

**PGST YOUTH SERVICES  
DRIVER'S EDUCATION APPLICATION**

Port Gamble S'Klallam Youth Services provides drivers education scholarships to youth age 15-18 who are enrolled members of the Port Gamble S'Klallam Tribe.

**Drivers education is a one-time supplemental assistance per youth. Awards will cover up to 50% of course registration and DOL knowledge test. Additional add on services costs will not be covered by the scholarship.**

- It is at the discretion of the family to which driver's education school they choose to use.
- It is the parent or guardians responsibility to sign up and complete all requirements for the chosen course.
- All payments must be set up as a vendor to be processed.
- Receipts must be submitted within one month to guarantee reimbursement.
- The custodial parent is eligible to apply and if 50% custody, parents must agree on course selection.
- *For further eligibility see the: Distributing Drivers Education Scholarships Policy*

Parent/Guardian Applicant: \_\_\_\_\_  
Address (not P.O. Box): \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Youth Applicant: \_\_\_\_\_ DOB: \_\_\_\_\_  
School: \_\_\_\_\_ Grade or Age: \_\_\_\_\_

Tribal Affiliation:  
Youth Enrolled PGST:                      Yes              No      Enrollment # \_\_\_\_\_

Drivers Education Information:

Driving School: \_\_\_\_\_

Course Dates: \_\_\_\_\_

- Reimburse me for 50% of the course cost already paid. Proof of payment attached.
- Pay the full course amount. Total course cost minus 50% of eligible assistance amount receipted into accounting. Proof of payment attached.

I \_\_\_\_\_ have enrolled my youth in a licensed drivers education school and understand they must obtain their permit prior to driver's education course start date. It is my responsibility to provide a vehicle for my youth to use and to help with required practice driving. It is my responsibility to get my youth to and from classes and scheduled drives. I am responsible for any other costs associated with driver's education and obtaining a permit/license.

Parent/Guardian Signature \_\_\_\_\_ Date: \_\_\_\_\_

<p><b><u>Youth Staff Only:</u></b> Date: _____ Amount Awarded: _____ Reimbursement: _____ Full Payment: _____ *Receipt attached from accounting Processed By: _____  Add. Reimbursement: _____ Processed By: _____</p>
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**Distributing Drivers Education Scholarships for Youth Aged 15-18  
General Welfare Program**

This policy is to provide supplemental assistance for youth eligible for driver's education through a licensed drivers education school, to promote educational success and healthy choices.

- 1. Port Gamble S'Klallam Enrolled Youth Between age 15 and 18 Are Eligible to Receive Drivers Education Scholarships**
- 2. Parent or Guardian Must Submit a Complete Application, According to the Published Deadline in Order to Receive Assistance.**
  - Staff may request additional verification or documentation to determine eligibility.
  - Assistance may only be used for the youth listed on the application.
- 3. Drivers Education Scholarships be Applied to Course Registration and a DOL Knowledge Test**
  - Drivers' education is a onetime supplemental assistance per youth.
  - Scholarships will only cover one attempt of the DOL Knowledge Test
  - Additional add-on services costs will not be covered by the scholarship.
- 4. Payments Can be Made Directly to an Organization or Reimbursed to the Parent or Guardian.**
  - For full payment to an organization, the parent/guardian must receipt in the course balance to accounting for payment to be made.
- 5. Funds are Discretionary and Subject to Tribal Council Approval of its Annual Budget.**
  - The monetary amount of the assistance will be determined with the Annual budget.
- 6. Assistance Used Outside the Scope of This Policy May Result in Repayment to the Tribe and Ineligibility for Future Use.**
- 7. Record of Assistance Given Will Be Tracked and May be Subject to Audit.**
- 8. This Program Shall Be Administered in Compliance with Title 31 of the Tribe's Law and Order Code and §139E of the Internal Revenue Code of 1986, as Amended, and Therefore Shall Be Excluded from the Participant's Gross Income for Federal Income Tax Purposes and State Benefit Calculation.**
- 9. Assistance Will Not Diminish a Participant's TANF/SFA, RCA, PWA, ABD Cash, and Food Assistance Benefits, as Pursuant to Washington Administrative Code 388-450-0040.**