
Round Rock Parks and Recreation Youth Scholarship Program

Information and Application Form

October 1, 2022 – September 30, 2023

STEPS FOR YOUTH SCHOLARSHIP:

- 1- Read guidelines and criteria for scholarship.
- 2- Apply for scholarship funding a **minimum** of two weeks before program start date.
- 3- Wait for notice of acceptance into scholarship program.
- 4- Register for class (es) and pay participant responsibility.
- 5- HAVE FUN!

2022 - 2023

Return completed application form, supporting materials and a completed program registration form to:

Round Rock Parks and Recreation **OR**
301 W. Bagdad, Suite 250
Round Rock, TX 78664
512.218.5540

Clay Madsen Recreation Center
1600 Gattis School Rd
Round Rock, TX 78664
512.341.3395

FY22-23 - Guidelines and Criteria

The Round Rock Parks and Recreation Department Youth Scholarship Program provides financial aid for eligible City of Round Rock youth, up to and including age 21*, who are without the financial means, and opportunity to participate in any Parks and Recreation classes, programs and activities.

1. Scholarship money is awarded on a first come/first served basis. Application and approval does not register your child in the class.
2. Upon scholarship approval, funding is not guaranteed; scholarship is awarded as registrations occur.
3. Maximum amount given per fiscal year will be \$200/child (pending funding availability). Scholarships will be granted only if funds are available and can be used October 1, 2022 - September 30, 2023 and scholarships **MUST be used by Sept 30th or will be lost.**
4. Youth scholarship program will pay 80% of user fee. Participant responsibility is 20% of user fee.
5. Scholarship cannot be used toward balances on account from prior registrations or reimbursements. You ***must be approved in program prior*** to program registration.
6. Youth Scholarships are for youth 17 and younger, *children with special needs (as specified by school district) 21 years and younger. Scholarships can be used for lessons, programs and activities offered by Round Rock Parks and Recreation except facility admission fees.
7. Applicants must be residents living within the city limits of the City of Round Rock. Individual **must provide a copy of a water bill or lease agreement/bill of sale (property) and a valid driver's license/state I.D. Card.** PARD team members will then use the city's data base, Maps Co, or Williamson County Appraisal District website to verify residency. Please be aware there are areas in the city that are not city residents; they are MUDs.
8. Applications must be completed and received in the Parks and Recreation Department office located at 301 W. Bagdad, Suite #250, Round Rock, Mon-Fri: 8am-5pm OR Clay Madsen Recreation Center administrative office at 1600 Gattis School Rd., Mon-Fri 8am-6pm, OR via fax to (512) 218-5548 OR email to pardcustomerservice@roundrocktexas.gov a minimum of two weeks before first day of program.
9. All application and financial information provided are considered private and will be kept confidential.
10. Applicants will be notified either by email or phone as to the outcome of their scholarship request.
11. Failure to attend an activity or program that has been paid through the scholarship program without proper notice may jeopardize future scholarship funding for

the family. Upon the second no show in one year (Oct 1 - Sept 30), recipient will not be allowed to participate in program and will be withdrawn.

12. Persons applying for scholarship funding must meet certain income limits to qualify for scholarship funding. **Applicant must show proof of income by attaching one of the following to the scholarship applications.**
 - a. Verification letter indicating the applicant qualifies for Free or Reduced Hot Lunch Program.
 - b. Most recent copy of the family's Federal Income Tax Form. **Please *black out Social Security Number.***
 - c. Verification letter indicating the applicant qualifies for Medicaid.

Income Eligibility Guidelines

Household Size	Income Eligibility Limits	Household Size	Income Eligibility Limits
1	\$25,142	5	\$60,070
2	\$33,874	6	\$68,802
3	\$42,606	7	\$77,534
4	\$51,338	8	\$86,266
Each additional child add \$8,732			

***Income limits based on Texas Reduced lunch program SY22-23 guidelines. ***

13. We understand that from time to time families may encounter some unforeseen and unfortunate circumstances, emotionally or financially. If you feel you need scholarship assistance, but do not meet the income guidelines, please attach a letter to your application form stating your circumstances. These are special circumstances and will be handled on a case-by-case-basis.
14. Round Rock Parks and Recreation Department reserves the right to verify all information contained on the application form in order to grant, deny or revoke any scholarship monies.
15. Questions should be directed to the Round Rock Parks and Recreation office, 512.218.5540.
16. **In the event the participant cancels or withdraws from the class, program or camp the scholarship funding is lost and not transferable.**

FY22-23 - Round Rock Parks and Recreation Youth Scholarship Application *-one per child*

Applications must be completed and received in the Parks and Recreation Department office located at 301 W. Bagdad, Suite #250, Round Rock, TX OR Clay Madsen Recreation Center 1600 Gattis School Rd OR via email pardcustomerservice@roundrocktexas.gov or faxed to (512) 218-5548 a **minimum** of two weeks before the first day of program. You will be notified once application is approved.

PLEASE PRINT

PARENT/GUARDIAN NAME: _____ DATE OF BIRTH: _____

PARTICIPANT NAME: _____ DATE OF BIRTH: _____

MALE OR FEMALE

ADDRESS: _____

CITY: _____ ZIP CODE: _____

BEST CONTACT #: _____ OTHER # _____

EMAIL: _____

EMERGENCY CONTACT NAME & NUMBER: _____

ETHNICITY: Circle the one that applies

- White
- Am. Indian/Alaskan Native (AI)
- Asian & White (AW)
- Asian
- Black/African American & White (BW)
- Other Multi-Racial (O)
- Hispanic
- Native Hawaiian/Other Pacific Islander (HI)
- Black/African –Amer.
- Black/African - Amer. Indian/Alaskan Native & White (IAW)

Acknowledgement of Correct Information: I acknowledge that the information contained on this application is accurate and correct. I hereby give permission to the Round Rock Parks and Recreation Department to verify this information. I understand that if any information on this application form is found to be incorrect, my privileges of applying for scholarship funding could be revoked. I understand that I must provide income and resident information as required to qualify for scholarship.

I understand that approval for Scholarship funding DOES NOT GUARANTEE scholarship funding; money is distributed upon my return for registration and I have READ the Guidelines and Criteria for the Scholarship program.

Signature of Parent/Guardian: _____ Date: _____

FY22-23 - For office use only, applicant does not complete: (Check all that apply)

Intake team member printed name / receipt date: _____

- Photo ID provided
- Residency Verified

Income Justification Attached

- School District Letter for Free or Reduced Hot Lunch
- Current Year's Tax Return
- Medicaid Letter/Card - ***Attach copy of bill to verify residency**

YOUTH SCHOLARSHIP ADMINISTRATION:

Request is: Approved Denied Notified Date: _____

Class Adjustments Made & Date: _____

Signature of Parks and Recreation Manager: _____ Date: _____