



LFUCG Parks and Recreation Athletics Scholarship Policy

1. Overview

The policy described herein is designed to define the Parks and Recreation Scholarship Program and to establish procedures for processing scholarship applications and approval.

2. Scope

This policy applies to all qualifying youth participants in pre-approved, partnered athletics programs throughout Fayette County. It does not include internal Parks and Recreation Athletics programming. This Program is designed to supplement Program and Organizations scholarship programs.

3. Policy

3.1. Funding

Program will operate on Fiscal Year, as funds are available.

3.2. Scholarship Offering

Qualified youth (18 and under), who are involved in Athletics programming and whose accounts are in good standing with LFUCG, may receive up to 25% scholarship towards the cost of a program/activity. A maximum offering of \$250 per participant is allowed per Fiscal Year.

Program/Organization must be local (based in Lexington, Kentucky) and provide structured sports programming.

All sport organizations that have a current written agreement with the Parks and Recreation Athletics Office will accept participants who partake in the athletics scholarship program.

3.3. Scholarship Offering Timelines

Applications for scholarships will only be accepted during each organization's registration window for a particular program.

3.4. Distribution of Scholarships

Scholarships are limited to current Fiscal Year funding. Parks and Recreation Athletics Office will maintain a database of youth scholarship funding. Distribution of scholarships are determined by the following:



3.4.1. Organizational Requirements

All participating programs/organizations must apply through Parks and Recreations Athletics office. Programs/Organizations will determine the number of scholarships that will be offered, up to the maximum allowed by Parks and Recreation Athletics Office.

A database of program/organization contact information, participant contact information, and scholarship amounts distributed to programs/organizations and participants will be maintained by the Parks and Recreation Athletics office.

Participating programs, depending on the price of the program, will be required to contribute partial scholarships to approved participants in addition to the Parks and Recreation Scholarship.

<i>Registration Cost</i>	<i>Scholarship Match</i>
\$0-\$200	0%
\$201-\$300	10%
\$301-OVER	25%

Approved programs/organizations will distribute scholarship information to youth interested in participating in their program/ organization.

Parks and Recreation will accept applications from program participants. Applications can be accepted by mail or in-person to Parks and Recreation Athletics Office, 469 Parkway Drive, Lexington, KY 40504, by fax at 859-288-2999, or by email to parksathletics@lexingtonky.gov. Incomplete applications and those not meeting the criteria will not be considered. Scholarship recipients will be notified by email no later than five (5) business days after their application has been received by Parks and Recreation Athletics Office for their specific sport. A confirmation email will be sent to the program/organization of those approved or denied. The scholarship program is separate from the registration process, and application or receipt of a scholarship does not guarantee space on a specific team or league. Any additional fees (including late fees) are the responsibility of the participant and/or the program/organization.

3.4.2 Organization Participation

Youth sport programs/organizations may register with Parks and Recreation Athletics Office.

Fill out the application.

Sign the agreement.

The agreement requirements from the organization:



- Signed agreement on file with Parks and Recreations agreeing to allow participants of the scholarship fund to participate in their program/organization
- Inform its participants about the LFUCG scholarship fund
- Confirm payment from the participant at the discounted rate
- Submit invoice to Parks and Recreation Athletics Office for Scholarship reimbursement
 - List all participants on the LFUCG Athletics Scholarship

3.4.3. Individual/Participant Requirements

To qualify, parents/guardians must complete the Financial Assistance/Scholarship Form and must provide proof of eligibility. KTAP, medical assistance cards, documentation of foster care, or other proof of government assistance is acceptable as proof of eligibility. Families must apply/reapply for financial assistance every fiscal year.

The maximum amount of scholarship funding that can be received per fiscal year is \$250 per youth participant and \$500 per household per fiscal year. Households with multiple dependents may elect to lessen scholarship amount (25%) per participant in their respective organization.

Appeals for denial of financial assistance or requests for additional financial assistance may be made in writing to Parks and Recreation, Director, 469 Parkway Drive, Lexington, KY 40504.

3.5 Distribution of Payment to Organization

3.5.1 Invoice and payment

The Athletics Office will send weekly updated reports of approved and denied scholarship recipients to the organization. In addition, at the end of the registration period, Athletics Office will send a conclusory report of all participants approved for the program/organization of approval. Program/Organization will provide proof of purchase by the participant at discounted rate and supply an invoice to Parks and Recreation for the scholarship amount once the registration period is over. Program/Organization shall only invoice for scholarship funds once participants have paid their balance in full. Parks and Recreation will mail a check in that amount to program/organization at the conclusion of the organization's registration. Parks scholarships must be invoiced within 30 days after the conclusion of agency's registration period. A purchase order, invoice, and supporting scholarship roster will be sent to the finance department for check distribution.

