

Need-Based Scholarship Application for 2020-2021 Arts Center Programs at Portland Parks & Recreation

- **Important: see reverse for full instructions.**
- Please fill out all sections and provide proof of income with your application (see instructions). We are unable to accept incomplete applications.
- One form per participant, please. Please submit an application form for each site at which you are requesting a scholarship.
- Summer term activities require a different form; your scholarship request is not automatically carried forward into Summer term.
- Scholarship limit: three activities per term per art center. (e.g. one private lesson, one full fee group class, one instrument rental).
- Misrepresenting financial status will affect future eligibility for scholarships. If your financial situation changes it is your responsibility to contact the center and update your information on file.

Participant's Name: _____ Age: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

Application is for: Community Music Center Multnomah Arts Center Laurelhurst Dance Studio

Activity Name: 1) _____ 2) _____ 3) _____

Activity Number: 1) _____ 2) _____ 3) _____

Published Fee: 1) \$ _____ 2) \$ _____ 3) \$ _____

What you can pay: 1) \$ _____ 2) \$ _____ 3) \$ _____

Please describe your financial need for a scholarship: _____

For Youth Students:

Parent/Guardian #1 Name: _____ Employer: _____

Parent/Guardian #2 Name: _____ Employer: _____

Number of children living at home: _____ Number of adults in household: _____

TOTAL YEARLY GROSS FAMILY INCOME (include child support if applicable) – CHECK ONE:

- | | | |
|---|---|---|
| <input type="checkbox"/> 0 to \$23,107 | <input type="checkbox"/> \$39,461 to \$47,637 | <input type="checkbox"/> \$63,992 to \$72,168 |
| <input type="checkbox"/> \$23,108 to \$31,283 | <input type="checkbox"/> \$47,368 to \$55,814 | <input type="checkbox"/> \$72,169 to \$80,345 |
| <input type="checkbox"/> \$31,284 to \$39,460 | <input type="checkbox"/> \$55,815 to \$63,991 | <input type="checkbox"/> Over \$80,346 |

Does applicant / participant qualify for Federal free or reduced lunch program? Yes No

Does applicant / participant qualify for Oregon Health Plan? Yes No

Required documentation of household income is your most recent Federal 1040 tax form. If you did not file taxes this year, or if your current income is lower than stated on the 1040, you may substantiate your income via documentation provided by a state or federal agency.

Please check the form(s) used:

Most recent Federal 1040 income tax return (first 2 pages) - required if you did file. (Remove social security numbers before submitting.)

I did NOT file a Federal 1040 income tax form this year - I am using one of the forms of documentation below:

- | | |
|---|--|
| <input type="checkbox"/> Free/reduced lunch award letter | <input type="checkbox"/> Food Stamps award letter |
| <input type="checkbox"/> Proof of current Oregon Health Plan (eligibility letter with date) | <input type="checkbox"/> WIC award letter |
| <input type="checkbox"/> Proof of Social Security benefits (SSA Benefit Statement or SSA- 1099) | <input type="checkbox"/> Proof of disability pay (SSI) |

UNACCEPTABLE for verification: W-2 forms, paycheck stubs, bank statements, Oregon Trail Card, OHP medical card, WIC card

X _____
Participant / Parent / Guardian Signature Date

For office use only

TERM: _____ DATE Received : _____ STAFF Initials: _____ Regular Fee: \$ _____

DATE Approved: _____ Authorized Signature: _____ Discount: \$ _____

DATE Notified: _____ VIA: Email Phone In person Total Fee: \$ _____

ELIGIBILITY: Type: _____ Effective Date: _____ Returned Shredded Date: _____ Initial: _____

SCHOLARSHIP APPLIED: Fall Winter Spring Summer SY NP support: \$ _____

ARTS CENTER PROGRAM SCHOLARSHIP FORM INSTRUCTIONS

APPLICATION PROCESS

1. Complete and submit this form at the time of registration. If we are unable to approve the application immediately, center staff can assist in placing a hold on classes for you (down-payment required) while the approval is in process. For private lessons, please submit scholarship application with your Private Lesson Form without down payment.
2. Provide proof of household income level by providing the first 2 pages of your most recent 1040 tax form with the application. If you did not file a 1040 tax form, see below for acceptable forms. This information is necessary to help determine the degree of need for each applicant. Proof of income will be required every calendar year scholarship is requested.
3. Once your scholarship is approved you must pay the total tuition balance or make a partial payment on a scheduled payment plan. Scholarship approvals or amounts will vary from center to center depending on the number of applicants and available funds. If you have questions about your scholarship award, please contact the center directors.

INCOME VERIFICATION

Scholarship applications will only be accepted with proper proof of financial need. Proof of financial need is made by providing the first 2 pages and supporting documents for your most recent 1040 income tax return. If you did not file a 1040 tax return, we accept other forms:

ACCEPTABLE FORMS OF INCOME VERIFICATION (If IRS form 1040 is not filed)

- Proof of current Social Security benefits (SSA Benefit Statement or SSA-1099)
- Proof of disability pay (SSI)
- Proof of current OHP (Oregon Health Plan—striped medical paper with client info on it)
- Oregon Trail (food stamps) award letter

NOT ACCEPTED

- Bank Statements
- Paycheck stubs
- Individual W-2's
- Plastic Oregon Trail Card
- WIC

The participant, and the parent guardian if a youth student, must be a listed on the document.

We value your privacy and keep information confidential. Please remove social security numbers for all family members before submitting, especially if sending electronically.

IMPORTANT ADDITIONAL INFORMATION

Students must meet payment commitments and program & attendance requirements in order to continue receiving scholarship. If you add or subtract an activity covered under this scholarship application you may be asked to re-apply.

Scholarship at some sites is provided by a nonprofit fundraising organizations through generous donations. We appreciate volunteers and donors who help us keep our programs affordable to all. To volunteer, please contact each center directly.