

City of Ontario Recreation & Community Services Department

EMPOWERMENT SCHOLARSHIP PROGRAM

2023 Eligibility Guidelines, Rules & Application

The City of Ontario Recreation & Community Services Department's Empowerment Scholarship Program is made possible through donations and yearly fundraising efforts. This and other funding sources allow Youth, Adults, Seniors and Veterans from low-income backgrounds the opportunity to participate in recreation activities, classes, and programs that will enrich their lives and in turn, positively impact their families, schools, and community.

ELIGIBILITY GUIDELINES

Empowerment Scholarships are awarded based on available funding and income-based need. \$250.00 in scholarship funds per qualifying participant, will be awarded per funding year. Applications will not be accepted after Friday, December 1st, 2023. One application, per funding year, may be submitted.

Applications will only be accepted in two ways:

- As a hard copy turned in at the Armstrong Community Center located at 1265 S. Palmetto Avenue, Ontario, CA 91762
- Online via the link located at OntarioCA.gov/Recreation under Empowerment Scholarships.

IMPORTANT: When applying for or with youth under 18, applicants must have permanent legal guardianship of the youth named AND provide legal documentation as proof of guardianship.

1. Applicants must live in the City of Ontario.
2. **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.** Submittal of an application does not constitute approval.
3. All applications must be received a **minimum of two weeks prior** to the start of the activity, class, or program. Applications take up to two weeks to process from date of submittal.
4. **The following documentation is required of ALL APPLICANTS:**
 - **A non-expired, government issued picture ID**
 - Examples: a passport, driver license, or state-issued identification card.
 - **Proof of income**
 - Most recent 1040 Tax Return

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- Residents that are currently receiving Federal or State public assistance and meet the income requirements listed below are welcome to apply. Documentation of the assistance will be accepted as proof of income.
 - **Proof of Residency**
 - A current utility bill or other document proving Ontario residency with applicant name on it.
 - **Please not that other supporting documents, not listed above, may be required to confirm and support application.**
5. Images of original supporting documents are required.
- **Applications without original supporting documents will be deemed incomplete and will NOT be accepted.**
6. **San Bernardino County Income Limits Requirement Guide**

Number of Dependents	1	2	3	4	5	6	7	8
Income must be at or below figures listed:	\$49,300	\$56,350	\$63,400	\$70,400	\$76,050	\$81,700	\$87,300	\$92,950

SCHOLARSHIP AWARD DATES & PARTICIPATION RULES:

1. **All Applicants must abide by the Recreation & Community Services Code of Conduct throughout the application and funding process. Failure to do so may result in disqualification from the program.**
2. Classes or programs that exceed the \$250.00 scholarship amount are eligible for registration, however, **the remaining balance is the sole responsibility of the scholarship recipient, parent, or guardian to pay.**
3. **The Empowerment Scholarship covers only the actual cost of the class or program.** All supply fees or equipment charges will be the sole responsibility of the scholarship recipient, parent, or guardian to pay.
4. **Full refunds are available for courses cancelled by the City or Instructor, or if requested after the first-class meeting only.**
 - **Participant requested withdrawals or transfers from a class, not canceled after the first-class meeting, are upon department approval.**
 - Notification of a refund must be made to the Ontario Recreation & Community Services Department **at least one week prior of** the class or program's start date. **Refunds will not be given to high demand programs with waitlists which include, but are not limited to, Summer Camps and Aquatics programming.**
5. If the program or class is canceled, the full amount will be refunded back to the recipient's scholarship account and may be used for another qualifying class.

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6. **All funds will expire by 12/31/2023. Failure to use 90%** of awarded scholarship funds by designated date may disqualify you from future Empowerment Scholarship funding.
 - Note: These funds can be used to pay for Winter 2023/2024 (December 2023, January 2024, February 2024) classes and programming as long as registrations are completed by 12/31/2023.

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Ontario Community Centers **CODE OF CONDUCT**

THE CITY OF ONTARIO SUPPORTS THE RIGHTS OF COMMUNITY MEMBERS TO USE THE CITY'S COMMUNITY CENTERS ACTIVELY AND TO PARTICIPATE IN PROGRAMS AND ACTIVITIES. THIS CODE OF CONDUCT GOVERNS THE USE OF ALL ONTARIO COMMUNITY CENTERS. THE PURPOSE OF THE CODE IS TO ENSURE THAT ALL COMMUNITY MEMBERS HAVE ACCESS TO USE THE FACILITY IN A PEACEFUL AND SAFE ATMOSPHERE. COMMUNITY CENTER STAFF ARE AUTHORIZED TO STOP ANY ACTIVITY WHICH THEY CONSIDER VIOLATES THIS CODE OF CONDUCT, INCLUDING, BUT NOT LIMITED TO, ANY ACTIVITY HARMFUL TO THE SAFETY AND WELL-BEING OF COMMUNITY MEMBERS AND STAFF OR THE OPERATIONS AND ACTUAL FACILITY OF ANY ONTARIO COMMUNITY CENTER. ALL COMMUNITY MEMBERS MUST REGISTER WITH THE RECREATION & COMMUNITY SERVICES DEPARTMENT BEFORE ENGAGING IN ANY ACTIVITY OR PROGRAM OFFERED AT COMMUNITY CENTERS.

COVID-19 DISCLAIMER AND CODE OF CONDUCT

If at any time, the Recreation & Community Services Department cannot create or maintain a safe in-person event or if any federal, state, or local restrictions prevent us from hosting an in-person event, the Recreation & Community Services Department will cancel the in-person component while continuing to offer quality alternative programming.

A COMMUNITY MEMBER ENGAGED IN THE FOLLOWING BEHAVIORS WILL BE ASKED TO STOP THE BEHAVIOR, AND MAY BE ASKED TO LEAVE THE COMMUNITY CENTER:

- Fighting or threatening harm to another community member or staff
- Being under the influence of drugs and/or alcohol
- Behaving in a loud, disruptive, boisterous manner or engaging in conversations that create excessive noise. This includes sexual, racial, or ethnic harassment through comments, words, gestures, or disruption of programs
- Stealing, vandalizing, damaging, or defacing City property or other community members' belongings
- Wearing clothing adorned with sexually suggestive slogans, profanity, lewd pictures, or identifiable with any gang
- Failing to maintain control over personal belongings, blocking or interfering with free passage or creating a hazard, or bringing bicycles, large backpacks, carts, and other bulky items into the community center without approval
- Plugging a device into electric/network communications outlets without approval
- Sleeping in the Community Center
- Bringing in animals other than certified assistive animal
- Misuse of community center furniture or equipment
- Making use of the restrooms for any purpose for which they were not intended
- Entering or remaining in the Community Center barefoot or shirtless, or with poor bodily hygiene, per California Penal Code 370

Community Members are expected to:

- Function on their own or with the assistance of a chaperone. Children under seven years old must be supervised by a parent, guardian, or another adult family member
- Be respectful to others
- Observe all state and local laws, policies, ordinances, and regulations
- Follow policies regarding food and drink in designated areas
- Follow the posted guidelines for the use of public computers
- Be fully clothed when entering and participating at community centers

Minors who cannot follow the code of conduct and safely supervise themselves may be asked to bring a parent or guardian for future visits.

THE ONTARIO SENIOR CENTER IS DESIGNED AND PROGRAMMED FOR ACTIVE ADULTS AGES 50 AND UP. OCCASIONALLY, COMMUNITY MEMBERS UNDER THE AGE OF 50 WILL BE ALLOWED TO ATTEND SPECIAL PROGRAMMING, INCLUDING CHILDREN UNDER THE AGE OF 18, IF ACCOMPANIED BY AN ADULT.

Failure to comply with the **Code of Conduct** of the Ontario Recreation & Community Services Department may result in suspension of privileges and/or temporary or permanent expulsion from Ontario Community Centers, in accordance with Section 5-32.04 of the Ontario Municipal Code. The Ontario Recreation & Community Services Department **Expulsion Policy** provides for a limited right of review or appeal of decisions made by staff under these rules. See the **Expulsion Policy** for details, which is incorporated as part of this Code of Conduct.

Adopted by the Recreation & Parks Commission, February 28, 2022



CREATING COMMUNITY, ONE PIECE AT A TIME



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TIMESTAMP:



2023 Empowerment Scholarship Application

Name of Applicant: _____ **Date:** _____

Street Address: _____

Phone Number: _____ **Alternate Phone Number:** _____

Email Address: _____ **No Email? Please check:**

Please list all individuals you are submitting this application for. If you are also interested in receiving a scholarship, please list your name below.:

Name	Birth Date	Adult or Child (Use A or C)	Relationship to Applicant
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

I certify that all the information provided on this form is true and correct and I have read, understand, and agree with all the terms and conditions of the Empowerment Scholarship Application.

Applicant Signature: _____

Date: _____

