

Scholarship Policy
Lubbock Area AFP Chapter

Purpose

The purpose of this policy is to establish the benefits and regulations pertaining to all scholarship programs offered by this chapter. The chapter offers scholarships to provide opportunities for participants to increase their professionalism, knowledge and skills by attending courses, conferences and workshops relevant to fundraisers offered locally, nationally and internationally. This policy must accompany each application.

Award Procedures

1. To be considered for an award, applicants must submit a completed application prior to the published deadline (**note:** sample application forms are included with this policy)
2. The Scholarship Committee will review all applications and make award decisions. Both winners and alternates may be selected.
3. Awards may be for the full amount requested or a portion thereof.
4. Payment of an award is conditioned on the recipient fulfilling the obligation for which the award is made. If an initial recipient (Chamberlain Scholarship only) cannot use the scholarship, it may be awarded to an alternate.
5. Payment of scholarship funds will be dependent on the type of scholarship being received. Each scholarship descriptions below must clearly state when and how the funds will be distributed to the winner.

Application Criteria

Application criteria varies based upon the scholarship and are listed on the applications.

Scholarships Available

Chapter Membership Scholarship: Up to 6 scholarships a year may be granted (based on current budget for chapter). Each year when setting the budget, the number of available scholarships will be decided. The member will be responsible for their lunch costs each meeting. The Membership Chair will accept applications throughout the year until the number available are met. The Membership Chair will present the applications to the Board for approval and will notify the applicants within one week of the monthly board meeting.

Chamberlain Scholarship: 1 scholarship of a registration fee, travel, and lodging, and meals attend to the AFP International Conference. The AFP Foundation for Philanthropy will directly pay the funds to AFP IHQ for registration. Recipients will be reimbursed by the Chapter for the \$10 registration fee. The applications will be reviewed by a committee of at least (3) past Chamberlain Scholars and the immediate Past President of the Lubbock Area Chapter. and the recipient will be notified by the current Chapter President by October 28th The Chapter must report their recipient IHQ by October 31st of each year.

Adopted by the Lubbock Area Chapter of AFP Board of Directors on April 13, 2017.

I understand this policy and agree to comply with the provisions.

Printed Name _____

Signature _____ Date _____