

Need-Based Scholarship Application for 2019-20

PP&R Arts Programs in Portland Parks & Recreation

- **Important: see reverse for full instructions. We are unable to accept incomplete applications.**
- Please fill out all sections and provide proof of income with your application (see instructions).
- Be sure to indicate the amount you can pay. Materials fees included in activity costs are not eligible for scholarship.
- Please submit one application per participant for each site at which you are requesting a scholarship.
- New activity enrollments require a new form; your request is not automatically carried forward between terms.
- Scholarship limits per student, per term: three activities total; one private lesson
- Misrepresenting financial status will affect future eligibility for scholarships.
- If your financial situation changes, please contact the center and update your information on file.

Participant's Name: _____ Age: _____
 Address: _____ City: _____ State: _____ Zip Code: _____
 Phone: _____ E-mail: _____
 Application is for: Community Music Center Multnomah Arts Center

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	ELIGIBILITY: Type: _____ Effective Date: _____ Returned <input type="checkbox"/> Shredded <input type="checkbox"/>	Regular Fee: \$ _____
	TERM: _____ DATE Received : _____ STAFF Initials: _____	Discount: \$ _____
	Date Approved: _____ Authorized Signature: _____	Total Fee: \$ _____
	Date Notified: _____ VIA: Email <input type="checkbox"/> Phone <input type="checkbox"/> In person <input type="checkbox"/>	NP support: \$ _____
	SCHOLARSHIP APPLIED: Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/> SY <input type="checkbox"/>	

PP&R Arts 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 non-profit 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.