Mt Spokane-Mead Pop Warner

Standard Operating Procedure Scholarship Policy

Effective Date: 4/23/2015

***Revised Date: 6/5/2017***

# Policy

This policy, set forth by the Mt. Spokane-Mead Pop Warner Association (MSMPWA), documents the scholarship requirements and the obligations of the scholarship recipients and MSMPWA. It is the responsibility of each recipient to adhere to the guidelines and fulfill all obligations set forth in this policy. It is the duty of MSMPW to enforce said guidelines.

***Definitions:***

“Scholarship Recipient” is defined as any approved individual including parent/relative receiving funds/discounts from the association to be applied to registration fees for the upcoming season.

“Monthly Household Income” is defined as all income of all household members including salary, wages, social security, public assistance, child care assistance, unemployment insurance, child/spousal support, pension/retirement, and all other sources of income.

“Proof of Income” is defined as 3 months of paystubs with year to date figures, current year award letters, or a certified tax statement.

# Procedure

The following procedure guidelines and obligations must be followed by all scholarship recipients

1. All applications that meet scholarship requirements will be awarded on a first come first serve basis.
2. MSMPWA guarantees (4) scholarships per year covering 50% of registration cost per awardee.
3. Additional scholarships can be awarded at the discretion of MSMPWA, but are not guaranteed, under the following circumstances:
* Number if registrants exceeds seasonal expectations
* Number of scholarship applications exceed seasonal expectations
1. Scholarship application eligibility will be based on the current federal school lunch program guidelines.
2. Proof of income *must* accompany each submitted scholarship application.
3. Payment of awardees responsibility (50% of registration cost) is due at the time of approval, but no later than season registration deadline (July 15) or scholarship will be forfeited and awarded to next eligible applicant.
4. Scholarship awardees are required to sign a MSMPWA Scholarship Contract outlining the obligations of the awardee and disciplinary actions if obligations are not met.
5. All scholarship awardees are required to fulfill 8 hours of volunteer time assigned by MSMPWA. Volunteer opportunities include, but are not limited to:
	* Concessions
	* Field set up/take down/clean up
	* Fundraising and/or special events (Jamborees, PPK, open registration events, etc)
6. Disciplinary actions for non-compliance will be voted on by the MSMPWA Board of Directors with majority rule. Disciplinary actions include, but are not limited to:
	* + Repayment of scholarship award
		+ Denied participation in the current and/or following season

Any changes made to the above policy, at any time for any reason, will be made public knowledge immediately.

*MSMPWA complies with the Washington State “Fair Play in Community Sports Act” (Chapter 467, 2009 Laws, effective date July 26, 2009)*