

Fall 2024  
**Youth Scholarship Program**  
Sponsored by Friends of Santa Clara Parks & Recreation (Friends)

**Why does the Friends Youth Scholarship Program provide financial assistance?**

The Friends Youth Scholarship 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 Youth Scholarship Program continues to “Create Community through People, Parks and Programs” by focusing on its mission to provide positive recreation experiences, promote health and wellness, increase cultural unity, strengthen community image and sense of place, and foster human development.

**Who is eligible to receive a Youth Scholarship?**

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

**What is the maximum benefit of the Friends Youth Scholarship Program?**

Eligible residents may be granted up to \$300 per family member (maximum of two family members), 17 years or under, each calendar year. A maximum of \$600 per family may be granted. Once eligibility has been determined, the benefit of the Friends Youth Financial Scholarship is valid for the 2024 Summer Recreation Programs and camps. Program resources are limited and subject to availability of funds.

**What programs can a child participate in with a Friends Youth Scholarship Program?**

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

**Is there anything the Friends Youth Scholarship Program does not fund?**

The Friends 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).

**In order to qualify for the Friends Youth Scholarship Program you must:**

- Be a City of Santa Clara resident  
and
- Qualify for the Free or Reduced Lunch Program through the Santa Clara Unified School District or Cupertino Union School District or SNAP/CFAP programs. If your family has been approved for the Free or Reduced Lunch Program, you must provide a copy of your approval letter with your registration materials.  
and
- Show two forms of Santa Clara resident identification at the time of application (i.e., driver’s license, utility bill)\*.  
And
- Show proof of parentage/guardianship (i.e., birth certificate, proof of guardianship form). If the last name in the proof of parentage is different from the one in the application form, we will require a document that supports the change of names and shows the link between the two such as a marriage certificate, a legal name change certificate or a common law relationship.

***\*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.***

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

**As a Friends Youth Scholarship participant, what additional registration information should I be aware of?**

Friends 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. Proof of residency, guardianship and need is required each time a Youth Financial Grant is applied for.

For additional information, call the Community Recreation Center at (408) 615-3140

**City of Santa Clara Friends of Parks & Recreation  
Youth Scholarship Program Application**

Parent/Guardian Name: \_\_\_\_\_

Child/Children's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Please provide the following:

- Proof of **City** of Santa Clara Residency (two forms of ID required).
- Proof of parentage/guardianship (i.e., birth certificate, proof of guardianship form).
- Proof of Need (examples) -
  - Receive School Lunch Program  
OR
  - Participate in Supplemental Nutrition Assistance Program (SNAP), also known as CalFresh, or the California Food Assistance Program (CFAP)  
OR
  - Participate in the Silicon Valley Power (SVP) Rate Assistance Program (RAP)
- Completed Class Registration Form
- Payment for fees in excess of amount covered by Youth Financial Scholarship

The Scholarship provides a maximum of \$300 per child per year. A maximum of 2 children per family can receive funds each calendar year.

**Program resources are limited and subject to availability of funds.**

***For Office Use Only***

***Front Desk Staff***

- Check ID (two separate documents are required) for proof of residency. Must be a Resident of the **City** of Santa Clara.\*
- Make copy of proof of enrollment in SCUSD or Cupertino School District Free Lunch Program courses and attach to registration form, SNAP, CFAP or RAP.
- Confirm that Grant has not already been issued in the current calendar year. Check list.
- Enroll each child in requested courses. One receipt per child.
- Indicate "Friends Grant Fall 2023" in the notes section of Active on parent and child's account.
- Enter payment for programs, minus Youth Financial Grant amount.
- Record "amount due" on bottom of Registration Form.
- Place copy of Registration form with proof of eligibility (lunch letter) in Office Specialist's box.

Date: \_\_\_\_\_ Initial: \_\_\_\_\_

***Grant Processing Staff***

- Confirm that Grant request does not exceed available funds by updating spreadsheet. (I:Parks/Grants/Friends of SC Parks and Recreation/Fall 2023).
- 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: \_\_\_\_\_

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