

Policy and Procedure

Subject: Youth Scholarship program		Page: 1 of 1
Section: C Item: 21	Approved: 2003 Revised: February 2023 Revised: August 2024	Authority: Department

A. Purpose

The purpose of this policy and procedure is to standardize and clarify the Youth Scholarship program. The Fort Wayne Parks and Recreation Department will offer program scholarships for qualified children as funds are available. These funds are made available through generous donations by individuals and organizations.

B. Policy

- B-1 Youth Scholarship recipients must be 17 years of age or younger.
- B-2 The participant's family must provide proof of income eligibility. Acceptable documents to prove eligibility are limited to:
 - A copy of the applicant family's most recent U.S. Internal Revenue Service Tax Return showing full household income.
 - Qualifying families will have a total gross household income that falls below the USDA income guidelines for free lunches.
 - The above method is preferred, but an official letter indicating food stamp status will be accepted.
- B-3 Each participant may register for one activity (a class or one week of camp) up to \$75 per calendar year.
- B-4 The scholarship may be used for registration fees only. The scholarship cannot be used for Zoo Camps or Zoo programs.
- B-5 Scholarship funds cannot be used for late fees.
- B-6 Exceptions to the above policy may be approved on a case-by-case basis by Parks and Recreation management.

Revised 8/1/2024