



CITY OF LARAMIE PARKS & RECREATION
P.O. Box C / 920 Boulder Drive Laramie, WY 82073
Phone: (307) 721-5269 Fax: (307) 721-5284
parksandrecinfo@cityoflaramie.org



Scholarship Application Options:

- 20-visit pass (at 70% discount)
- Activity registration (at 50% discount)

All of the following must be received at time of application in order for your request to be considered:

- 20-visit Pass Application**
- Activity Registration Card(s)**
- Scholarship Form**
- Proof of Income**
- Your portion of the payment*****

****For ease of processing, you will be asked to pay your portion of the fees when submitting paperwork (for pricing, please see attached scholarship form). If you are not approved for the scholarship, you will be refunded the full payment.*

Scholarship applications are reviewed once per week. You will be notified of status. If you have any questions, please call the business office at 307-721-5253.

Scholarship Application Policies

Effective Date December 8, 2017

General Scholarship Guidelines - If you have any questions please call 307-721-5253

- Awarded to children, youth, adults, and seniors under the approved scholarship guidelines.
- Scholarship considerations are based on family income/financial need, family size, and highly extenuating circumstances. **Proof of this information (copies of prior year W-2 forms, payroll check stubs, college financial award letter, loans, child support, grants, alimony, and other relevant documentation) will be required as proof of the above-mentioned information. All information will be kept strictly confidential.**
- Completing an application is not an automatic assurance of a scholarship award.
- All scholarship applications must be delivered to the Parks & Recreation office, PO Box C, Laramie, WY 82073.
- Income guidelines are based on the Wyoming Department of Family Services guidelines and are listed below.

Recreation Center Multi-Pass Scholarship Guidelines

- Scholarship recipients are eligible to receive one (1) multiple pass good for 20 daily visits to the Recreation Center each recreation season (Winter/Spring, Summer, and Fall). All visits from previous passes must be used before the renewal of a pass.
- Scholarship recipients must pay 30% of the applicable multiple pass fee for their age group.

Activity Scholarship Guidelines

- All recreation activity scholarships are partial awards, covering 50% of the activity registration fee, with the total award not to exceed \$50.
- Scholarship may be applied for at any time. However, Activity Scholarship awards will be limited to a total amount not to exceed \$150 per any twelve (12) month period per individual.
- If a scholarship recipient finds that they are unable to attend the registered activity, it is the recipient's responsibility to notify Parks & Recreation staff to cancel at least 3 working days prior to the start date of the activity.
- If a scholarship recipient cancels an awarded class, the scholarship cannot be transferred to another program and the amount of the scholarship awarded will be counted towards the \$150 maximum allowed in a twelve (12) month period. Refund of the fee portion paid by the scholarship recipient will be processed and refunded within 3 weeks of notification.

Household Size	Monthly Income Eligibility For Scholarship Awards
2	≤\$3,983
3	≤\$5,022
4	≤\$6,063
5	≤\$7,103
6	≤\$8,142
7	≤\$9,183
8	≤\$10,223

	Recreation Center 20 Visit Multiple Pass Cost	"A Place For All" Scholarship Endowment 20 Visit Multiple Pass Cost
Child (3-12)	\$57.00	\$17.10
Youth (13-18)	\$82.00	\$24.60
Adult 19+	\$99.00	\$29.70
Senior 60+	\$94.00	\$28.20

Scholarship Application

I. Family Information

Please list all household members living in the household.

All Household Member Names	Age

II. Scholarship Request (attach appropriate pass application and/or activity form)

Name	Requested Pass or Class

III. Income

List total annual or monthly income, include payroll check-stub, W-2 forms, college grant, scholarship, loan information; and any other income and attach proof of income. **(Without proof of income attached, your application cannot be processed.)**

IV. Additional Information

Please provide any other information that would be helpful in considering this application.

Applicant Signature _____ Date: ____/____/____

Address _____ Phone _____

Email _____

For Internal use only:

Class Name or Multi-Pass Type Approved _____ Patron Name _____

Class Name or Multi-Pass Type Approved _____ Patron Name _____

Class Name or Multi-Pass Type Approved _____ Patron Name _____

Class Name or Multi-Pass Type Approved _____ Patron Name _____

Class Name or Multi-Pass Type Approved _____ Patron Name _____

Class Name or Multi-Pass Type Approved _____ Patron Name _____

For Internal use only:

HOUSEHOLD _____

This household does _____ does not _____ qualify for scholarship.

Before processing we will need the following completed and turned in:

_____ 20-Visit Pass Form _____ Activity Registration Card(s)

_____ Scholarship Form _____ Proof of Income

Amount due _____ Payment made (✓) _____ Date _____

CALLLED / LEFT MESSAGE (CIRCLE ONE) ON DATE _____ EMPLOYEE INITIALS _____

We will keep this application on file for 30 days from date of notification. Destroy on _____