

Guide to Requesting
FINANCIAL AID

2026-2027

How can we help?

Imogen Foundation is committed to providing the most inclusive and accessible programs possible. We work with families, schools, and other public institutions to ensure that financial concerns are not barriers to access to our programs for children. Our afterschool programs are all licensed and registered with the New York State Office of Children and Family Services (OCFS), which enables us to accept vouchers for child care - giving families in need of financial assistance access to all of our afterschool and camp services at reduced cost- sometimes even free.

Child care vouchers are grants funded by New York State that help low-income families afford child care services. These vouchers are administered through [MyCity](#) and [HRA](#). There are also child care subsidies provided by NYC Transit and Military Child Care. If you believe your workplace offers child care, please reach out to your employer.

Schedule

On Time Enrollment

Scholarship applications are for the 2025-2026 school year. You do not need to re-apply during the Spring semester unless it is your first time joining us.

Fall Registration Period
May 4, 2026 - August 1, 2026

Spring Registration Period
November 1, 2026- January 9, 2027



Late Enrollment

Fall Registration Period
After August 2, 2026



Spring Registration Period
After January 10, 2027

Services Available

We Accept Child Care Subsidies

-  Families who meet the [income](#) requirements are eligible to receive a Child Care Voucher from Administration for Children's Services (ACS), Administered by the Human Resources Administration (HRA), or eligible programs. To see if your company may cover a child care subsidy, please contact your employer.
-  While Child Care Vouchers are government funded, we are not directly associated with the application process, but we offer assistance on how families can apply for affordable afterschool coverage.

Internal Scholarship

-  Families who do not meet the [ACS income](#) requirements or the Department of Housing and Urban Development (HUD) [income](#), or who have been denied a child care subsidy may be eligible for up to 50% discount for our internal scholarship.
-  Eligibility is determined based on verified annual gross household income and household size.

How to Apply



Application Form

 Fill out the [Financial Aid Form](#)

MyCity Child Care Voucher



Application Status

After completing your financial aid form and applying for the [MyCity child care voucher](#), you will receive one of the following status:



Eligible

On Time Enrollment

Families must submit an official approval letter from ACS or HRA. Accounts will be prorated effective as of the start date indicated on the approval letter and received no later than September 1.

Late Enrollment

Families are required to submit an approval letter within 30 days of enrollment. Any days attended during this 30-day period will be adjusted under the internal scholarship, with a discount of up to 50%. Please note that voucher coverage applies only from the start date listed on the approved letter.



Pending/Waitlisted

Waitlisted families are families who are eligible but denied due to a lack of funds. Upon proof of a waitlist notice letter, your afterschool care will be covered on behalf of IF Afterschool.



Denied

On Time Enrollment

Denial notices may be issued for reasons including, but not limited to, failure to meet income eligibility requirements, incomplete or missing documentation, or discrepancies between reported and verified household income (more info [here](#)).

In such cases, families may be considered for placement in the internal scholarship.

Late Enrollment


Families who enroll after the designated enrollment period and are subsequently denied through their MyCity application may be considered for the internal scholarship. Please note that families remain responsible for any outstanding balance incurred during the 30-day processing period.

Child Care Voucher

Eligibility


 Childcare vouchers are only accepting families based on the following:

- Currently receiving Cash Assistance
- Experiencing homelessness
- Child with special needs
- Income below 300% State Income Standard (SIS)

 You will need to have one of these reasons for care:

(In a two parent household, both parents will need a reason for care):

- You work 10 or more hours per week and you must make at least minimum wage (\$17/hour)
- You are in an educational or vocational training program
- You have been looking for work
- You live in a temporary housing. This includes families who may be living in shelter or sharing the housing of others due to loss of housing, economic hardship, or similar reason
- You are attending services for domestic violence
- You are receiving substance abuse treatment

NUMBER OF PEOPLE IN YOUR HOUSEHOLD 	MONTHLY GROSS HOUSEHOLD INCOME BEFORE TAXES	ANNUAL GROSS HOUSEHOLD INCOME BEFORE TAXES
2	\$6,435.50	\$77,226.00
3	\$7,949.74	\$95,396.83
4	\$9,463.97	\$113,567.65
5	\$10,978.20	\$131,738.47
6	\$12,492.44	\$149,909.30
7	\$12,776.36	\$153,316.33
8	\$13,060.28	\$156,723.36
9	\$13,344.20	\$160,130.39
10	\$13,628.12	\$163,537.42
11	\$13,912.04	\$166,944.45
12	\$14,195.96	\$170,351.48
13	\$14,479.88	\$173,758.50
14	\$14,763.79	\$177,165.53
15	\$15,047.71	\$180,572.56

Internal Scholarship

Process

- ☐ Eligibility is determined based on verified annual household income and total household size. Internal scholarship awards may be carried over to the following semester.

Late enrollment

If families apply for ACS and receive a denial letter within 30 days, they may be considered for placement in the internal scholarship program if eligible. Families remain responsible for any outstanding balance incurred during the 30-day processing period.

Confirmation Period

Important Reminders

- ☐ If you are already receiving a voucher, you have 2 weeks to recertify in advance. Failure to recertify on the due date may no longer qualify you to receive the coverage care that you need. If families miss the deadline, they are required to resubmit a MyCity application again.
- ☐ If you are under a different provider/afterschool and you need a transfer, you can contact the ACS Voucher Enrollment Unit at (212) 393-5361 or (212) 361-5796, or go to the [Direct Transfer Form](#) to request and submit for each child.
- ☐ Please look out for email and physical mail delivery in correspondence to your MyCity application process. If you encounter any issues or need assistance, contact ACS or HRA directly.
- ☐ By applying for child care vouchers, you ensure your child has access to high-quality afterschool programming while receiving the support your family needs.

For further questions:
registrar@ifafterschool.org