



Youth Scholarship Application

Greenwich Parks and Recreation is committed to making our youth activities accessible to all youth of Greenwich. To this end, the Department has established a youth scholarship program which provides financial assistance to qualifying residents. The scholarship year is January 1 - December 31 annually. A representative of the Department of Parks and Recreation may contact you to verify information. All information will be kept confidential.

Eligibility Requirements:

Greenwich resident, with an established Parks and Recreation account

Parent/legal guardian(s) of the child/children for which you are applying

Required Documentation:

Completed Youth Scholarship Application

Proof of residency (visit our website for residency information: www.greenwichct.gov/residency)

If your residency has been verified for the calendar year, no need to repeat this step.

The most recent tax return* to verify total household income for parent/guardian(s)

Alternatively, where applicable, the following may be submitted to verify income: Unemployment statement, SS income statement *child/children must be listed as dependents on tax return.

Additional information/documentation may be required.

How to Apply for Scholarship:

The preferred and most expeditious method of applying is via our website at: www.greenwichct.gov/youthscholarship

STEP 1: Sign-in to your Webtrac account & upload your proof of residency AND your most recent tax return. If your residency has already been verified for the year, just upload your tax documents and move to STEP 2.

STEP 2: Complete and submit your online scholarship application.*

*Alternatively, you may submit the completed Youth Scholarship Application with required documentation to Parks and Recreation via email to: lcaserta@greenwichct.org, in person or via mail to: Greenwich Town Hall, Parks and Recreation-2nd Fl., 101 Field Point Road, Greenwich, CT 06830, Attn: Youth Scholarship

Please note, incomplete applications will be returned.

Approval Process:

Once the scholarship is approved, you will receive a scholarship award letter via email which will inform you of your funding status. You will be eligible for a percentage discount of activity fees up to 75% for your dependent children for the remainder of the calendar year. Each child may be eligible to participate in one activity/section per season. Scholarship funds will not be applicable for activities registered for prior to scholarship approval. **The Director of Parks and Recreation reserves the right to adjust the % discount of activity fees awarded and/or set household limits at any time based on demand and available funds.**

How to Register for Activities After Scholarship Award:

Once you receive your scholarship award letter, you may register for available activities. You must electronically complete the PDF version of the activity registration forms and upload them via the link provided in your award letter. It is strongly advised that activity registrations are submitted a minimum of 3 weeks prior to the activity start date (but not prior to registration opening). Incomplete applications will be returned. Processing times will vary.

Additional Information:

Applicants may also be eligible for the necessary sports equipment for the activity in which they are applying, based on eligibility and available funds. Please contact our office at 203-622-6472 regarding equipment, a minimum of two weeks in advance of the activity start date.

If for **any** reason, your child is unable to participate in the activity, please notify the Department in writing via email to lcaserta@greenwichct.org **prior** to the start of the activity to receive a refund/credit of your portion of fees.

