil.org

Completed packets should be mailed to:

**Recreation Council of Greater St. Louis
11 Worthington Access Dr., Suite E
Maryland Heights, MO 63043**



The Recreation Council of Greater St. Louis' services shall be available to all persons without regard to race, color, religion, national origin, sex, disability, ages, military or veterans status, sexual orientation, gender identity or any other factor prohibited by law. The Recreation Council staff will always be respectful of the rights of its consumers. (See YOUR CLIENT RIGHTS). Consumers will always be treated with dignity and respect. All consumer files and paperwork will be kept private in compliance with HIPAA's treatment of Protected Health Information and/or confidentiality of consumer records and upholds the Missouri's Data Breach Notification Law.

As a client of the Recreation Council, you are entitled to the following rights and privileges.

Right to be treated with dignity and respect.

Right to be informed of and receive help to receive services that are available through The Recreation Council, as well as other agencies.

Right to be a member of your community.

Right to do things you enjoy in your spare time.

Right to have a guardian to help you make decisions, if needed.

Right to be free from abuse, neglect, humiliation, retaliation, or financial exploitation.

Right to be involved in the planning and scope of the services and support you receive and have things explained to you in a way you can understand.

Right to make a complaint and have people listen to you and try to help fix the problem.

Right to have access to the information that is in your individual record in sufficient time to make an informed decision.

Right to have information about you kept private.

Right to receive services no matter what your race, color, gender, age or religion or sexual orientation.

Right to choose your recreation provider and/or program

The Recreation Council of Greater St. Louis will allow a means so that all recipients of its services and their families shall be provided a vehicle to ensure that their voices may be heard when expressing a grievance. A grievance is an issue which is felt to afford reason for complaint and which formally needs to be expressed in written form. To receive a copy of the Recreation Council's Grievance Policy, please contact the Administrative Office at 314-726-6044. This document is made available to all participants of the Recreation Council's programs and services once an application is requested for such and can be found in the application packet, or on our website at www.RecreationCouncil.org or you may contact any of our offices to be sent a copy by mail or email. You may find it also posted in our Administrative Office.