

RECREATION ACTIVITY SCHOLARSHIP PROGRAM

Contact: Tabor Medill at 913-758-6648 or tmedill@firstcity.org

Qualifying low-income or disabled individuals or families who live in the city limits of Leavenworth and are currently receiving public financial assistance can be awarded a **\$100 credit per person per year** to be used toward the following Leavenworth Parks & Recreation Department activities:

Activity List

Your scholarship may be used for the following programs (up to the \$100 maximum credit per person, per year):

1. Admission passes to the Riverfront Community Center fitness facilities (year round)
2. Youth winter basketball registration fee (registers September 15 to October 15)
3. Youth summer baseball/softball registration fee (registers March 1-31)
4. Youth summer swim team registration fee (registers April)
5. Youth and adult swim lessons (year round)
6. One (1) 10-punch pass per person (ages 4 and up), per summer, to the Wollman Aquatic Center (passes available beginning May 1; aquatic center open Memorial Day – Labor Day)
7. Adult water exercise class passes (year round)

Who is eligible to receive a scholarship?

1. Applicants **must be residents of the City of Leavenworth**. Persons residing outside the city limits of Leavenworth are not eligible to apply. (Having a Leavenworth address does not necessarily mean that you live in Leavenworth city.)
2. An individual or head of household with dependents must be **disabled or receiving some type of public assistance**. Please note that a disabled person's benefits statement only qualifies the disabled person for a scholarship, not the whole family, unless they receive other assistance as well.
3. Dependents of qualified applicants must live in the same household with the applicant and be financially dependent on the applicant for support. Dependents can be children or adults.

How to apply:

1. Complete the front page of a Scholarship Application.
2. Gather current (dated within the last 30 days) documentation to prove your eligibility, showing:
 - a. **That you currently live in the city limits of Leavenworth**. You may submit a copy of a current (dated within the last 30 days) utility bill or piece of currently dated mail containing your name and current street address.
 - b. **That you receive any type of financial assistance**. (See listing below.)
 - c. **Who your dependents are**. You may submit copies of your dependents' State of Kansas medical cards, birth certificates, free lunch letters, or any other document verifying your dependents.
3. Call the Recreation Supervisor at 913-758-6648 for an appointment.
4. Bring your completed application and supporting documentation with you to your appointment for review and approval.

Type of Financial Assistance You Receive

Documents to Bring (dated within the last 30 days)

VA or Social Security disability

- *Statement of disability benefits
- *Verification letter from the agency
- *State of Kansas disability card

State of Kansas benefits such as
Food Stamps, medical, child care, etc.

- *Case profile report
- *Award or benefit letter

WIC program

- *Copies of your WIC food vouchers
(names on voucher will be approved)

Free/reduced cost school lunch program
for school-age children

- *Free/reduced lunch approval letter for current school year
(in summer, letter from last school year is acceptable)

Free/reduced cost housing

- *Document from the housing agency verifying assistance
(Ask them to include list of dependents, if applicable.) (continued)

Type of Financial Assistance You Receive**Documents to Bring** (dated within the last 30 days)

Free/reduced cost services
from Riverside Resources

*Letter from Riverside Resources verifying assistance

Free/reduced cost services
from the Guidance Center

*Letter from the Guidance Center verifying assistance

Assistance from any charity, such as
Free food, clothing, utility assistance, etc.

*Letter from the charity verifying assistance

After your application is approved:**1. Using Your Scholarship:**

- a. During regular weekday business hours (Monday-Friday, 8:00 a.m. - 5:00 p.m.): The scholarship recipient (adults only) may go to the Parks & Recreation Office during weekday business hours and make the request.
 - b. Persons with current scholarship applications on file may **call** 913-651-2203 or **email** mwilliams@firstcity.org to check their scholarship account balances.
 - c. After regular weekday business hours: You may request that your scholarship authorization certificate be left for you at the Riverfront Community Center front desk so that scholarship transactions may be done after Parks & Recreation office hours (i.e., Monday-Friday, 5:00-7:30 p.m.; Saturdays & Sundays). **It is the applicant's responsibility to:** (1) Ensure that your application is current, (2) Contact the Parks & Recreation Department during weekday business hours to request the certificate AND receive **verbal or email confirmation** that the certificate will be made available (i.e., *Do not just leave a message without getting a response.*), (3) Make sure there is enough money in your account.
2. Approvals are based on the applicant's residency as of the approval date. The application will remain valid for one year from the application date regardless of the applicant's residency thereafter.
 3. Community Center front desk staff cannot issue scholarship passes or accept scholarship registrations without prior authorization (i.e., a completed Scholarship Authorization Certificate) from the Parks & Recreation Office.
 4. Parents must complete all applicable registration/waiver forms for each activity or program that they or their family members wish to participate in.
 5. A \$5 co-pay must be paid for each pass or activity at the time of registration.
 6. Scholarship recipients who issue a **bad check** will have their scholarship accounts inactivated until the bad check and fees are paid in full.
 7. Passes will not be issued to children or anyone other than the adults listed on the application.

Restrictions

1. Scholarships cannot be used for special programs, events, or promotions, adult athletic leagues, activities not sponsored by the Parks & Recreation Department, or activities with a contracted vendor.
2. **Only (1) one Wollman Aquatic Center 10-punch scholarship pass will be issued per person (ages 4 and up), per summer.**
3. Scholarships are good for one year from the application date. Remaining balances will not be carried over into the next year.
4. A person may receive only **one (1) \$100 scholarship per year.**
5. No portion of a scholarship is transferable to any other person.
6. **Lost passes** purchased with a scholarship will not be replaced free.
7. There are no age restrictions.
8. Scholarship recipients must follow all Parks and Recreation Department rules, regulations, and policies. Failure to do so will result in revocation of scholarship and loss of privileges.