

## **O'Fallon Panther Band Boosters, Inc.**

### **Scholarship Fund Policy**

#### **Purpose**

The purpose of the O'Fallon Panther Band Boosters Scholarship Fund is to provide funding for any OTHS student who wishes to participate in an OTHS curricular band program or activity (i.e.: Music for All National Festival) but cannot afford to pay all or a portion of the fees and/or expenses associated with participation.

#### **Governance**

This Policy, approved by the O'Fallon Panther Band Boosters on 24 March 2022, shall serve as a commitment by the organization to fund and manage the OTHS Band Scholarship Fund in accordance with the requirements outlined within this policy. Since this policy was voted on and agreed to by majority vote of the O'Fallon Panther Band Boosters general membership, it serves as an on-going obligation of the Booster organization. Any proposal to change or suspend this program must be adopted by majority vote of the members present at an O'Fallon Panther Band Boosters General Membership Meeting. Notice of not less than seven (7) days must be given to the entire membership prior to any such proposed changes being submitted for vote.

#### **Publication**

The Scholarship Fund Policy and Application shall be communicated to the general booster membership via email.

#### **Funding**

To provide funding for the Scholarship Fund, the O'Fallon Panther Band Boosters agree to contribute 20% (not to exceed \$500) of any net earnings, more than the budgeted earnings forecast from each general booster fundraising events. In the event that the Scholarship Fund reaches a funding level of \$10,000, these contributions will discontinue until such time as the fund drops below the \$10,000 threshold. In addition, any "undesignated" student fundraiser proceeds and funds that individual donors have designated for student assistance purposes will be deposited into the Scholarship Fund.

Yearly available funds will be equal to the total fund balance, minus \$3,000.

#### **Evaluation Committee**

An Evaluation Committee will be formed annually to review the applications and determine awards based on applicant needs and available funds. The Evaluation Committee shall be a four (4) person committee and consist of the Band Director, Booster Student Account Manager (SAM), and two (2) Booster alumni appointed by the Booster President. The Booster Student Account Manager will be a non-voting participant/advisor to the Evaluation Committee.

## Assistance Options

The following assistance options are available and may be requested based on individual need. Priority will be given to accommodate requests for assistance with the Marching Band, Color Guard, and Concert Band fees/expenses before considering other assistance requests.

Revised: 16 March 2022

1st Priority: Assistance with Marching Band and/or Fall Color Guard Fees.

2nd Priority: Assistance for eligible students to participate in an OTHS curricular band sponsored activity.

## Rules

1. The student or the parent/guardian must demonstrate financial need or hardship and complete the O'Fallon Panther Band Boosters Scholarship Application.
2. The student must show merit by having demonstrated and maintained good attendance and a positive support of the band program. Student information regarding attendance and attitude from prior years may be considered during the evaluation process.
3. For assistance, the student must be academically eligible to participate in extracurricular activities in accordance with school policy.
4. The student and parent/guardian of the student receiving the funds is expected to volunteer extensively at Booster fundraising events which support the Booster general fund (e.g., MEMC, Yard Sales, Craft Fair, MCCGA, Concessions, etc.) to help offset the cost of the assistance provided. Failure to actively volunteer may jeopardize your assistance award and/or negatively impact future assistance requests (exceptions due to hardship can be made to this rule on an individual basis and will be determined by the Evaluation Committee).
5. The student should participate, if possible, in the Booster sponsored student fundraisers to help offset their need for assistance. By doing so, any balance accrued after the student is no longer a member of an OTHS band program will be transferred back into the Scholarship Fund to help replenish the fund for future students.
6. Students must pay installment one (1) of applicable band/color guard fees prior to award notification on 15 June.

➤ Payment Due Dates:

- Installment One - 23 April
- Installment Two - 21 May
- Installment Three - 25 June
- Installment Four - 21 July

Revised: 20 March 2025

7. Scholarship awards will be applied toward final payment for fees and curricular activities.

### **Application Process**

1. Completed applications are to be submitted digitally. The deadlines\* for submissions are:

- a. No later than two (2) weeks after the first full Marching Band rehearsal. The submission deadline will be communicated via email.
- b. September 1st for Concert Band participants and new arrivals for Marching Band. c. Two (2) weeks prior to the student's registration deadline for any other curricular band activity.

\* Understanding that financial needs may change, applications received after these dates will be considered based on availability of funds.

2. Band Director, with the assistance of the SAM, will review the application to make sure it is complete and assemble additional needed information regarding band grade, attendance, participation, and request that the OTHS Administration review the financial need criteria.

3. The Evaluation Committee review date will be selected by the Band Director and will meet following the submission deadline.

4. The Evaluation Committee, by majority vote, will make assistance awards based on financial need, available funds, and student merit. Application does not guarantee a scholarship award.

5. Scholarship recipients will be notified by 15 June to allow parents to prepare for the final band fee payment.

### **Applicant Confidentiality**

Applications are submitted in confidence and efforts will be made to protect the privacy of the applicant. Only the members of the Evaluation Committee will know the identity of the applicant and assistance. Recipients will not be announced or disclosed to the Booster Board or General Membership. The Evaluation Committee will only disclose data regarding the number of applications received, number of applications approved, and total dollar amount awarded.

### **Dissolution of Scholarship Fund**

Should the O'Fallon Panther Band Boosters vote to suspend or eliminate the Scholarship Fund, any remaining funds will go into the Booster's general fund. In the event of the dissolution of the O'Fallon Panther Band Boosters, Inc., any remaining funds in the Scholarship Fund will be disposed of in accordance with Article XIII of the Booster Bylaws adopted May 2018.

Revised: 16 March 2022