



City Council Policy: CP512 - Recreation Scholarship

Effective Date: July 7, 2003

Amends:

Approved By: City Council

I. SCOPE

II. PURPOSE

- A. To provide scholarship moneys to low income residents for summer recreation programs.
- B. Scholarships are available for the following summer programs:
 - 1. Swimming pool membership
 - 2. Tennis memberships
 - 3. Junior Tennis League (JTL)
 - 4. Synchronized swim team
 - 5. Swim team program
 - 6. Tennis Lessons

III. RESPONSIBILITY

IV. DEFINITIONS

V. POLICY

VI. PROCEDURES

- A. Interested parties are given a financial disclosure form, income qualification form and family eligibility form. The financial disclosure form must be completed and returned to the City Administrator.
- B. 50% scholarships are available to residents whose income does not exceed federal low income guidelines.
- C. 100% scholarships are available to residents whose income does not exceed federal very low income guidelines.
- D. Applicant eligibility will be determined based on an assessment of information provided using the income qualification form, family eligibility form, and federal low income guidelines.
 - 1. City staff will request documentation as needed to prove family and income circumstances.
- E. If guidelines qualify applicant, he/she must submit Federal Income Tax information. If applicant receives ADC, SRS and/or Social Security assistance, both case number and case worker name must be submitted.
- F. If approved by the City Administrator, a letter is sent to the family/person notifying them they are eligible for the recreation scholarship. Membership forms are also sent and must be completed and returned to the City.
- G. Eligible recipients may participate in as many programs as they wish.

**City of Prairie Village
Summer Recreation Program
Financial Disclosure Form**

Applicant Name: First/MI/Last _____

Spouse's Name: First/MI/Last _____

Address _____

City/State/Zip _____

Phone Nos: Daytime _____

Evening _____

Other _____

Please list the names and ages of family members receiving support from your family income and residing in your household.

<i>Name</i>	<i>Age</i>	<i>Name</i>	<i>Age</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

List employment information for all members of the household.

Name & Social Security No.	Employer	Work phone	Annual Income

Other sources of income (i.e., child support): _____ Monthly Amt \$ _____

Other assistance received: ___ ADC ___ SRS ___ SSI Monthly Amt \$ _____

Total annual income for the year 2000: \$ _____

Total estimated annual income for the year 2001: \$ _____

If you pay for child care in order to work and/or make child support/alimony payments, please give the amounts you pay *annually*:

Child Care \$ _____ Child Support \$ _____ Alimony \$ _____

I, the undersigned, attest to the accuracy of the information recorded on this form. I further agree to submit proof of income and have provided a copy of my 2000 Federal Income Tax information (see attached). Further, should I currently receive ADC, SRS, or SSI assistance, both case number and caseworker name will be provided:

Applicant's Signature _____

Date _____

Return completed application and copy of 2000 Federal Income Tax information to: City Clerk's Office, City of Prairie Village, 7700 Mission Road, Prairie Village KS 66208.

CP512 Recreation Scholarships

SOURCES OF MONTHLY INCOME TO BE COUNTED AND DOCUMENTED

- ✓ Wages, salaries, overtime pay, fees, tips, commissions, bonuses, and other compensation for personal services (before any payroll deductions)
- ✓ Interest, dividends and other net income of any kind from real or personal property
- ✓ Unemployment, worker's compensation, severance pay
- ✓ Welfare assistance
- ✓ Alimony, child support payments
- ✓ Social Security
- ✓ Annuities
- ✓ Retirement Funds
- ✓ Pensions
- ✓ Insurance Policies
- ✓ Disability or Death Benefits
- ✓ Net income from operating a business

MONTHLY INCOME NOT COUNTED

- ✓ Food stamps
- ✓ Income from employment of children under 18 years of age
- ✓ Earnings in excess of \$480 for each full-time students 18 years or older
- ✓ Payments for foster care
- ✓ Lump sum payments such as inheritances, insurance payments
- ✓ Payments as reimbursements for medical costs
- ✓ Full amount of student financial assistance paid directly to student or institution
- ✓ Refunds or rebates under state or local law for property taxes
- ✓ Amounts paid by state agency to family with member who has a developmental disability and is living at home

FAMILY ELIGIBILITY

- ✓ Parent(s) and children must be Prairie Village residents
- ✓ Divorced parents must have primary custody of children to request scholarship assistance for the children.
- ✓ Only children claimed on Federal Income Tax statements by a Prairie Village resident may be included in an application for scholarship assistance.
- ✓ Children age 18 and over are not eligible for a scholarship as a dependent of their parent(s).
- ✓ Parent(s) with custody and primary care responsibilities for grandchildren may include grandchildren on the application.