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Fox Valley Special Recreation Association Scholarship Policy

Policy

It is the policy of the Fox Valley Special Recreation Association (FVSRA) that every FVSRA resident should have the opportunity to participate in FVSRA services. Based on the availability of funds, FVSRA has developed a comprehensive program to assist individuals and/or families who are experiencing a financial hardship. The scholarship program is designed to provide a subsidy to fees for participation in recreation programs offered by FVSRA. FVSRA reserves the right to approve or deny an applicant's request. The FVSRA Scholarship Policy shall be reviewed on an annual basis and is subject to change without notice.

Qualifications

1. Participant must reside within the boundaries of the FVSRA Member Agencies.
2. Participants 19 years or older and living at home or in a supervised group home will be considered for a scholarship on his/her income alone. ***All sources of income and support must be identified.***
3. A participant may be eligible for financial assistance if they are receiving public aid, Illinois Department of Health and Family Services, or Illinois Department of Human Services; or are currently participating in the Illinois State guidelines for the free/reduced meals.

The Executive Director may consider extenuating circumstances for those individuals who do not meet the established qualifications and award a scholarship.

Guidelines

1. Scholarship Application Form is valid for the period from March 1 to April 30th of the following year.
2. Participant or the participant's parent or guardian must complete the Scholarship Application Form and submit required documents as requested.
3. The Scholarship Application Form ***must be submitted in advance of the Program Registration***; however, process includes submitting the Scholarship Application, the supporting documentation, and identifying which program(s) participant is looking for assistance.
4. All information submitted is confidential and is not a matter of public record of the Fox Valley Special Recreation Association.
5. Limited scholarships are available. Scholarships will be awarded on the basis of need and availability of funds.

6. Any changes to financial information provided on the Scholarship Application must be reported and documented.
7. **Any outstanding balances from previous programs need to be paid in full prior to the Scholarship Application being reviewed.**
8. Special Events, Trips, VAC Pass, and individualized programs are exempt from scholarship requests.

Procedures

1. Scholarship applications must be completed in full. The application must be signed and dated by the applicant.
2. **All required documentation must be submitted with the Scholarship Application. Incomplete applications or lack of supporting documents will be returned to applicant.**
3. Completed applications should be returned to FVSRA to the attention of the Executive Director.
4. Scholarship Applications should be submitted in advance of the Program Registration season; however, to be considered, participant should indicate which program(s) he/she is looking for assistance on the scholarship form.
5. Once scholarship is approved, scholarship funds will be deposited in participant's account and the head of household will be notified via email. Participant will then be able to register for program online. For more details, visit: www.fvsra.org/scholarship

Required Documentation

1. Scholarship application completed in full.
2. Applications will not be considered without copies of the following documents:
 - a. Copy of the most recent federal income tax return (Pages 1 and 2) of person financially responsible for participant. **Please block out the social security number.**
 - b. Copy of most recent Public Aid card or related documents (food stamps, DCFS, child support, alimony, unemployment)
 - c. Copy of payments from pension, retirement, Social Security Income (SSI)