



Edwin M. Lee, Mayor
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Scholarship Guidelines and Frequently Asked Questions:

What is a San Francisco Recreation and Park Department Scholarship?

San Francisco Residents can request to receive financial assistance for their program registrations. Once eligibility has been established, residents will receive either 50%, 75%, or 100% scholarships for all registrations based on documentation provided.

The program serves children, youth, adults, seniors, and people with disabilities.

What is the Scholarship Coordinator's name, phone number, and email address?

Lillian Bautista, (415) 831-2717, Lillian.Bautista@sfgov.org

Who can apply for a Recreation and Park Department Scholarship?

Applicants must currently live in San Francisco and be low-income. Household income (all family members combined) must be less than 250% of Federal Poverty Guidelines.

How do I apply for scholarships?

Step 1: If you don't already have a Rec & Park account, set up your account and add all household family members at www.sfrecpark.org/register. You will need an email address in order to set up an account and log into your account in the future.

Step 2: Please visit our website at www.sfrecpark.org and click the Recreation & Services Section. Download the Scholarship Application and Scholarship Agreement documents from the Rec Scholarship Program Section.

Step 3: Fill out application form completely and be sure to sign the Scholarship Application and Scholarship Agreement.

Step 4: Submit the scholarship application and provide verification documents in person to any of our Support Service Staff at McLaren Lodge. Mail-in scholarship applications with copies of current date verification documents will be accepted. You may also scan & email your application with current date verification documents to Lillian.Bautista@sfgov.org. You may also fax your scholarship application with current date verification documents to 415-831-2096 and write "Attention to Lillian Bautista" on the cover sheet.

***Note: if you don't have access to the internet, you can contact the Scholarship Coordinator who will assist you in the application process.*

What are the eligibility criteria for the 50% scholarship level?

All SF Residents are eligible for this level
Household income less than 250% Federal Poverty Guideline

What are the eligibility criteria for the 75% scholarship level?

Adult SF Residents are eligible for this level
Household income less than 250% Federal Poverty Guideline
Household is in 2 or more public assistance programs



What are the eligibility criteria for the 100% scholarship levels?

Youth (under 18) and Senior (65+) SF Residents are eligible for this level
Household income less than 250% Federal Poverty Guideline
Household is in 2 or more public assistance programs

What type of documents do I need to verify participation in public assistance programs?

Any of the following: A current Notice of Action letter from Medi-Cal, a current Notice of Action letter from CalWORKS, a current Notice of Action letter from Food Stamp, the SF Public Housing Authority lease agreement, listing household members and a current date rent receipt.

What if I do not participate in the listed public assistance programs?

You will need to show income verification, such as a prior year tax returns, W-2 wages and/or self-employment checks (Form 1099), current date unemployment checks/paystubs to receive the 50% scholarship level.

How can I prove my household income eligibility if I am unemployed?

We accept current unemployment check stubs and unemployment acceptance letters.

What if I do not have a prior federal income tax return?

We accept the most current year W-2 wage form and tax return statement, and your current date 3 months of pay stubs. We accept your current social security income (SSI) statement.

How do I prove San Francisco residency?

We accept current utility bills (within the last 2 months) with head of household names matching their picture ID. We do not accept P.O. Box addresses as proof of SF residency.

If my circumstances change, can I upgrade my scholarship level?

Yes, provided you have current verification documents.

What if I paid full price for a program and then applied for a SFRPD scholarship?

If you are approved for a scholarship prior to the start date of the enrolled program(s), we will credit your family account to reflect your eligibility scholarship level.

Scholarships are not retro-active once the program begins.

When can I expect an approval of my scholarship application?

The Scholarship Coordinator will process your application within 5 business days after receiving your application form.

How will I be notified of my scholarship status?

The scholarship coordinator will contact you by telephone or email within 24 hours (1 day) after a status determination.

How is the scholarship applied to my program registration?

You can register online at www.sfrecpark.org/register, or walk in to any of the fourteen (14) designated recreation centers or McLaren Lodge Annex. You can also call (415) 831-6800 for questions about programs and registration. The scholarship will be automatically applied at checkout if the participant is eligible based on past attendance and/or current qualification.

There is a maximum of 4 programs per person during the Fall session (Aug -Dec). Maximum of 2 programs per person during Winter session (Jan-mid March), Spring session (mid March-May), and Summer session (June-August). Maximum of 11 week programs for youth (ages 4-17) for summer day camps (June-August). **If you register above the maximum limit of programs in a designated

season, you will be required to pay full price for the additional programs. The 20% withdrawal fee will apply to the additional programs if you choose to withdrawal after registering.

Can the scholarship be applied to the SFRPD annual membership to the Harvey Milk Photo Center, Randall Museum, the Sharon Art Studio, and the Aquatics Swim Passes.

No.

What if I received a scholarship for a course and need to withdraw?

If you withdraw from an enrolled program at least one (1) week before the course start date, you will have to pay a withdrawal fee of \$12 or 20% of the cost of each withdrawn program (including extended care), whichever amount is greater.

If you withdraw late, less than one (1) week before the course start date, you will forfeit the entire cost of the course. If you are a 75% or 100% scholarship recipient and you withdraw late, less than one (1) week before the course start date, the account will be charged a \$12 withdrawal fee. All fees must be paid prior to future registrations.

After four late withdrawals, your scholarship may be cancelled and you may not be eligible for future scholarship.

How long is my scholarship eligibility good for?

Two years from the anniversary approved date.

How do I qualify for scholarship renewal?

1. SF Resident
2. Meet income eligibility and income documentation requirements
3. All past programs meeting the attendance requirement of 75% or better
4. Less than (4) late withdrawals within two years.

Do you offer Language Access Services?

Yes, please see the list of locations below.

Language Interpretation Service Locations

Recreation Facility	Street Address	Phone Number
Balboa Swimming Pool	51 Havelock St	94112 (415) 337-4701 (closed until Spring 2018)
Betty Ann Ong Chinese Recreation Center	1199 Mason St	94108 (415) 359-9103
Bernal Heights Recreation Center	500 Moultrie St	94110 (415) 695-5007
Charlie Sava Swimming Pool	2695 19th Ave	94116 (415) 661-6327
Coffman Swimming Pool	1707 Visitation St	94134 (415) 337-9085
Crocker Amazon Playground	700 Moscow St	94112 (415) 337-4708
Eureka Valley Recreation Center	100 Collingwood St	94114 (415) 831-6810
Garfield Swimming Pool	1271 Treat St	94110 (415) 695-5001
Golden Gate Park Senior Center	6105 Fulton St	94121 (415) 666-7079
Golden Gate Park Tennis Court	John F. Kennedy Dr	94117 (415) 753-7001
Hamilton Recreation Center	1900 Geary Blvd	94115 (415) 292-2111
Hamilton Swimming Pool	1900 Geary Blvd	94115 (415) 292-2008
Harvey Milk Arts Center	50 Scott St	94117 (415) 554-8742
Harvey Photo Center	50 Scott St	94117 (415) 554-9522

Joseph Lee Recreation Center	1395 Mendell St	94124	(415) 970-9204
Martin Luther King Jr Swimming Pool	5701 3rd St	94124	(415) 822-2807
McLaren Lodge Annex	501 Stanyan St	94117	(415) 831-6800 and (415) 831-2717
Minnie & Lovie Ward Recreation Center	650 Capitol St	94112	(415) 337-4710
Miraloma Playground	75 Sequoia Way	94127	(415) 355-0455
Mission Arts Center	745 Treat Ave	94110	(415) 695-5014
Mission Recreation Center	2450 Harrison St	94110	(415) 696-5012
Mission Swimming Pool	1 Linda St	94110	(415) 641-2841
Moscone Recreation Center	1800 Chestnut St	94123	(415) 292-2045
North Beach Swimming Pool	661 Lombard St	94133	(415) 391-0407
Palega Recreation Center	500 Felton St	94134	(415) 831-6828
Potrero Hill Recreation Center	801 Arkansas St	94107	(415) 695-5009
Randall Museum	199 Museum Way	94114	(415) 554-9600 (closed until Fall 2017)
Richmond Recreation Center	251 18th Ave	94121	(415) 831-6848
Rossi Swimming Pool	600 Arguello Blvd	94118	(415) 661-7014
Sharon Arts Studio	300 Bowling Green Dr	94117	(415) 753-7006
SOMA/Eugene Friend Recreation Center	270 6th St	94103	(415) 554-9532
St. Mary's Recreation Center	95 Justin Dr	94112	(415) 695-5006
Sunset Recreation Center	2201 Lawton St	94122	(415) 242-1070
Tenderloin Recreation Center	570 Ellis St	94109	(415) 292-2162
Upper Noe Recreation Center	295 Day St	94131	(415) 970-8061

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