

Best Practices for Athlete Scholarships within the Agency

Some Things to consider

- How does an athlete apply?
- Who decides which athlete's applications get approved?
- What is required on the application?
- Are there limits to what the money is for?
- Is there a cap to the amount of money that the Agency gives?

Suggestions shared by Green Bay Metros Agency 5-15

We have the parents/athlete/caregiver fill out the form which simply states: athlete's name, the request, why, and the amount needed (see later in this document). After the form is received we discuss it as an Agency Management Team and decide if we can assist. (People make requests for gas cards, hotel accommodations for state, state fees, uniforms, or equipment, etc.). After that we decide if the amount is appropriate and if we need to make a change (usually a little lower), we write on the form why that decision was made. Then we file that request in our folder for future reference.

We then go back to the person who made the request and explain our decision. We also let them know that we are limited to the number of requests we can provide and that we try to only give scholarships in the cases that where it is really needed. We know that there are some families within the Agency who would take advantage of the scholarships if we let them so we tell them that there is a one hundred dollar limit per athlete per year. We also tell other families that we know are really struggling and, honestly, if they reach the hundred dollar limit and more is needed we would discuss it on an individual basis though that it is not guaranteed. We have not had anyone go over the hundred dollars to this point.

We also have asked our private donors (we have a few that give a cash donation every year) to use their monies for scholarships specifically. They have agreed and we have set that money aside for athletes that really need help with transportation, accommodations or uniforms. We make sure that if we give this money to anyone we acknowledge the donor and let the donor know that we did so. All other fundraising that we do is then used for the entire Agency and the needs of the entire agency.

The other thing that we have done in the past is requested that if we are willing to give a scholarship to an athlete their parent or guardian must register with us to do at least one chaperoning event throughout the year or do one task for us in return. We also make the client and the parent agree to make every practice and tournament that the athlete is eligible for...and if they quit for reasons that are unacceptable (simply don't want to show up, etc.) the money may have to be returned. I know some of this may sound like a big commitment or complicated but it really has worked well for us. We communicate a great deal with the

parents and the caregivers about the fact that we are willing to help if they are willing to give in return. We have had no problems with this system and everyone seemed to think that it was fair.

We also have sent a parent newsletter in which it stated that during these hard economic times we didn't want anyone to be left out and, if for any reason financial assistance was needed, we would be willing to help on an individual basis. This would remain confidential between the Agency Management Team and the person requesting the assistance. After this, though, letters from several families who can afford to give offered sponsorships if needed which was really nice.

Suggestions shared by Carla Lieb, Regional Director of Sports

When I have talked with programs I suggested the same as what the Metros do. I also suggest that the athlete makes a commitment to the sport they want the grant for and signs a contract. For example, if they are getting help with bowling fees then they must commit to attend all tournaments they qualify for. Also if they get a grant for state games and then decide at the last minute they just don't want to go, then they know it will jeopardize any future grants they can ask for.

Suggestions shared by West Madison Youth Agency 6-20

We developed a form earlier (see later in this document) this calendar year that we anticipated using. We don't offer scholarships any longer as most of the youth athletes are involved in some systems of care that will pay on their behalf, and we also offer the opportunity for families to gather friends, relatives & each other to work at area fundraisers that support our agency with the premise that the monies they earn at the fundraiser (which is paid out to WMYSO) can be 'virtually banked' for their athlete to offset/pay for fees.

We have also assisted athletes/families in locating other funding/grant opportunities (through local service organizations like Kiwanis) to request funding for individual athletes.

Request for Sponsorship

1. Name of Athlete: _____
Date: _____

2. Parent /Guardian
Name: _____

3. What are you requesting:

4. Reason for request:

The Green Bay Metros are willing to take any request into consideration. Please be advised that we are not able to sponsor every athlete for every sport. (Each sport will require a separate request form). We may be able to help in times of need. However, we ask that if you are able to contribute something to your child's / athlete's sports participation, that you indicate that on this form. If we work as a team maybe we can meet your / their needs.

5. What are you able to contribute:
- a. Financial (amount): _____
 - b. Transportation (to or from events/tournaments): yes no
 - c. Volunteer commitment (will you volunteer at sports events if needed?): yes no

Parent /Guardian Signature

Approved: Yes No

Date: _____

Amount: _____

Description:

Agency Mgr. Signature

Agency Mgr. Signature

(Sample form from Agency 6-20)

Athlete's Name:

Parent Name and contact information:

1. Do you wish to be contacted by phone or email?
2. Please detail how you have volunteered or contributed to WMYSO Agency:
3. Have you requested a scholarship before? Yes No (circle one)
If yes, when?
4. What are the circumstances for your request?
5. What amount can you contribute?
6. What event or activity are you requesting the scholarship for?
7. What dollar amount are you requesting?
8. Have you requested funding from other sources?
(FSRC, CCF, PTA, service organizations, etc) If so, who?

Please complete this questionnaire and return to
Agency Manager for review by WMYSO Scholarship Committee.

For agency use only:

Date application rec'd _____ Approved/Denied (circle one) Amount approved \$ _____

Date Notified _____ (email / phone / in person) AMT Initials _____

Follow up _____

Requests and decisions for Scholarships will be kept confidential by WMYSO AMT unless
Parent gives written consent for AMT member to contact other potential funding sources on
Athlete's behalf.