



Pendleton Parks and Recreation
RECREATION PROGRAM
Application for Financial Assistance
For Ages 18 and under

Participant's Name: _____ **Age:** _____

Address _____
Street City State Zip

Phone Number: _____ **Email:** _____

Program requested for Scholarship: _____ **Start Date:** _____

Primary Guardian: _____ **Employer:** _____

Secondary Guardian: _____ **Employer:** _____

Total Family Yearly Income (include child support and other forms of income if applicable): _____

(A copy of your most recent Federal Tax Return (Form 1040) or other accepted form is required to verify your income. Application will not be processed until income verification form is received (please attach to your application))

Number of Children living in household: _____

Number of Adults living in household: _____

One of the following forms of documentation is REQUIRED — see reverse for guidelines.

- Most recent Federal tax form**
- DHS printout (with in the last 2 weeks) + last 3 months paystubs**
- other (specify) _____**

Application will not be accepted unless completely filled out and have documents attached.

I certify that I have read and understand the requirements to receive financial assistance for recreation activities, that I have provided accurate information about my income and family, and that I am eligible for this assistance.

Signature

Date

Application is not valid with out signature.

Please allow up to 5 business days for processing.

Mail or bring form, docs & payment to: Pendleton Parks and Recreation Center, 510 SW Dorion Ave, Pendleton OR 97801

FOR OFFICE USE ONLY:

Date Received: _____

Date Approved: _____

Regular Program Fee: _____

Scholarship Amount/%: _____

Total Participant Fee: _____

Date Paid: _____

Received by: _____

Procced by: _____

Family Notified ____/____/____

Entered into Active: ____/____/____



Pendleton Parks and Recreation **RECREATION PROGRAM** **Application for Financial Assistance** For Ages 18 and under

Pendleton Parks and Recreation recognizes that some participants require financial assistance in order to participate in certain recreational activities. The information requested on this form is confidential and is necessary to help determine the degree of need for each applicant. Scholarships cannot be used for rentals, drop-in programs, or contracted classes. Funding is available for those persons who qualify by filling out this one page form. Applicants may include a letter for further explanation of unusual circumstances.

Applications are good for the duration of the fiscal year from July 1st-June 30th.

- Income documentation showing **total household income** and total adults and children in family is **REQUIRED**.
Income documentation if required of all adults supporting the household.
- A Federal income tax form filed in the current year or a DHS printout are preferred documentation. If you are receiving any benefits from DHS (such as food stamps), they will provide a print out that meets our documentation requirements. This print out must not be more than 2 weeks old.
- A completed financial Assistance form for each child must be submitted with application indicating which classes are being requested, in order of preference.
- Student is not officially enrolled in any class until payment is received.
- Financial qualification does not automatically equal an award.
- All awards are dependent upon available funding and not all programs are eligible for assistance.
- Scholarships are limited to one (1) per participant per quarter, with a maximum of one child care program (ASP or SAC) and one program scholarship awarded. In addition, due to budgetary constraints, a limited number of scholarships may be available each year, further reducing the number that may be awarded.
- Applicants must complete the form in full and return it to the Parks & Recreation Center prior to processing

DEFINITIONS

“Family” means head of household and spouse or partner, children of either, and any other persons who are claimed on the head of household’s most recent Federal tax form. This includes domestic partnerships and civil unions.

“Income” means gross income, including overtime, before deductions for income tax, employee’s social security taxes, insurance premiums, bonds, etc. (Form 1040, line 22; Form 1040A, line 15; Form 1040EZ, line 4)

Income Includes: Cash from salary (including overtime), wages, fees, net income from farm and non-farm self-employment, social security (incl. SSI for disabled individuals), dividends or interest on savings or bonds, estates, trusts, or net rental income, public assistance or welfare payments, unemployment compensation, government civilian employee or military retirement payments, or veteran’s payments, private pensions or annuities, alimony or child support payment, and regular contributions from persons not living in the household.