

City of Charleston Recreation Department



POLICY TITLE: Financial Assistance/Scholarship

5.1.2024

Purpose:

The City of Charleston Recreation Department has established a policy to provide staff guidance for addressing Residents in need of financial assistance to participate in Youth Sports.

Policy:

The Department will provide financial assistance to City of Charleston Residents who request and qualify under our listed guidelines. Financial assistance under this policy is for youth sports only. Patrons must demonstrate residency and qualify for financial need. If qualify, residents are required to pay any remining balances at time of registration. Youth sports financial assistance can not be used toward any other recreation program, camp, lesson, facility rentals, late fee, pool or programs.

Procedure:

Financial assistance is provided by the City of Charleston. Patrons are required to complete in full the youth sport scholarship form and provide all financial documentation with application. Incomplete forms will not be considered for aid.

Required documents:

- Completed application
- Proof of residency: State issues ID or current utility bill
- Copy of child(ren) birth certificate
- Annual Household verification and copies (wages, salary, social security, public assistance, child care assistance, unemployment insurance, child/spouse support, pension/retirement and all other sources of income).
- Number of Dependent Children/In household
- Verification of Monthly Rent/Mortgage
- Verification of school participant attends
- Medicare/Medicaid card
- Title I school enrollment

Once all documentation has been completed and reviewed the City of Charleston will notify you and provide a Scholarship Youth Sport Card that participant must keep and show at designated youth sport registration dates to receive scholarship discounted fees. Date and fee reduction will be on card.

Scholarship discount is valid for one year of acceptance date: ie Card approved 4.1.24 scholarship valid till 4.1.25

Participants must notify the City if circumstances changes, address, income, employment, school, status.

Awarded scholarship assistance are non refundable and non transferable.

Participants are required to pay any balance that is left after scholarship discount is applied at time of registration. This can only be in form of check, money order or credit card.

Scholarship applications must be received prior to or during Youth Sports registration. 14 days to process is required.

Scholarship and Registration will not be accepted during games or at fields.