



# Martinsburg-Berkeley County Parks & Recreation Scholarship Program

(Effective 1/1/2020)

The Martinsburg-Berkeley County Parks & Recreation Board is committed to providing quality recreational opportunities to all residents in the City of Martinsburg and Berkeley County regardless of their economic status. We recognize that some residents may need assistance to be able to participate in certain recreational leagues. It is our belief that every resident should have the opportunity to take part in public recreational leagues which foster human development, promote health and wellness, and increase cultural unity. Studies have shown that children living in challenging environments benefit from the socialization of recreation offerings. This Scholarship Program will provide low income residents or residents facing unusual financial hardships with an opportunity to participate in certain leagues at a reduced rate. The number of scholarships may be limited in some leagues, depending on the space available. As a general rule, scholarships will be offered up to approximately 10% of the spaces available.

Beginning January 1, 2020 the Martinsburg-Berkeley County Parks & Recreation will offer league scholarships for residents of Berkeley County that are 18 years old or younger which have been approved for financial assistance. This applies to youth leagues only. A limited number of scholarships will be available for those that qualify. Scholarships will also be limited to one activity per season per participant.

All individuals interested in applying for an annual scholarship must complete a "Scholarship Application" and include all required documentation as noted on the application form. The Scholarship Application will be reviewed, in confidence, by our Scholarship Committee and a decision will be provided within 10 business days.

All applications must be received at least 20 days prior to the league registration deadline to allow ample time to review the scholarship application.

*Please note, all information and documentation must be completed or the application will be returned unaccepted.*

## **Scholarship Application Procedures:**

1. Obtain the Scholarship Application Form and Instructions. The forms can be picked up at our administrative offices or downloaded from our website at [www.mbcparcs-rec.org](http://www.mbcparcs-rec.org).
2. Submit the application with all required documentation in person at our administrative office or submit by mail to Martinsburg-Berkeley County Parks & Recreation, Attn: Registrar, 273 Woodbury Avenue, Martinsburg, WV 25404.

3. Applications will be reviewed and a decision issued within 10 business days of the receipt of the completed application. Applicants will be notified in writing with the scholarship decision. This notification will include procedures on how to register in upcoming leagues that are being offered.
4. All scholarships will be granted for a twelve month period that begins on the date of the scholarship approval.
5. Scholarships will be awarded up to a max of 100% of the cost of the registration and will only be applied toward the cost of registration. Scholarships are not available for equipment, supplies or any other additional fees. The scholarship committee will determine the amount of the scholarship award.
6. Each participant listed on the scholarship application will be eligible for one league activity per season.

Questions regarding the Scholarship program or the application process can be answered by calling our administrative office at 304-264-4842 or by sending an email using the form on the “Contact” tab on our website.