



Community Scholarship Program Application Program Year August 2017-July 2018

Scholarship Objective

Ottawa Recreation Commission provides activities for all ages. We offer **youth** program scholarships for families with children. This helps reduce financial burdens that may inhibit participation in youth ORC programs. We use the same criteria for USD 290's reduced or free lunch program to determine scholarship eligibility for ORC programs.

* If you qualify for USD 290 reduced or free lunch, you qualify for discounted youth programs.

*If you play on a competitive traveling team you are not eligible for a scholarship.

Scholarship Policy

Individuals... 1) Residing in USD 290, and
2) Meeting income guidelines for USD 290's free or reduced lunch program,

are eligible for the following ORC program fee discounts...

- 1) **Reduced lunch = 25% off individual program fee**
- 2) **Free lunch = 25% off individual program fee**

****Scholarships do not cover late fees****

When to Apply for Scholarship

Applications may be submitted any time during the calendar year. **August, however, begins each new scholarship year. Applications must be submitted with supporting documentation each year.** Proof of income is optional for those with children enrolled in USD 290. We only need to verify that your children are in USD 290's reduced or free lunch program. However, proof of income must be presented with applications for children outside the USD 290 district.

How to Apply

1. Request a scholarship form from the ORC office (705 W. 15th St.).
2. Complete the form accurately and completely. Proof of income is required with all applications for children outside the USD 290 district.
3. Submit all to the ORC office.
4. Reapply if your income increases/decreases by \$50/week or by \$600/year.
5. ORC staff will contact you with results as soon as it is processed. You may pay the reduced price while awaiting qualifying confirmation. If you do not qualify, you will owe the balance. Please do not contact the ORC office for updates.

Confidentiality

Information or status of participants regarding ORC's community scholarship program will not be released to outside organizations or individuals. The information is confidential, and used only by ORC staff.

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IMPORTANT – The following must be complete and correct to be processed. False information will lead to a denied application. All income listed on this page must be verified with documentation attached to this application if your children DO NOT attend USD 290.

Do you receive assistance from any source? Yes _____ No _____

If yes, please specify:

	Yes	No	Amount
1. Aid to families with dependent (AFDC)	_____	_____	_____
2. Commodities or food stamps	_____	_____	_____
3. Rent supplement or other special aid	_____	_____	_____
4. Reduced school lunches If yes, what school district _____	_____	_____	_____
5. Free school lunches If yes, what school district _____	_____	_____	_____
6. Any other county, city, state or federal assistance Other _____	_____	_____	_____

Please fill out the portion below IF NOT in USD 290 district:

List all persons living in your home and their income: (All persons must be listed)

Income (any additional information should be submitted on a separate sheet)

Place of Employment: _____

Phone # _____ Gross Wages per Month _____

Place of Employment: _____

Phone # _____ Gross Wages per Month _____

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Ottawa Recreation Commission has my permission to inquire with the Board of Education as to my eligibility status in USD 290's reduced or free lunch program.

(Please PRINT student(s) name)

Student Name: _____ School attending: _____

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Student Name: _____ School attending: _____

Student Name: _____ School attending: _____

Parent/Guardian **PRINTED** name _____

Parent/Guardian Signature

Date

FOR OFFICE USE:

Food Service Representative

Date