



Dear Friend:

Enclosed is the Mill Valley Recreation Department's Scholarship Fund application form. This program provides access to recreation activities offered by the Department as well as Aquatic and Fitness activities at the Mill Valley Community Center. We are committed to providing quality programs for everyone to enjoy.

Scholarship funding is limited and we encourage you to return the attached form (with all necessary documents) as soon as possible. Scholarships are funded on an ongoing basis; however, scholarships can only be awarded as scholarship-funding levels allow.

Please complete the following steps in order to ensure that your application is properly processed and reviewed:

1. Thoroughly complete your application form.
2. Attach all necessary documents. ***Applications without documents will not be processed.***
 - a. *Proof Of Residency*
 - b. *Proof of Eligibility*
3. Sign and date application and return to:

Mill Valley Recreation Department
180 Camino Alto
Mill Valley, CA 94941
Attn: Scholarship Fund

Please call Sean McGrew at (415) 383-1370 if you have any questions.

Sincerely,

Sean McGrew
Mill Valley Recreation Department

SCHOLARSHIP FUND APPLICATION

1. All applicants must complete a scholarship fund application. Full names (and date of birth for children 18 years and under) for all family members must be printed clearly.
2. Applications must be accompanied by current verification of eligibility and residency. (as indicated on application form). Please attach only copies of verification documents. We cannot return originals.
3. If there are more applications than funds available, a lottery will be held to select recipients within each geographic category.
4. Funds will be disbursed on an on-going basis, as funds are available.
5. First priority will be given to applicant's who have not received scholarship funds.
6. Identity of scholarship recipients will be kept confidential.
7. Scholarships are awarded for a period of 12 months. Allocations not used by recipient within one year will roll back into the fund.
8. Request for scholarships may be submitted all year long, however they are processed four times a year. They are awarded in January, May, August, and November – toward the end of each of those months.

FUND ALLOCATION

The available scholarship funds will be distributed in the following proportions:

40% City of Mill Valley Residents

30 % Greater Mill Valley Residents (94941 zip code w/Mill Valley address but live outside city limits)

30% Southern/West Marin Residents (Defined by Sausalito, Marin City, Tiburon, Belvedere, Corte Madera, Larkspur, Greenbrae, Muir Beach, Stinson Beach and Bolinas).

****Applicants living outside of the above listed areas are not eligible for funding.***

FUND DISTRIBUTION

1. Funding will be allocated at a rate of \$300 per individual with a maximum of \$900 per family per year. Recipients can use the funding at any rate i.e. 100% of the funding can used at one time or it can be spread out using portions of the funding throughout the year.
2. Funds are not transferable, but may be shared among family members at their discretion.
3. Scholarship funding does not cover: materials and/or supplies fees paid directly to instructors; merchandise at the Golf/Tennis Pro shops; or Mill Valley Recreation rentals and security deposits. Some Mill Valley Senior trips/activities are also exempt.
4. Income: Applicant's household must have an income equal to or less than low income level from State Income limits, Department of Housing and Community Development. For 2021, the document can be found at <https://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits/docs/income-limits-2021.pdf>

Mill Valley Recreation Scholarship Fund Application Form

FILL OUT FORM COMPLETELY

Adult #1

Last Name _____ First Name _____

Address _____ City/State/Zip _____

Day/Work Phone _____ Evening/Home Phone _____

E-mail: _____

Adult #2

Last Name _____ First Name _____

Address _____ City/State/Zip _____

Day/Work Phone _____ Evening/Home Phone _____

Child(ren)

Last Name _____ First Name _____ Date Of Birth ___/___/___

Last Name _____ First Name _____ Date Of Birth ___/___/___

Last Name _____ First Name _____ Date Of Birth ___/___/___

Last Name _____ First Name _____ Date Of Birth ___/___/___

Scholarship Request

Is this your first time applying to the Mill Valley Parks and Recreation Scholarship Fund? _____

____ (# of individuals) x \$300 = Total amount requested \$ _____ maximum of \$900 per family per year.

Area of Residence. Check (✓) appropriate area. **Applicants living outside of the above listed areas are not eligible for funding.**

City of Mill Valley Resident

Mill Valley Unincorporated (94941 zip code w/Mill Valley address but live outside city limits)

Southern Marin Resident. Defined as Sausalito, Marin City, Tiburon, Belvedere, Corte Madera, Larkspur and Greenbrae.

West Marin Resident. Defined as Muir Beach, Stinson Beach and Bolinas.

A copy of residency verification **MUST** accompany application.

Current utility bill with the main contact listed

Eligibility Requirements. Check (✓) appropriate box and provide a copy of the documentation.

A copy of one of the below verifications **MUST** accompany application.

Recipient of Cal Works.

Recipient of Public Housing

Recipient of Medi-cal

Participant in school hot lunch program

Recipient of Food Stamp

Income Verification (1040 and W-2, or 1099, or Current paystub, Unemployment)

I certify that the above and attached are true and correct.

Signed: _____ Date: _____

FOR OFFICIAL USE ONLY - Date application received: _____ Date application complete _____

Funding Total: _____ Date notification was sent: _____ Expiration Date: _____ Authorized by: _____