



Kansas City, Missouri Parks and Recreation Scholarship Fund Application

Life Enhancement Scholarship Program

User fees support the recreation programs offered by the City of Kansas City, Parks and Recreation and participants are required to pay program fees for each program for which they are registering. The Parks and Recreation Department is committed to making its programs as accessible to all segments of the population as is possible. To this end, the Department wishes to provide opportunities to Kansas City resident youth to participate in our programs.

RESIDENT SCHOLARSHIP GUIDELINES

Assistance will be awarded on a first-come, first-served basis as long as there are funds available.

1. The Resident Scholarship Program is limited to Kansas City, Mo. residents ages 17 and under. ***Applicant must show proof of residency in the form of Driver's license, I.D. card or utility bill.***
2. Programs with a cost \$5.00 or less per participant are not eligible for fee waivers.
3. Resident Scholarship is offered for registration fees only, not supplies or other costs.
4. Scholarships will be awarded based on the supporting documentation, with the approved applicant paying 50% of the program fee.
5. By accepting a partial scholarship, the parent/guardian agrees to be responsible for the payment of any fees above the scholarship amount.
6. In order to participate in the program, approved applicant(s) must pay in full the remaining portion of the registration fee on or before the program/class starts.
7. All requests for fee reductions require a completed application and receipt of all necessary documentation.

ELIGIBILITY REQUIREMENTS

To determine eligibility, applicant(s)/guardian must present one of the following supporting documentation along with a completed scholarship application. ***All information will be confidential and used only for the purpose of establishing eligibility for reduced fees.***

Additional information or income verification may be requested to process the application.

1. ***Aid to Families with Dependent Children (AFDC)***
2. ***Supplemental Security Income (SSI)***
3. ***Supplemental Security Disability Insurance (SSDI)***
4. ***Women, Infants & Children (WIC)***
5. ***Reduced Lunch Program/Free Lunch Program***
6. ***Subsidized Housing (HUD)***
7. ***Food Stamps***
8. ***Supplemental Nutrition Assistance Program (SNAP)***

**Kansas City, Missouri Parks and Recreation
Community Services Division
Scholarship Fund Application**

The City of Kansas City, Missouri Parks and Recreation Department is bound by state and federal guidelines to keep any and all information provided in this application confidential. The information below assists us in making a determination on how to best address your needs regarding the fee(s) for our programs(s).

Participant (s) Name: _____ DOB: _____
_____ DOB: _____
_____ DOB: _____

Home Address: _____
(Street) (City, State, Zip code)

Home Phone: _____

Parent/Legal guardian name: _____ / _____
(Applicant) (Relationship)

Applicant must show proof of residency in the form of Driver's license, I.D. card, or utility bill.

Address of parent or legal guardian: _____
(Street) (City, State, Zip code)

Parent or legal guardian: _____
(Home telephone number) (Cell, work, alternate number)

Program(s) applying for:

_____ ***Community Center:*** _____

Program Start Date: 2/4/2014 End Date: 2/28/2014

Please indicate which of the following state or federal subsidy programs you currently participate in and provide supporting documentation.

_____ Aid to Families with Dependent Children (AFDC)	_____ Food Stamps
_____ Supplemental Security Income (SSI)	_____ Subsidized Housing (HUD)
_____ Supplemental Security Disability Insurance (SSDI)	_____ Unemployment Benefits
_____ Reduced Lunch Program/Free Lunch Program	_____ Women, Infants & Children (WIC)
_____ Supplemental Nutrition Assistance Program (SNAP)	_____ Other (Please explain) _____

Please provide a brief statement of reasons for applying for assistance: _____

I certify that the above information is true and correct. I will notify the KCMO Parks and Recreation Department on any changes in scholarship program eligibility. I understand that a deliberate falsification of the information will result in forfeiture of assistance and may prohibit future eligibility for the Scholarship Program. I hereby authorize the Kansas City, Missouri Parks and Recreation Department to contact city/state subsidizing agencies and/or officials to determine the accuracy of my financial situation as described above.

Signature: _____ Date _____

Community Center Director Signature: _____

BOARD APPROVED SCHOLARSHIP POLICY

This Board Policy applies whenever financial Scholarship or fee waivers are requested for a fee-based Parks and Recreation sponsored class, activity or event.

- 1. Scholarship is granted to Kansas City, MO residents, ages seventeen (17) and under only.**
- 2. Scholarship is awarded based on documented need.**
Need may be shown by providing any of the following:
 - Aid to Families with Dependent Children (AFDC)
 - Supplemental Security Income (SSI)
 - Supplemental Security Disability Insurance (SSDI)
 - Women, Infants & Children (WIC)
 - Supplemental Nutrition Assistance Program (SNAP)
 - Reduce Lunch Program/Free Lunch Program
 - Subsidized Housing (HUD)
 - Foods Stamps
 - Unemployment Benefits
 - Other
- 3. Scholarships are limited to two awards per family members of the same household/address per year, provided funds are available.**
- 4. Scholarships are not provided for "Drop In" Programs.**
- 5. Resident Scholarships will be awarded based on the supporting documentation, with the approved applicant paying 50% of the program fee, provided funds are available.**
Exceptions may be granted with approval of the director or designee. A letter of explanation must be attached with the application in these circumstances.
- 6. Funding for Scholarships is subject to availability.**

***Note: Award is defined as a session, season or class**

Responsible Party:

Action:

Department Employee

1. *Receives* a request for Resident Scholarship Application from a patron.

2. *Provides* patron with a KCMO Resident Scholarship Application.

Patron (requestor)

3. *Fill out* KCMO Resident Scholarship Application.

4. *Returns* completed KCMO Resident Scholarship Application to Kansas City Parks and Recreation Department Community Center staff.

Department Employee

5. *Reviews* Resident Scholarship Application for completeness.

6. *Documents* eligibility is current and proof of residency.

Center Director

7. *Reviews* Resident Scholarship. Approves if eligible

or

Denies Resident Scholarship, if ineligible, according to Guidelines.

Incomplete Application: Pending receipt of required documentation the youth shall be allowed to participate in the program. The staff shall register the youth and inform the parent they have three (3) days to produce the necessary documentation or their scholarship application will be denied and they will be responsible for the total cost of the program.

8. *Awards* Resident Scholarship in an amount of fifty (50%).

9. Maintains a copy of the approval or denial application on file at the Community Center. Scans and sends to the Manager of Finance.

10. The Manager of Finance will transfer grant funds from the Life Enhancement Scholarship Program to the applicant's account.