

Return this signed copy with your application

Rutland City Recreation and Parks Department

16 North Street Extension

802-773-1822

SCHOLARSHIP APPLICATION

For fiscal year July 1st 2019 – June 30th 2020

Applicant's Name: _____ Date _____

Physical Address: _____ Rutland, VT 05701

Primary Phone # : _____ Secondary Phone # : _____

Primary Email: _____ Secondary Email: _____

Spouse's/Partner's Name: _____ Phone #: _____

Children/Dependent Information: Family Size: _____

Name	School/Grade	DOB
_____	_____/_____/_____	____/____/____
_____	_____/_____/_____	____/____/____
_____	_____/_____/_____	____/____/____
_____	_____/_____/_____	____/____/____
_____	_____/_____/_____	____/____/____

Monthly Gross Income: You must provide documents to verify the following data*

Food Stamps: _____ Wages: _____ Alimony: _____

Child Support: _____ Housing Assist: _____ Social Security: _____

Workers Comp: _____ Other: _____

Providing proof of Food Stamps will grant you a 75% scholarship. Providing Documentation of Foster Child(ren) will grant each child a 75% scholarship (per program/per season)

OFFICE USE ONLY

Total Monthly Gross Income: _____ Annual Gross Income: _____

Application Received: ____/____/____ Application Completed: ____/____/____

Approved for \$_____ @ _____% Expiration Date: 6/30/2020 Notified: ____/____/____ via _____

Denied: _____ Reason: _____

PLEASE RETURN APPLICATION WITH VERIFIED DOCUMENTS IN PERSON OR MAIL TO: 16 North Street Extension, FAX: 775-2030, or EMAIL: colleens@rutlandrec.com

APPLICATIONS MAY TAKE 7 – 10 DAYS TO PROCESS PLEASE PLAN ACCORDINGLY

Rutland Recreation & Parks Department
16 North Street Ext.
802-773-1822

City of Rutland, Recreation and Parks

PHILOSOPHY STATEMENT

The Rutland Recreation and Parks Department Committee recognize that the charging of fees for programs may place such an economic hardship on some individuals that they are unable to participate. For that reason, a fee reduction and assistance system is available for eligible residents of Rutland City.

1. Applicants must live within the boundaries of the City of Rutland and be able to verify this upon request.
2. Upon application to the Recreation & Parks Dept., applicants must be able to substantiate financial need. A signed copy of this document must accompany your application. Determination of financial need shall be evaluated by an individual's or a family's gross income as reported to the United State internal revenue service or all household income for the last 30 days: a) wages, state assisted programs, federally assisted programs, court documents determining payments, etc.; b) authorizing the Dept. to check with the school district if children participate in the school's free lunch program; c) authorizing the Dept. to verify with employer, social services, etc.
 - Applicants scholarship allowances will be based on the **date of submission**. Applicants applying during the first quarter (July – September) will receive 100% of their allowance, second quarter (October – December) will receive 75% of their allowance, third quarter (January – March) will receive 50% of their allowance and fourth quarter (April – May) will receive 25% of their allowance.
3. Once approved, the waiver is only applicable from the date of approval to the following June 30th. The waiver may only be used for programs during that time and any remaining scholarship credits will be deleted from the household account on June 30th the following year. There will be no refunds or reimbursements retroactive to the application approval date. The applicant must resubmit all supporting documentation annually. Scholarship year is from July 1st 2019 – June 30th 2020.
4. All information provided to the Recreation & Parks Department by applicant will be kept confidential and used only for the purpose of establishing eligibility for a reduction of fees.
5. This policy for a fee waiver/assistance shall apply only to the services and facilities managed by the Recreation & Parks Department.
6. A sliding fee scale will be utilized to determine the amount of reduction for the eligible programs.
7. Please be aware that we may take up to a week to process your application. Keep this in mind when signing up for programs and the start dates of these programs.
8. The Superintendent and/or scholarship director shall have discretionary authority to act upon cases, which are unusual in nature or present severe hardships. Such cases would be handled on their own merit on a case-by-case basis and may involve full waiver of fees if circumstances dictate such action.

I have read the *City of Rutland Assistance* and the *Philosophy Statement* and understand the guidelines and requirements for this program

Signature: _____

Date: ___/___/___

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