

City of Richland Center Parks & Recreation Department

Youth Recreation Scholarship Policy

I. INTRODUCTION

The City of Richland Center Parks & Recreation Department has established the following policies and procedures to award partial scholarships toward the registration fee of youth recreation programs for low-income families. The Department reserves the right to modify these policies and procedures and to develop and enforce such additional rules and regulations as may be required for the benefit of other participants in recreational programming.

The scholarship will not be granted until reviewed by the Director of Parks & Recreation. Decisions will be based on the guidelines approved by the Park Board and if allowable in the current year's budget.

II. DEFINITIONS

1. **Eligible Applicant:** These are applicants whose primary residence is within the Richland School District boundaries. City of Richland Center Residents living more than 50% of the year outside of the Richland School District are not eligible. Child applying for scholarship must be eligible for the federal free or reduced lunch program. Must reside within City of Richland Center.
2. **Eligible Programs:** These include youth recreation programs designed for ages 3-12 (or grades PreK-8). This may include athletic and enrichment programs, team sports, camps, and clinics. *Facility Rentals and Swimming Pool Memberships are NOT eligible for scholarship consideration.*
3. **Scholarship Amounts:** Awards are limited to a maximum of 50% of the listed program registration fee.

III. SCHOLARSHIP RULES & REGULATIONS

1. Scholarship recipients are expected to participate in the program as all other participants do. Recipients must understand that they are taking up space in a program and if they are not planning to attend a full session should advise staff immediately so that their spot can be taken by another participant.
2. Those recipients not following program rules will lose their scholarship and be asked to leave the program. In addition, all future scholarship requests must be made directly to the Park Board before registrations are allowed.
3. Scholarship applicants must provide 1 copy of a current letter from the Richland School District confirming that the child applying is eligible for the federal free or reduced lunch program.
4. Scholarships are limited to \$50 per child per season, with the maximum of \$150 for any family per season.

IV. APPLICATION PROCEDURE

1. Request a copy of a Free or Reduced Lunch eligibility letter from the Richland School District. The letter must include the child's name and address of who is applying for the scholarship.
 2. Turn in a copy of the letter along with your Recreation Registration Form.
 3. Pay for the remaining balance (50% of program fees) upon scholarship approval.
- If you have questions regarding this program, please contact the Park & Recreation Director. All scholarship applicant information will remain confidential.

This policy was reviewed and enacted by the City of Richland Center Park Board on May 13th, 2024.