

Ottawa Recreation Commission Scholarship Guidelines

Scholarship Objective

Ottawa Recreation Commission (ORC) provides activities for all ages. We offer **youth and *adult** program scholarships for both families and adults without children. This helps reduce financial burdens that may inhibit participation in ORC programs. We use the same criteria for USD290's reduced lunch program to determine scholarship eligibility for ORC programs.

* If you qualify for USD290 reduced lunch, you qualify for discounted youth & adult programs.

Scholarship Policy

Individuals... 1) residing in USD290, and
2) meeting income guidelines for USD290's free and reduced lunch program,

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

- 1) **reduced lunch = 50%** off individual program fee
- 2) **free lunch = 75%** 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 USD290. We only need to verify that your children are in USD290's reduced lunch program. However, proof of income *must* be presented with applications for adults without children.

How to Apply

1. Request a scholarship form from the ORC office (517 E. 3rd St.).
2. Complete the form accurately and completely. Proof of income is required with all applications for adults without children.
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 scholarship program will not be released to outside organizations or individuals. The information is confidential, and used only by ORC staff.

Scholarship Application (page 2)

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.

Do you receive assistance from any source? Yes _____ No _____
If yes, please specify:

	Yes	No	Amount
1. Aid to families with dependant (AFDC)	_____	_____	_____
2. Commodities or food stamps	_____	_____	_____
3. Rent supplement or other special aid	_____	_____	_____
4. Reduced school lunches at USD290	_____	_____	_____
5. Free school lunches at USD290	_____	_____	_____
6. Any other county, city, state or federal assistance	_____	_____	_____
Other _____			

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 _____

Parent/Guardian Signature _____ Date _____

Scholarship Application (Page 3)

Ottawa Recreation Commission has my permission to inquire with the Board of Education as to my eligibility status in USD290's reduced lunch program.

Student Name: _____

Student Name: _____

Student Name: _____

Student Name: _____

Parent Signature

Date

FOR OFFICE USE:

Food Service Representative

Date

