



# City of Lincoln Recreation

*The City of Lincoln recognizes the important impact a summer program can have on young people, introducing them to a new sport, a new activity, a new past time. Because we want all children to have the positive experience our programs offer, the City of Lincoln Recreation Department offers scholarships for families who cannot afford the registration fees. We make every effort to provide enough support so that no child is denied participation in camp due to lack of funds. Please read the following instructions completely before filling out the application. Only completed applications will be accepted.*

Guidelines have been established to assist resident families. Mayor's Cup Scholarships are **based on need, merit, and available funding.**

## Guidelines

1. Each eligible participant generally receives up to \$250 per calendar year upon completion and approval of application.
2. Eligible participants may receive assistance for up to 50% of the program cost.
3. Scholarship applications and appropriate documentation must be completed and submitted 14 (fourteen) business days prior to the first day of the activity for which assistance is requested.
4. Scholarships are awarded only for registration fees, not supplies or other costs.
5. Scholarships will not be applied to past registration.
6. Any past-due Lincoln Recreation accounts must be current before a scholarship application is considered.
7. Scholarship recipients are responsible for their own transportation to and from activity sites.
8. Scholarship recipients who do not attend the activity regularly may be ineligible for future scholarships.
9. Refund and cancellation policies apply towards the portion the recipient/parents paid for only.
10. To use any portion of the scholarship, you must notify staff at the time of registration.

## Eligibility

If the applicant has been awarded and used the Mayor's Cup Scholarship funding in the current calendar year, the applicant is **not** eligible to apply. To determine eligibility for a scholarship, answer the following questions:

1. Does the youth live in the City of Lincoln?
2. Is the youth 18 years of age or younger and not yet graduated from the 12<sup>th</sup> grade?
3. Can the youth commit to attend/participate in 80% of the activity?

You must also qualify for or be receiving assistance from one or more of the Federal/State/County Programs listed:

1. Temporary Assistance for Needy Families (TANF)
2. Aid for Dependent Children (AFDC)
3. Foster Care
4. Medicaid
5. Food Stamps/CalFresh Program/Supplemental Nutrition Assistance Program (SNAP)
6. California Work Opportunity and Responsibility to Kids (CalWORKs)
7. Kinship Guardianship Assistance Payment Program (Kin-GAP)
8. Unemployment through job loss over 90 days (proof of unemployment benefits)

If you answer "yes" to the above three eligibility questions and are receiving assistance from a Federal/State/County program, you are eligible for a Mayor's Cup Scholarship. You will need to provide documentation, such as a copy of a CalWORKs card, from one of the other eligible programs.

The Mayor's Cup Scholarship is available for up to two participants per household.

## **Nondiscrimination**

Participants eligible for the Mayor's Cup Scholarship will remain confidential and treated in the same manner as those who pay full price for the same service. No family will be discriminated against because of race, color, gender, religion, nationality, ethnic origin, or disability.

## **Confidentiality**

All Mayor's Cup Scholarship applications and attachments are confidential and shall be used exclusively for the scholarship program and for no other purpose. The parties or their respective attorneys shall not disclose the applications and attachments to any person, corporation, firm, or entity except as provided by law. None of the parties hereto shall disclose the terms of these applications and attachments or provide an original or a copy of all, or any portion thereof to anyone, except for the following:

1. To the extent necessary to obtain tax advice or file tax returns concerning the program.
2. To the extent necessary to comply with a lawful order or process of a court of competent jurisdiction.
3. To the extent necessary to comply with the application process.
4. Upon written consent of the parties or a request for information from an authorized taxing authority.
5. To comply with a lawful California Public Records Act request.

## **To Apply:**

1. Complete the Mayor's Cup Scholarship application. An application must be completed for each youth. Applications are reviewed on a case-by-case basis. Application must be signed by a parent/guardian.
  - a. Attach the official document(s) signifying for which program the child is receiving aid. If such documents are unavailable, a school employee, social worker, or caseworker must sign the form to verify qualification.
  - b. Attach proof of Lincoln residency, such as a copy of a recent utility bill.
2. Completed application and required documentation must be submitted 14 (fourteen) business days prior to the first day of the activity for which assistance is requested to the City of Lincoln Recreation Department at 2010 First Street, Lincoln, CA 95648 or emailed to [recreation@lincolnc.gov](mailto:recreation@lincolnc.gov). Incomplete applications and lack of documentation will be considered incomplete, and the application will be denied. For questions regarding the application, please call 916-434-3220.
3. The City of Lincoln Recreation Department will notify the applicant upon approval/denial of the Mayor's Cup Scholarship application.
4. Upon approval of the Mayor's Cup Scholarship, applicants may register for an activity, if space is available, at the Lincoln Community Center (2010 First Street, Lincoln, CA 95648). The Mayor's Cup Scholarship recipient or recipient's parent/guardian must pay the remaining amount of the activity registration at the time of registration.

## **Examples of How the Mayor's Cup Scholarship Can Be Applied:**

### **Example #1:**

- Activity #1. Registration is \$210; the Mayor's Cup Scholarship covers \$105. The recipient pays \$105. \$145 is available to use on other activities within the 12 months.
- Within the same calendar year, activity #2 Registration is \$250. The Mayor's Cup Scholarship covers \$125. The recipient pays \$125. \$20 is available to use on other activities for the remainder of the current calendar year.
- Note: The applicant/recipient may apply for another Mayor's Cup Scholarship after the current calendar year. Unused funds do **not** roll over into the next calendar year.



## City of Lincoln Application for the Mayor's Cup Scholarship

Applicant Information				
Child's Name			Date of Birth:	
Street Address				
City, State, ZIP Code				
School		Teacher:	Grade:	
Parent/Guardian Information				
Parent/Guardian Name(s)				
Phone Number		Email		

Is the applicant currently receiving a scholarship through another program? Yes  No

If yes, please list the source and amount: \_\_\_\_\_

Has the applicant participated in a City of Lincoln recreation activity before? Yes  No

If yes, which activity(s) and when? \_\_\_\_\_

Has the applicant previously received a Mayor's Cup Scholarship? Yes  No

If yes, what year? \_\_\_\_\_

Which activity/activities are you seeking a Mayor's Cup Scholarship for?

Activity Name	Activity Code	Activity Dates	Fee

Will your child be able to participate in the above activity(s) if you do not receive a Mayor's Cup Scholarship?

Yes  No

### Qualification for the Mayor's Cup Scholarship is based on the following:

(Check one and submit the appropriate documentation, such as a copy of card, with the application. Lack of documentation will be considered an incomplete application and the application will be denied.)

Temporary Assistance for Needy Families (TANF)
Aid for Dependent Children (AFDC)
Foster Care
Medicaid
Food Stamps/CalFresh Program/Supplemental Nutrition Assistance Program (SNAP)
California Work Opportunity and Responsibility to Kids (CalWORKs)
Kinship Guardianship Assistance Payment Program (Kin-GAP)
Unemployment through job loss over 90 days.

If appropriate documentation is not available, the undersigned verifies that the applicant is qualified for the program circled above:

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Print Name

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Title/Agency

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Signature

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Phone Number

## Agreement

The facts outlined in this application are accurate and complete. I understand that false statements on this application shall be considered sufficient cause for disqualification from financial assistance. The City of Lincoln Recreation Department is authorized to research my qualifications for scholarship financial assistance by contacting the references listed above. I understand that I will be contacted when the application has been approved or denied.

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Signature of Parent/Guardian

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Date

<b>For Office Use Only</b>			
Date Rcvd:	Rcvd By:	Registration Processed:	Yes [ ] No [ ]
Approved [ ] Denied [ ]	Signature:		Date:
Notification – Date:	Initial:	By: Letter [ ] Phone [ ] In Office [ ] Email [ ]	

Program Registration Fee	\$		
Amount parent/guardian can pay	\$		<b>Note:</b> 50% of total fee must be paid at time of registration, or your child will not have a space held in the program.
Amount from other sources	\$		In some cases, there will be a remainder balance. This can go on a payment plan, with credit card only.
Amount requested <i>cannot exceed 50% of registration fee</i>	\$		Set deductions will take place twice a month until balance is paid in full.