

RESOLUTION NO. 163

**A RESOLUTION OF THE CITY OF SHORELINE, WASHINGTON,
ADOPTING THE CONNIE KING SCHOLARSHIP FUND POLICY AND
PROCEDURES**

WHEREAS, the City Council wishes to establish policies and procedures for the implementation of the City's Connie King Scholarship Fund Program;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF SHORELINE, WASHINGTON AS FOLLOWS:**

Section 1. Establishment of Policy and Procedures. The City Council hereby adopts those policies and procedures set forth in the Parks, Recreation and Cultural Services policy, "Connie King Scholarship Fund", a copy of said policy and procedures being attached hereto as "Exhibit A".

ADOPTED BY THE CITY COUNCIL ON MARCH 27, 2000.



Mayor Scott Jepsen

ATTEST:



Sharon Mattioli, CMC
City Clerk



City of Shoreline City of Shoreline
Parks Recreation and Cultural Services Department
Department Policies and Procedures

Title & Category CONNIE KING SCHOLARSHIP FUND Recreation Services	Code No. REC – 8
Department PARKS, RECREATION AND CULTURAL SERVICES	Effective Date:
Approved By:	

1.0 Purpose:

Scholarship Program Philosophy

The City of Shoreline wishes to make public recreation program opportunities available to all interested participants and recognizes that financial hardships may hinder the ability to pay recreation program fees. To accommodate these special needs, the City of Shoreline has established the Connie King Scholarship Fund.

This fund is being established in recognition of Connie King's tireless advocacy for youth in our community and her expressed interest in establishing a donation program to benefit public recreation services for families in the community.

The purpose of the Connie King Scholarship Fund is to provide a means for citizens and businesses to make donations to the City of Shoreline to benefit Parks, Recreation & Cultural Services (PRCS) programs. The funds that are donated will be used for scholarships for low and moderate-income citizens needing financial assistance to access and participate in City recreation programs.

2.0 Policy:

a. Eligibility

Any low-moderate income youth or adult meeting the low-moderate income guidelines established by HUD or who is eligible for Head Start, DSHS, public school free/reduced lunch, and/or related assistance program is eligible.



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b. Proof

Complete the City of Shoreline Scholarship Application Form. Note eligibility requirements. For non public school-age programs, use Head Start, DSHS or related documentation for eligibility. Other appropriate documentation includes free/reduced lunch, Head Start and/or DSHS or proof of household income.

c. Amount

Based on funding availability, eligible participants may use up to \$45.00 per quarter per participant for Recreation, Teen, or Aquatics or Specialized Recreation programs.

Based on funding availability, and upon the Parks, Recreation and Cultural Services Director's authorization, in the summer quarter, youth participants may use up to \$90.00. (These funds may not be used for Skyhawk Sports Camps).

3.0 Procedure:

a. Registration Receptionist receives request for scholarship (either via phone, "in-person" or via referral from school or community agency).

- For phone inquiries, mail *Scholarship Application Form* to caller (including *Recreation Program Registration Form & Rec Guide*).
- No space can be held in a class until form is returned.
- For "in-person" requests, above-listed paperwork may be completed on-site.
- Registration receptionist asks participant if they wish to contribute any amount of payment for the class. This offers an optional opportunity for the potential scholarship recipient to pay "what he/she can afford". The individual's response will not affect his or her scholarship eligibility.

b. Registration Receptionist receives completed forms from applicant.

- Checks to assure they are filled out correctly.
- Checks to see if documentation guidelines are indicated. (Necessary documentation must be attached.)
- Registers participant for program. (Any payment received is recorded. The scholarship amount is recorded as if money was received, but the appropriate scholarship boxes need to be checked).

c. Paperwork/forms are forwarded to Administrative Assistant II for logging, tracking, recording, and totaling.