

2015 Summer
FRIENDS OF SANTA CLARA PARKS AND
RECREATION DEPARTMENT
YOUTH FINANCIAL GRANTS AVAILABLE

Q. Why does the Friends of Santa Clara Parks and Recreation Department Youth Financial Grant Program provide financial assistance?

A. The Friends of Santa Clara Parks and Recreation Department Youth Financial Grant Program offers resident youth financial assistance for registration fees to ensure all young people have equal access to the benefits of participating in recreation activities. The Friends of Santa Clara Parks and Recreation Department Youth Financial Grant Program continues to “Create Community through People, Parks and Programs” by focusing on its mission to:

1. Provide positive recreation experiences
2. Promote health and wellness
3. Increase cultural unity
4. Strengthen community image and sense of place
5. Foster human development

Q. Who is eligible to receive a Youth Financial Grant?

A. Santa Clara residents who meet eligibility requirements may apply for financial assistance to cover or offset the expense of Parks and Recreation Department program registration fees for youth, ages 17 and under.

Q. What is the maximum benefit of the Friends of Santa Clara Parks and Recreation Department Youth Financial Grant Program?

A. Eligible residents may be granted up to \$200 per family member (maximum of two family members), 17 years or under, annually. Once eligibility has been determined, the benefit of the Friends of Santa Clara Parks and Recreation Department Youth Financial Grant is valid for the 2015 Summer Recreation Programs. Program resources are limited and subject to availability of funds.

Q. What programs can a child participate in with a Friends of Santa Clara Parks and Recreation Department Youth Financial Grant?

A. Youth and Teen summer recreation classes and activities sponsored by the City of Santa Clara Parks and Recreation Department.

Q. Is there anything the Friends of Santa Clara Parks and Recreation Department Youth Financial Grant Program does not fund?

A. The Friends of Santa Clara Parks and Recreation Department Youth Program does not fund adult or senior programming, special events or non-City of Santa Clara sports leagues (i.e., AYSO, Pop Warner, Little League).

Q. In order to qualify for the Friends of Santa Clara Parks and Recreation Department Youth Financial Grant, what is the application process?

A. Applicants must:

1. Be a City of Santa Clara resident

and

2. Qualify for the Free or Reduced Lunch Program through the Santa Clara Unified School District or Cupertino Union School District. If your family has been approved for the Free or Reduced Lunch Program or Latchkey Program by the Santa Clara or Cupertino School Districts, you must provide a copy of your approval letter with your registration materials.

and

3. Show two forms of Santa Clara resident identification at the time of application (i.e., driver's license, utility bill, check cashing card).

Completed forms must be submitted at the Community Recreation Center, 969 Kiely Boulevard, with proof of residency for processing.

Q. As a Friends of Santa Clara Parks and Recreation Department Youth Financial Grant participant, what additional registration information should I be aware of?

A. Friends of Santa Clara Parks and Recreation Department Youth Financial Grant participants do not receive priority registration nor are they exempt from the Santa Clara Parks and Recreation Department refund / transfer policy. Financial Grants can only be used for registration fees required for the activity and are not redeemable for cash. Please become familiar with the registration information in the Activities Guide and follow the registration procedures accordingly.

Proof of residency (in two forms of identification) is required each time a Youth Financial Grant is applied for.

For additional information, call
Santa Clara Parks and Recreation Department
(408) 615-3140.

**City of Santa Clara
Friends of Parks & Recreation
Youth Financial Grant Application**

Applicant Name (Adult/Main Contact): _____

Child's Name: _____

Address: _____

Phone number: _____

Clients must provide the following when requesting Youth Financial Grant:

- Proof of City of Santa Clara Residency (2 forms of ID are required).
- Proof that the child is enrolled in a School District Latchkey Program or a Lunch Program.
- Completed class registration form.
- Payment for fees in excess of amount covered by Youth Financial Grant.

Grants are available to City of Santa Clara residents whose children participate in the Free or Reduced School Lunch Program in Santa Clara Unified School District or Cupertino School District.

The Grant provides a maximum of \$200.00 per child per year. A maximum of 2 children per family can receive funds each calendar year. **Funds for 2015 are available for Summer registration only.**

Program resources are limited and subject to availability of funds.

For Office Use Only

Front Desk Staff

Grant Processing Staff

- Check ID (two separate documents are required) for proof of residency. Must be a Resident of Santa Clara.*
- Make copy of proof of enrollment in SCUSD or Cupertino School District Free Lunch Program courses and attach to registration form.
- Confirm that Grant has not already been issued in the current calendar year in Class.
- Enroll child/children in requested courses.
- Enter payment for programs, minus Youth Financial Grant amount in Class.
- Record "amount due" on bottom of Registration Form.
- Place Reg. form with proof of eligibility in Nancy Velasco's box.

- Confirm that Grant request does not exceed available funds by updating spreadsheet. (I:Parks/Grants/Friends of SC Parks and Recreation).
- Apply funds to client account using "Friends" payment type.
- Confirm application of funds with client.
- Mark final payment entry on registration form and file.
- File this application form and proof of eligibility (letter from School District) in Friends of SCPRD File.
- Copy the registration confirmation.

Date: _____ Initial: _____

Date: _____ Initial: _____

*Grandparent rule does not apply for residency. School district boundaries do not qualify for residency. Only Santa Clara residents in a Free or Reduced lunch program qualify.