

### 3.4.6 Scholarship Program *(Approved Oct 16, 2010)*

**A**                    **Purpose** - The purpose of the Scholarship Program is to promote fitness and health through participation in adult swimming for life.

**B**                    **Goal of Program**

(1)            To assist OMS members or potential members with expenses associated with swimming and/or OMS sponsored events in situations where a swimmer's financial ability to pay limits his/her participation in these activities.

(2)            Such activities may include but are not limited to costs associated with OMS/USMS registration fees, entry fees for pool swim meets and open water events that are sanctioned or recognized by the Oregon LMSC or hosted by an Oregon local team, and USMS postal events.

(3)            OMS funds shall not be used for local team dues or functions.

**C**                    **Application Process**

(1)            The individual needing assistance or a person recommending the swimmer for assistance shall contact the OMS Registrar or a member of the Scholarship Review Panel.

(2)            A Scholarship Review Panel (Panel) composed of the Registrar, the Treasurer and one other Board member appointed by the Chair shall review applications for scholarship.

(3)            The applicant should list each pool, postal and/or open water event for which they are requesting support.

(4)            The Panel will evaluate the request and recommend approval or denial of the application and the amount of funding to the Board.

(5)            The Board will be notified of the panel's recommendation at a regularly scheduled meeting.

(6)            Application must be made each year. No scholarship will be automatically renewable.

**D**                    **Basis for Decision**

(1)            No documentation of a swimmer's income shall be required.

(2) If a person qualifies for a public assistance program, e.g. welfare, food stamps, Oregon Health Plan, housing assistance, etc., approval shall be automatic.

(3) There should be no expectation that all requests will be approved.

**E Reporting/Accountability**

(1) The Panel shall submit a report of requests and approvals with dollar amounts without names to the Board at regular meetings.

(2) The Treasurer shall keep a record of all disbursements with details.

(3) The Treasurer shall make a line item for income and disbursements.

(4) There shall be a maximum expenditure of \$300 per swimmer and \$1200 yearly total from OMS funds. Expenditures exceeding \$1200 per year shall require Board approval.

(5) All disbursements shall be considered on a yearly basis.

**F Promotion/Notification**

(1) A description of the program shall be published in the Newsletter and on the OMS website, listing the Registrar as the contact for applicants.

(2) A notation with information about the Gold Medal Sponsorship program shall include that these funds may be used for scholarship programs.

**G Confidentiality** - All applicants' names shall be confidential and remain anonymous to all except the Panel.

**H Processing of Fees**

(1) OMS/USMS Registration Fees: Applicant shall write 'Scholarship' on the registration form and mail the application form to the Registrar and send no money.

(2) Event Entry Fees: Applicant shall write 'Scholarship' on the meet entry form and send no money. Event director should verify applicant's scholarship has been approved by contacting the OMS Treasurer. Event director reimbursement from OMS shall include all scholarship recipients.

**(3)** Other fees shall be handled on a case by case situation.