

## **NAIGC Scholarship Fund Policy**

*Version 1.5/ Last Amended 2/8/2023*

### I. Overview

- A. The NAIGC is an incorporated, tax-exempt nonprofit with 501(c)(3) status, and any donations to the NAIGC may be tax-deductible.
- B. Purposes of this Policy: To provide the processes for allocating and managing funds for NAIGC Scholarships and determine how scholarships will be distributed.
- C. Before accepting contributions to the Scholarship Fund, consult the NAIGC Gift Acceptance Policy.

### II. Location of Scholarship Fund

- A. The NAIGC General Fund is housed in a business checking account and high yield business savings account. The checking account is used for storing all revenue and paying regular program and corporate expenses. The savings account is used to generate stable investment income from otherwise unutilized excess funds.
- B. The NAIGC Scholarship Fund will be included in the NAIGC Chart of Accounts which will keep track of earmarked contributions and award distributions.

### III. Responsibilities of the Scholarship Team

- A. The Scholarship Team will be responsible for selecting the review panel, receiving applications, and overseeing the review and recipient selection process as specified in Sections V and VI.
- B. The Scholarship Team Leader will be responsible for verifying with the Treasurer or other designated account holder that the correct scholarships have been paid to recipients, and correct funds allocated to the Scholarship Fund.
- C. The Scholarship Team will present a proposed set of scholarship awards and additional funds to be added to the Scholarship Fund which will be voted on annually along with the organization's operational budget. The approved proposal would go into effect for the following fiscal year.

### IV. Allocating Assets to Scholarship Fund

- A. The Scholarship Fund will maintain at least a minimum balance needed for the following year's awards. If the Scholarship Fund does not contain the necessary amount, the difference will be transferred from the General Fund. All transfers from the General Fund to the Scholarship Fund must be disclosed to the full NAIGC Board.
- B. Funds that are earmarked as Scholarship donations will be automatically allocated to the Scholarship Fund. These may come in the following forms:
  - 1) Online scholarship contributions via NAIGC.org.
  - 2) Cash scholarship donations at Nationals.
  - 3) Designated portions of sponsorship payments that include a Scholarship Fund donation in their signed contract.

- C. Any additional funds allocated to the Scholarship Fund must be approved for the following fiscal year along with the organization's operational budget.

V. Scholarship Awards Offered and Selection Criteria

- A. First Year Athletic Scholarships: The NAIGC will grant two scholarships each year, each for a total of \$2000. A maximum of one scholarship per discipline shall be awarded.
  - 1. Applicants for this award must be incoming freshmen, enrolled as full-time students at a school with an NAIGC club. Applications for students not attending a school with an NAIGC club will be handled on a case-by-case basis.
  - 2. Ideal award winners are applicants who embody the NAIGC motto "For the Love of the Sport," are actively involved in the greater gymnastics community, and are likely to become future leaders in the gymnastics community.
  - 3. Additionally, athletic scholarship recipients should exhibit a high standard of gymnastics ability, a past history of competitive success, and academic achievement.
  - 4. Applicants are scored based on the [First Year Athlete Scholarship Application Rubric](#).
- B. Underrepresented Athlete Scholarship: The NAIGC will grant two scholarships each year, each for a total of \$2000. A maximum of one scholarship per discipline shall be awarded.
  - 1. This scholarship intends to enhance representation of college athletes from diverse backgrounds historically underrepresented in the NAIGC or the gymnastics community in general.
  - 2. Applicants must identify as from a group that is underrepresented in the sport, including but not limited to Black/African American, Native American/Alaskan Native, Hispanic/Latino, and Hawaiian/Pacific Islander.
  - 3. Applicants for this award must be enrolled as full-time undergraduate students at a school with an NAIGC club. Applications for students attending a school without an NAIGC club will be handled on a case-by-case basis.
  - 4. Ideal award winners are applicants who embody the NAIGC motto "For the Love of the Sport," are actively involved in the greater gymnastics community, and are likely to become future leaders in the gymnastics community.
  - 5. Applicants are scored based on the [UAS Application Rubric](#).
- C. Any additional scholarship awards must be proposed and approved by Board vote (see Voting Policy) prior to the opening of the application period for the scholarship.

VI. Selection Process for Scholarship Recipients

- A. Applicants are evaluated by a panel including members from the Scholarship Team and in conjunction with additional teams or task forces as needed, with the goal of finding athletes that are going to be the best representation of the NAIGC. Any panel member that meets any of the conflicts of interest criteria below should recuse themselves from any activity involving the applicant where the panel member has a conflict of interest

(initial rating of application for the specific applicant, semifinalist voting if a specific applicant is involved or finalist voting if the specific applicant is involved).

1. The panel members are not related to an applicant.
2. The panel members are not a professional colleague or coach of an applicant.
3. The panel members are not a student or alum of the same high school or university of an applicant.
4. The panel members are not a current or former teammate of an applicant.

B. Selection Process:

1. Each applicant is initially scored per the award's specific application rubric by at least two panel members. The number of applicants reviewed by each panel member is determined by the number of award applicants and the size of the panel. After scoring each of their assigned applicants, each panel member submits their top two semifinalists per award category as determined by the rubric.
2. The entire panel reviews and discusses each semifinalist application and scores them individually using the same rubric. The top four per award category are selected as finalists using the panel's scores. In case of ties for 4th, include all applicants that tied for 4th.
3. After determining the four finalists per award category, each panel member may choose one applicant to advocate for as an additional finalist. The panel member may present their case to the panel, and if approved, the applicant may become a finalist.
4. The finalists' applications are then reviewed and discussed for an additional time by the entire panel. Each panel member votes on each finalist to determine the award winners.

VII. Timeline

- A. This section outlines the default timeline. The President or incoming Scholarship Team Leader may extend the application and/or selection deadline if deemed beneficial for that year.
- B. Applications will be accepted on a rolling basis.
- C. The deadline for applying is the third Saturday in June at 11:59 pm PST for applicants starting college between July of the current year and June of the following year.
  1. The deadline for applying will be communicated on NAIGC.org and through social media.
  2. Late applicants can be accepted but will be evaluated on a case-by-case basis.
- D. Award winners will be selected and notified by August 15th. Non-winners will also be notified by August 15th.

VIII. Delivering Scholarships

- A. The Scholarship Team will contact the school's financial aid office to find the proper address and other info for sending the scholarship check.

- B. The Treasurer will write the school a check with the recipient's name and student ID number on it. The Treasurer will send half of the award by September 1 and the remaining half by January 1. The second award payment is contingent upon scholarship awardees meeting the expectations outlined in section IX.

IX. Expectations for Scholarship Awardees

A. Expectations for all Scholarship Awardees

1. Use the scholarship for college or post-secondary education expenses, excluding postgraduate work.
  2. Follow the NAIGC Code of Conduct.
  3. Attend the school specified on their Scholarship application.
  4. Accept the Scholarship via email within four weeks of notification of the award.
  5. Strongly encouraged to attend the NAIGC National Championships during the year of their scholarship.
  6. Submit a one-page report about their experience as a Scholarship recipient in the NAIGC by May 31st of the academic year in which the scholarship was received.
  7. Work with NAIGC to create a testimonial in written or video format that the NAIGC can use for promotional purposes.
  8. Regularly attend NAIGC practices with an NAIGC affiliated member club.
  9. Participate in at least one NAIGC event throughout the year.
- B. In cases where the above expectations are not met, or for any other reason, the Scholarship Team may vote to determine whether a scholarship will be withheld.

X. Amendments

- A. This document may be amended by the NAIGC Board.