



HUDSON VALLEY ADMIRALS

A proud member of American Youth Football and Taconic Youth Football & Cheer

PO Box 128, Lagrangeville, NY 12540

www.HudsonValleyAdmirals.com

Scholarship Request Policy

Purpose: In order to establish a uniform and fair procedure to process and award scholarship money for the members of the Hudson Valley Admirals the following policy is in place.

Application: Any member of the Hudson Valley Admirals who wishes to request a reduction of registration or other fees based on financial or other hardship must request consideration from the Board of Directors in writing prior to the regularly scheduled meeting of the Board in July . The request must include:

1. An explanation of the fees the petitioner is requesting waived or reduced.
2. A background explanation of the specific circumstances that the petitioner feels warrants a scholarship (financial hardship, health issues, etc). A history of the petitioner's connection to HVA should also be included (years as a member, number of children, coaching status, volunteer history, etc).
3. A specific amount that the petitioner plans to contribute towards the total amount; full scholarships will rarely be awarded except in extreme cases.

All requests must be received in writing. Verbal requests, text messages, and social media messages will not be accepted. The written request may be mailed (PO Box 128, Lagrangeville, NY 12540), e-mailed to HVAregistrar@gmail.com, or submitted to the registrar in person.

Those requesting a scholarship must participate in any required fundraising in order to be considered eligible for scholarship funds.

Procedure: Registrar will print the request and have it available for the Board to review. The review will only be open to voting members of the Board of Directors to protect the petitioner's privacy and no information discussed in the closed meeting will be disclosed outside of the Board. All discussion of scholarship requests will occur during the closed Board of Directors meeting in July. The Board shall consider all factors when deciding scholarship awards including but not limited to history with organization, coaching status, volunteer history, in kind donations and known financial situation. The criteria for eligibility for scholarship shall be "need based" with ability to pay and history of involvement being determining factors. At no time will a child's athletic ability be considered during deliberations.

Wait List: When the scholarship budget is exhausted additional petitioners will be placed on a waiting list in order of need.

Notification: Recipients will be notified in writing of the amount of scholarship received and the amount of balance outstanding. The letter shall include the following verbiage: "Scholarship recipients have 15 days to accept or reject the offer so that it may be offered to those on the waiting list. Failure to accept will be considered a rejection of the offer."

Appeals: There is no appeals process. Decisions of the Board are final. Petitioners may reapply at any time for consideration at the next Board meeting and requests will be evaluated only if funding is available.

Approved by Board of Directors: April 10, 2017