



Recreation and Parks Commission Agenda Statement
Meeting Date: November 20, 2024
Agenda Heading: Unfinished Business

TITLE:

Recreation Program Scholarship

RECOMMENDATION:

1. Approve proposed Recreation Program Scholarship Application,
2. Alternatively, discuss and take other action related to this item.

FISCAL IMPACT:

Included in the adopted FY 2024-25 Budget.

Program Expenditure: \$6,000

Additional Appropriation: None

Account Number(s):001-300-5201-3881 (Rec Classes & Camps)

BACKGROUND:

On December 19, 2018, Recreation staff presented the Recreation and Parks Commission with the El Segundo Recreation and Parks Program Scholarship. The scholarship program was established to offer financial assistance for residents to participate in programs offered by the Recreation, Parks and Library Department. El Segundo individuals or families facing financial challenges can apply to receive discounted registration fees based on financial need. The application process includes a scholarship application, proof of residency and submittal of income tax returns or income information to be reviewed by the Recreation Manager or designee.

Eligibility is determined according to the annual Los Angeles County Income Limits that have been established by the Department of Housing and Community Development; those falling in the categories of Low Income, Very Low Income, or Extremely Low Income are currently eligible. HUD Very Low-Income limits are based on 50% of the median family income estimated from Los-Angeles-Long Beach-Glendale, CA. The current median family income in the Los-Angeles-Long Beach-Glendale area is \$98,200. Income limits for family sizes are calculated by applying percentage adjustments to the final 4-person very low-income limit.

Recreation Program Scholarship Policy

November 20, 2024

Page 2 of 3

Los Angeles County Area Median Income: \$98,200	Acutely Low	10350	11800	13300	14750	15950	17100	18300	19450
	Extremely Low	29150	33300	37450	41600	44950	48300	51600	54950
	Very Low Income	48550	55450	62400	69350	74900	80450	86000	91550
	Low Income	77700	88800	99900	110950	119850	128750	137600	146500
	Median Income	68750	78550	88400	98200	106050	113900	121750	129600
	Moderate Income	82500	94300	106050	117850	127300	136700	146150	155550

Family Size adjustments and Final VLIL for Los Angeles- Long Beach – Glendale, CA HUD Metro FMR Area								
	1- person	2- person	3- person	4- person	5- person	6- person	7- person	8- person
Family Size Adjustment	\$69,350 * .70	\$69,350 * .80	\$69,350 * .90	\$69,350 * 1	\$69,350 * 1.08	\$69,350 * 1.16	\$69,350 * 1.24	\$69,350 * 1.32
Very Low income limit	\$48,545	\$55,480	\$62,415	\$69,350	\$74,898	\$80,446	\$85,994	\$91,542
FY 2024 FINAL VLIL	\$48,550	\$55,450	\$62,400	\$69,350	\$74,900	\$80,450	\$86,000	\$91,550

Currently, the Department has two application periods during the year (September and April) during which individuals or families apply and prove eligibility to receive discounted registration fees based on financial need. Qualified applicants are notified by the Department and a “flag” is placed on their CivicRec account that applies a special discount rate upon checkout. El Segundo residents from all age groups can apply. Once an applicant is deemed qualified and funds are available, the applicant currently receives \$200 per household per year in credit and is allowed to register for recreation programs at 50% of the specified program rate.

On October 16, 2024 the Recreation and Parks Commission made recommendations to the Recreation division for updates to the current program. Program areas reviewed by the commission were application period, scholarship amount, processes, and applicant eligibility.

DISCUSSION:

The Department is recommending accepting applications quarterly, prior to each registration period. Awards would be given in January, March, May, and August. The application process would include a scholarship application, proof of residency and submittal of income tax returns or proof of income to be reviewed by the Recreation Manager or designee. Eligibility would be determined according to the annual Los Angeles County Income Limits that have been established by the Department of Housing and Community Development; those falling in the categories of Very Low Income or

Extremely Low Income would be eligible. Scholarships would only be available if funds are available. Qualified applicants would be notified by the Department and would submit all requested classes to the designee for registration. El Segundo residents from all age groups can apply. Once an applicant is deemed qualified and funds are available, the applicant would be allowed to register for staff led recreation programs at 50% of the specified program rate and contract led programs at 70% of the specified program rate. Applicant awards will be limited to \$200 per individual with a maximum of \$600 per calendar year. Once funds have been exhausted, applicant will be notified of the next application period that they are eligible.

CITY STRATEGIC PLAN COMPLIANCE:

Goal 3: Deliver Solution-Oriented Customer Service, Communication, Diversity, Equity, and Inclusion

Strategy A: Enhance proactive community engagement program to educate and inform the public about City services, programs, and issues.

Strategy B: Implement Diversity, Equity, and Inclusion (DEI) initiatives to cultivate representation and opportunities for all the members of the community.

PREPARED BY: Linnea Palmer, Recreation Manager

REVIEWED BY: Aly Mancini, Director Recreation, Parks, and Library

APPROVED BY: Aly Mancini, Director Recreation, Parks, and Library

ATTACHED SUPPORTING DOCUMENTS:

1. Recreation Scholarship Application



Recreation, Parks, & Library Department Recreation Program Scholarship Application

Dear Resident,

The City of El Segundo Recreation, Parks, and Library Department makes every effort to provide the very best customer service to our residents. The Recreation Program Scholarship Program provides funding for programs and services offered by the Recreation, Parks, and Library Department to families and individuals in need. Scholarships of up to **\$200** per resident, with a maximum of \$600 per household per year, are offered to residents who meet eligibility criteria. The Recreation Manager will review each application submitted and makes award decisions based on the information provided in this application.

Due to limited funding, some applications may be denied. However, all applicants are strongly encouraged to apply again during the next award period. Applications do not roll-over and applicants must re-apply at every new award period. Awarded funds also do not roll over. Unused scholarship funds will be returned to the scholarship fund for the next award period. Application and award periods are listed below:

- | | |
|----------------------------------------------------------------|-----------------------|
| a. Period 1 - Application submittals: August- December | Award: January |
| b. Period 2 - Application submittals: January- February | Award: March |
| c. Period 3 - Application submittals: March- April | Award: May |
| d. Period 4 - Application submittals: May- July | Award: August |

Applications will be available at the Joslyn Senior Center Outreach Office Desk and online at elsegundorecparks.org
Applications must be submitted to the Joslyn Senior Center Outreach Office, mailed applications will not be accepted.

Return all applications in a sealed envelope to:

Joslyn Senior Center
Attn: Linnea Palmer, Recreation Manager
339 Sheldon Street
El Segundo, CA 90245
310-524-2705

For any additional scholarship questions, please contact Recreation Manager Linnea Palmer at 310-524-2882 or lpalmer@elsegundo.org

Applicant Information					
First Name:		Last Name:		Date	
Home Address:					
City:		State:		Zip:	
Email:				Phone number:	
Minor Name(s): If applying for child(ren)					
What will scholarship be used for?					
Have you or members of your family participated in City of El Segundo Recreation programs before? If so, please list.					
***** For office only - Date submitted					

Funding Criteria

Applicant must fall within these income brackets related to the number of people in your household:

Number of People in Household	1	2	3	4	5	6	7	8
Income Guidelines	\$48,550 or less	\$55,450 or less	\$62,400 or less	\$69,350 or less	\$74,900 or less	\$80,450 or less	\$86,000 or less	\$91,550 or less

Documents that must be attached to this application:

- 1. Two Proofs of Residency**
- 2. Copy of most recent Income Tax Return or two most recent paystubs**



Program Scholarship decisions cannot be made without the required residency and income or tax information.