

SAN RAMON PARKS & COMMUNITY SERVICES DEPARTMENT SCHOLARSHIP PROGRAM APPLICATION GUIDELINES & INFORMATION

The City of San Ramon Parks and Community Services Department has developed a Scholarship Program for San Ramon residents requesting financial assistance to participate in Community Service programs and classes. San Ramon residents who meet the qualifications and income requirements, who contribute the co-pay for each class registration fee, are eligible to apply. Please review the eligibility criteria and instructions below for participation. At this time, scholarships are available only to those between the ages of 5 – 18 years of age who reside in San Ramon.

1. Assistance is limited to one activity or program per application.
2. Only selected programs and activities offer fee assistance.
3. Submit an electronic application form for each class requested. Incomplete forms will not be processed.
4. Applicant must be a resident and reside in San Ramon, between 5 – 18 years of age.
5. Copies of the following are REQUIRED to qualify for the program:
 - Proof of residency - Copy of utility bill
 - Proof of enrollment in one of the following programs:
 - Medicaid
 - WIC (Women, Infants, and Children)
 - Free/Reduced Price School Meals
6. The co-pay must be paid toward each registration fee. (Fee will not be applied until application has been approved.) Please see the “Scholarship Availability” form for co-pay amounts.
7. It is intended that this assistance be temporary. Participants may be required to pay full or partial cost.
8. Please provide four (4) weeks processing prior to class/activity start date.
9. Funds are limited and subject to availability.
10. Fee assistance is awarded on a first come, first serve basis.
11. Fee assistance is to be used for registration only and does not include transportation (unless it is part of the program fee), supplies, materials, equipment, or other costs.
12. Submittal of an application is not a confirmation into the class or a confirmation of fee assistance.
13. Any past due accounts must be brought current before a fee assistance application is considered.
14. Decisions regarding assistance are final.
15. Applicants who falsify information or do not attend class regularly may be ineligible for fee assistance. If extenuating circumstances please call the supervisor at (925) 973-3226.
16. All applications are kept confidential.

Please contact the City’s Scholarship Program Supervisor, Stacy Munsell (925) 973-3226, smunsell@sanramon.ca.gov with any questions or concerns. This list is subject to change and by receiving this list it is not a guarantee of acceptance in the program. A Community Services Representative will notify you within two (2) weeks whether your application is approved or denied.