City of Leesburg Recreation Department
Scholarship Program Form
1851 Griffin Rd Leesburg, Florida 34748
Phone: (352) 728 9885 Fax: (352) 326 6625
Email: Recreation.Dept@leesburgflorida.gov
Website: www.leesburgflorida.gov

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RECREATION SCHOLARSHIP PROGRAM

A separate scholarship application form must be submitted for each child, and individual applications should be submitted a minimum of **two weeks prior to the requested program's start date.**

PARTICIPANT INFORMATION

_____ _____ _____
First Name Last Name Age

_____ _____ _____
Street Address City Zip Code

PROGRAM REQUESTED: _____

PARENT / LEGAL GUARDIAN INFORMATION

Father's or Legal Guardian Name: _____ Home Phone: _____ Cell Phone: _____

Mother's or Legal Guardian Name: _____Home Phone: _____ Cell Phone: _____

E-mail Address _____

Number of household members **UNDER** 18 years of age: _____ Number of household members **OVER** 18 years of age: _____

INCOME INFORMATION

Please check:

☐ * Proof of **ALL** household income. (Ex. – Income tax from previous year, last 4 paystubs, any other type of income to include local, state or federal assistance, child care assistance, food stamps, AFDC, SSI, SSD, etc.); Monetary child support/alimony (if applicable).

☐ * Proof of in-city residency (Utility Bill)

Please give a brief statement of reasons for applying for assistance:

_____

_____

_____

_____

Have you received a City of Leesburg Recreation Scholarship in the past? _____ If so, when? _____

I/We, the undersigned, understand that the information given will be kept confidential. The information provided is true and complete to the best of my knowledge and belief. I consent to the disclosure of such information for purposes of income and verification related to my/our application for financial assistance. I understand that any misrepresentations on this form will be grounds for disqualification. ***I agree to pay any outstanding balance I have on my household account after all scholarship money has been applied.***

_____ _____
Signature Date

DEPARTMENT USE ONLY

Date Received _____ Date Reviewed _____ Approval/Denial _____ Amount Awarded _____ Department Head _____

Qualifying gross income for low income families with children:

Receive 50% of registration fee	Receive 25% of registration fee
One or Two children $0 - $27,000	One or Two children $27,001 - $40,000
Three children $0 - $33,000	Three children $33,001 - $45,000
Four children $0 - $40,000	Four children $40,001 - $50,000
Five children + $0 - $45,000	Five children + $45,001 - $56,000

REQUEST FOR SCHOLARSHIP FORM

The Leesburg Recreation Department is proud to offer a Scholarship Program for children in the City of Leesburg. The Recreation Department has obtained funds for the purpose of granting the children of low income families a chance to participate in programs sponsored by the Leesburg Recreation Department. If you have a child or know of a child who would qualify under the guidelines below, and would like to register for a program sponsored by the Leesburg Recreation Department, simply fill out the application and return it to the Leesburg Recreation Department with verification of your household income. All information is confidential. Our main objective is to provide all children in our community an opportunity to participate. Children may qualify for one program per season. If you have any questions, please call 352.728.9885.

1. Need is the primary criteria upon which scholarships are considered. Accepted participants are expected to pay at least 50% of the registration fee. No full scholarships will be awarded.
2. Scholarships are not guaranteed and are available on an as-needed basis.
3. Leesburg Recreation cannot provide scholarships for programs when primary costs are contractual (such as trips or performances, tickets or travel leagues).
4. Leesburg Recreation reserves the right to limit the amount of scholarships awarded to a household. No individual will be awarded more than $200 per calendar year.
5. Approval of any scholarship application does not automatically register that person into the program of choice. Registration for any program is the responsibility of the family requesting assistance. All payments must be received prior to registration deadlines.
6. Scholarship applications will be accepted up until the end of registrations for that program.
7. Confidentiality: All information provided will only be used to determine the level of scholarship awarded.
8. Foster children are eligible providing they are living in a resident household; fees will be based upon income level of the host family.

ELIGIBILITY (Leesburg City Residents only)

- Scholarships are not available to non-residents. The child's parents or legal guardian must be the Leesburg resident.
- Proof of City residency required (this means residing inside Leesburg city limits, not just having a Leesburg mailing address)
- For children of legal guardians, the court order establishing legal guardianship must be provided.
- Only those under 18 years of age are eligible for scholarship assistance.
- **Proof of income** – All applicants must show proof of income, such as most recent income tax return, last four (4) payroll stubs, or a letter from the appropriate social service agency.

APPLICATION PROCESS

- Complete the Scholarship Application Form (one form per child per activity please). All information requested must be supplied. Incomplete forms will not be considered.

Applications and attachments should be submitted to:

Leesburg Recreational Complex
1851 Griffin Road
Leesburg, FL 34748

Telephone: 352.728.9885
Fax: 352.326.6625
Email: Recreation.Dept@leesburgflorida.gov

**All information submitted will remain confidential.*