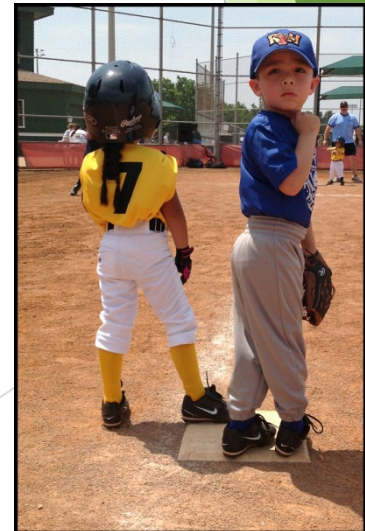


# Scholarship Programs

## Starting or Expanding a Program in your City

Wendy Parker, Athletics Director, CPRP  
Ernie Smith, Facility Manager, CPRP  
Arlington Parks & Recreation



# Steps to Create a Scholarship Program

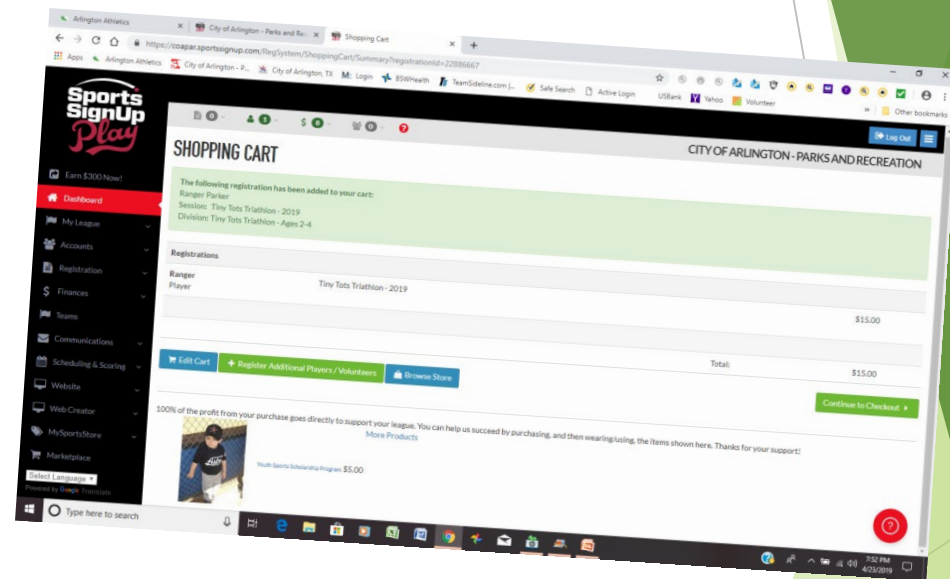
- ▶ Determine the Purpose of Your Program - Why?
- ▶ What purpose will it serve in your community?
  - ▶ **Purpose**  
The City offers recreation scholarships to make recreation programs more affordable to low and moderate income residents. Olathe Community Center, Olathe, KS

# Establish a Budget

- ▶ How much money will you need to start your program.
  - ▶ What is your population?
  - ▶ How many participants do have?
  - ▶ How many schools are on free lunch programs?
- ▶ How much money do you need to keep the fund solvent? This depends on how much funding you want to award annually.

# Secure Funding

- ▶ Corporate Sponsors
- ▶ Individual Donations
- ▶ City Funds
- ▶ Grants
- ▶ Collect Online



# Create the Forms and Deadlines

- ▶ What information will you need on your application?
- ▶ What are the income requirements?
- ▶ Limits per family?
- ▶ How many times a year can you apply?
- ▶ Is it ongoing or once a year?


# Considerations

- ▶ Scholarship applications are processed within five to seven working days.
- ▶ Plan ahead. Your scholarship must be approved before registering for an activity at the discounted rate. There are no holds on classes or refunds on fees.
- ▶ The City notifies applicants by US mail if their application is approved or not approved.
- ▶ You must re-apply for the scholarship program in April of each year. All approved scholarships are effective through April 1st.

# What is the Program Criteria?

## Recipient Criteria

- ▶ Who gets what?
- ▶ Restrictions?
- ▶ Amount Awarded



### Arlington Parks and Recreation Department Al Boenker Sports Scholarship Program

The Arlington Parks and Recreation Department may grant registration fees through scholarships/hardships to children, who without this financial assistance would not be able to participate in one of the youth sports programs. The scholarship program will reduce the registration fee, but will not cover the entire program cost such as uniforms, equipment, etc.

The youth sports scholarship program focuses on providing opportunities for youth to participate in recreational team sports because of the physical, mental, and character-training benefits these programs provide. Scholarship requests must be submitted to the City of Arlington Parks and Recreation Department office during the registration period. **Request for assistance will be made within 48 hours of receiving the application, provided all documentation is submitted as required.**

The scholarship committee, which includes the Athletics Director, Program Administrator and Facility Manager will consider all complete applications received during the registration period. The amount of the scholarship awarded (if any) will be a partial scholarship depending on the number of applicants, and amount of scholarship funds available. Individuals must reapply for a scholarship each season. **No guarantee of assistance is implied in this application. If the number of applications submitted and approved exceeds the amount available, the scholarships shall be awarded by a lottery system.**

**Requirements for eligibility:**

- Athlete must be ages 3-14 and must reside in the City of Arlington. Proof of residency is required. Example: Water bill, electric bill, lease agreement with your name on it.
- Application must be completed by a parent, guardian, or head of household, with all requested information provided.
- **Incomplete applications will not be considered.**
- **Income Eligibility:**

Household Members	Annual Income Less Than
3	
4	\$31,250
5	\$34,700
6	\$37,500
7	\$40,300
	\$43,050

Consideration will be given to eligible youth meeting the criteria below.

**A written request is required.**

- Receiving assistance from programs such as: Food Stamps, Medicaid, SSI, etc. (Must provide written documentation of participation in these programs)
- The City of Arlington does not discriminate based on gender, race, class, economic status, ethnic background, sexual orientation, physical ability, or cultural and religious backgrounds.
- Please note: Approval of a scholarship does not register the participant in the league. You must still register online upon approval.

# Examples Of Sports Scholarships

## Scholarship Qualification Form

- ▶ <https://www.fairfaxcounty.gov/neighborhood-community-services/sites/neighborhood-community-services/files/assets/documents/athletics/scholarship/league%20verification%20form.pdf>

## Scholarship Form

- ▶ <https://www.fairfaxcounty.gov/neighborhood-community-services/sites/neighborhood-community-services/files/assets/documents/athletics/scholarship/youth%20scholarship%20application%20-%20english.pdf>



# Examples Of Sports Scholarships

## Scholarship Application Information - Build A Dream

- ▶ <https://www.naturallyfun.org/buildadream>

## Scholarship Application Form - Youth Sports

- ▶ [https://cdn1.sportngin.com/attachments/document/63dd-1586418/Arlington\\_Parks\\_and\\_Recreation\\_Department\\_Sports\\_Scholarship\\_Program\\_Form\\_2019.pdf?\\_ga=2.12928247.1146125226.1556064555-657395551.1556064555](https://cdn1.sportngin.com/attachments/document/63dd-1586418/Arlington_Parks_and_Recreation_Department_Sports_Scholarship_Program_Form_2019.pdf?_ga=2.12928247.1146125226.1556064555-657395551.1556064555)

# What Is The Program Eligibility?

- ▶ Free or reduced lunch
- ▶ Foster Care
- ▶ Medicaid
- ▶ Reside in your city
- ▶ Age requirement
- ▶ Income
- ▶ Is the funding a guarantee?
- ▶ How many times per year can they apply?
- ▶ How will they apply?

# How To Promote and Measure

- ▶ How do you promote the program?
  - ▶ Flyers, email, on-site, word of mouth, newspaper, schools, social media.
  - ▶ Know your market
- ▶ What is expected of the program in way of measurement?
  - ▶ Demographics (zip codes, schools, age, race, amount awarded, government assistance)



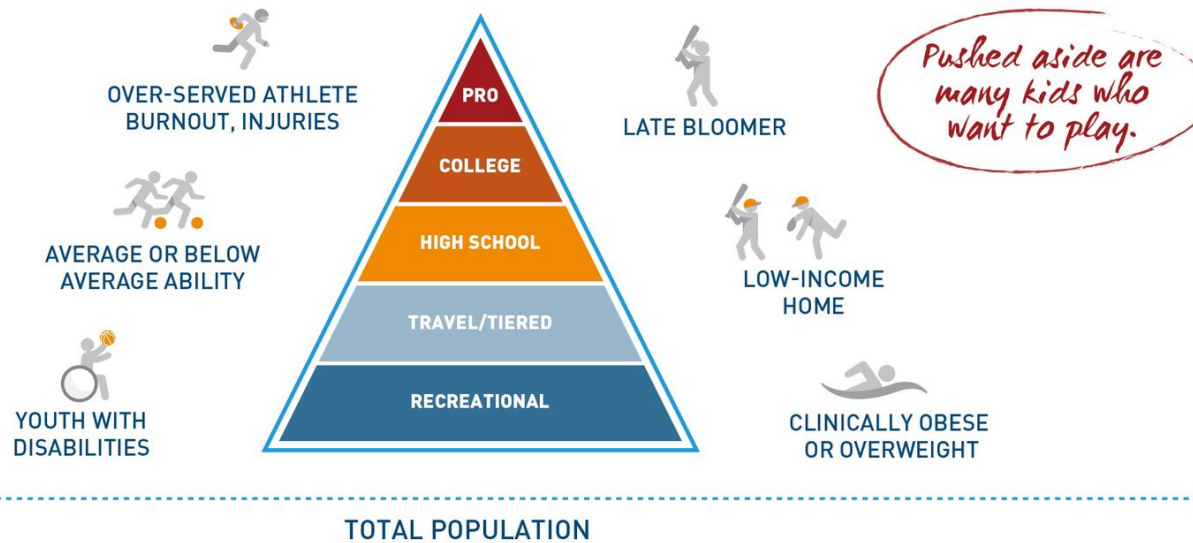
# Selecting Award Recipients

- ▶ How much is allocated?
- ▶ Who makes the decision?
- ▶ Who reviews the applications?
- ▶ What standards are in place?
- ▶ How are they contacted?
- ▶ How is allocation issued?



# AWARD THE SCHOLARSHIP!

- ▶ After all the other steps, the scholarship is awarded.



# Group Discussion

- ▶ Do you have Scholarship Programs in your city?
- ▶ Is it working?
- ▶ List the Pros and Cons of your program.
- ▶ Review program forms

# Is The Program Working?

- ▶ How many people have applied?
  - ▶ Are numbers up or down?
  - ▶ Compare prior seasons/years to evaluate if you are receiving new applications. If not, what can be changed?

# Is The Program Working - Continued?

- ▶ Did you meet your goal?
- ▶ Are you receiving new applicants?
  - ▶ No new applications? Why?



# Is The Program Working?

- ▶ Review Program Results
  - ▶ What are you tracking?
  - ▶ Number of youth served?
  - ▶ Total awarded for the year?
  - ▶ Create program summary to share with potential donors.

# Handouts

- ▶ Build A Dream Program
- ▶ Al Boenker Sports Scholarship &
- ▶ North Texas Ford Scholarship

**BUILD A DREAM SCHOLARSHIP PROGRAM** SPRING/SUMMER SESSION APPLICATIONS ACCEPTED STARTING JANUARY 2019

**SEE MORE SHARE**

**Make your return triumphant.**

**VISIT** **APPLY** **CONTACT**

Relationship: [www.texashealth.org/buildadream](http://www.texashealth.org/buildadream) Complete the application. If funding is available you will be contacted to complete the application process.

**WHAT IS BUILD A DREAM?**  
The Scholarship Program for children four months to 18 years of age is open to youth from many Arlington Parks and Recreation Department youth programs.

**QUALIFICATIONS:**  
Eligible to based upon federal income guidelines and is available to Arlington residents only. Due to limited funding, scholarships will be awarded on a first come, first serve basis. This scholarship cannot be combined with any other scholarship.

**HOW TO APPLY:**  
Visit [www.texashealth.org/buildadream](http://www.texashealth.org/buildadream) and complete an application. Funding is not available until we receive an application. Applications are accepted on a first come, first serve basis. Complete the application and upload your documents to the application portal for faster processing. Up to \$1,000 will be awarded per child.

**The spring scholarship is for new applicants only. If you applied for summer 2018, you cannot apply for spring 2019.**

**ACCEPTED DOCUMENTATION TO VERIFY INCOME:**

- 2017 Federal Income Tax Return
- Current year pay stubs (last four weeks)
- Government assistance award letter (Current Medicaid Card, SNAP award letter within the last six months, SS, Child Income Grant meeting eligibility need)
- Proof of residency (rental/lease, utility bill or lease agreement)

INCOME ELIGIBILITY	Annual Income Less Than*
1 (Unemployed/Nonworkers)	\$20,000
2	\$22,000
3	\$24,000
4	\$27,000
5	\$42,000
6	\$48,000
7	\$48,000
8	\$48,000

\*Annual incomes are subject to change based on HUD guidelines.

For more information, visit the Administrative Office at 717 W. Main St. or call 817-459-5474.

Relationship: [www.texashealth.org/buildadream](http://www.texashealth.org/buildadream) | 12-13 / 92

Questions or Comments?

Thank you!!