



SKILL BUILDING APPLICATION CHECKLIST

Thank you for reaching out to Holly Area Youth Assistance for skill building scholarships. It is HAYA's goal to help support youth and their families by helping to fund activities in which the student/youth wishes to participate. Please initial each requirement of the application as it is completed by you the parent/guardian. Notification of being granted skill building scholarships will be made no later than 10 days after receiving the completed skill building application packet.

_____ **Read and agree to HAYA's Skill Building Scholarship Policy**

_____ **Complete the HAYA Student Enrichment Form**

_____ **Proof of Residency Document** (provide one of the following)

- Copy of parent/guardian's driver's license
- State ID
- Recent utility bill
- Property tax invoice

_____ **Proof of Income/Financial Support** (provide one of the following)

- Copy of Bridge Card
- Copy of Social Security statement (SS# blocked off)
- Free & reduced lunch documentation
- Copy of signature page of parent/guardian most recent tax return (SS# blocked out)

_____ **Activity Flyer for which a scholarship is being sought**

_____ **Time Stamp of the HAYA secretary**

_____ **Initialed and dated HAYA Skill Building Policy given to parent/guardian**

HAYA OFFICE USE ONLY

_____ **HAYA Office Secretary Approval that all necessary items have been received**

_____ **Parent/Guardian notified of Skill Building Scholarship awarded or not**



Holly Area Youth Assistance Skill Building Scholarship Policy

Holly Area Youth Assistance Board of Directors adopted a Skill Building Policy for the purpose of processing Skill Building Scholarship requests in an equitable and fair manner. Skill Building Scholarships are provided to children who reside in the Holly School District in the interest of keeping them active and involved in positive, esteem-building activities. This policy is a guideline for reviewing and approving requests for scholarships and is subject to exceptions on an individual basis with consensus of the HAYA Executive Board and the Skill Building Committee.

1. The Youth Applicant must be a resident of Holly Township, the Village of Holly, Groveland Township, Rose Township, Springfield Township or White Lake Township and attend school within the Holly Area School District. And the Parent/Guardian is required to submit a completed Student Enrichment Application Form.
2. The family must meet existing Community Development Block Grant guidelines listed below:

2017 INCOME LIMITS Established by the U.S. Department of Housing and Urban Development
(PLEASE CHECK ONLY ONE):

Maximum Income

- Family of 2 less than \$42,800 Family of 3 less than \$48,150 Family of 4 less than \$53,500
 Family of 5 less than \$57,800 Family of 6 less than \$62,100 Family of 7 less than \$66,350

3. Scholarship approval will be limited to one per child per year. However, a second request may be approved on an exception basis for special circumstances as determined by the Skill Building Chair and the Executive Committee.
4. The scholarship amount will vary depending on the program sought and monies available. Usually the monies awarded are in the \$50 - \$75 range. Parents will be responsible for any remaining balance.
5. Scholarship funds are paid directly to the providing organization and not paid to the parent/guardian.
6. Scholarships will be limited to participant fees only. Uniforms and any related fees attached to the activity will be excluded.
7. Notification of the awarding (or not) of a requested skill building scholarship will be made within 10 days of the date the **completed** Skill Building Application Packet was submitted. **(These 4 items):**

1. Skill Building Application Checklist
2. Holly Area Youth Assistance Skill Building Scholarship Policy
3. HAYA Student Enrichment Application Form
4. Oakland County Household Information Form

I have read and understand the Holly Area Youth Assistance Skill Building Scholarship Policy.

(Parent/guardian filing the HAYA Skill Building Scholarship Application Packet)

Date



Date Received: _____

HAYA Student Enrichment Application Form

Child's Name _____ DOB _____

Parent's/guardian's name _____ # of adults in household _____

Address _____ Township _____

City _____ Zip code _____ Cell # _____

Home # _____ Work # _____ Email Address _____

Name of Activity/Program: _____

(Please attach flier or printed material for this activity or program)

Start Date of the activity/program: _____

Number of sessions or length of program/activity: _____

Registration deadline: _____

Program/Activity name to which the check would be made payable: _____

Contact person for the activity/program & their phone #: _____

Total cost of the activity/program: _____ Amount you can pay: _____

What other assistance are you receiving for this activity/program? _____

Amount of skill building funds you're requesting from HAYA: _____

