

# Wethersfield Dollars for Scholars

## Scholarship Awards Policy

1. **ELIGIBILITY:** Wethersfield Dollars for Scholars Scholarship Awards will be open to any Wethersfield, CT resident who is graduating from high school and plans to attend first year of post-secondary education (a two- or four-year accredited college or university, or vocational school).
2. **AVAILABILITY:** The scholarship program for Wethersfield Dollars for Scholars will open on November 1 and close by March 29 for awards made in May or June of the current school year. Students may apply only during their senior year for consideration.
3. **APPLICATION:** Students must complete all the required information for the Student Profile in ChapterNet accessible via our web site [Wethersfield Dollars for Scholars](#). All students must provide need-based information from their current year FAFSA report. The Scholarship Selection Committee (“Committee”) will not be able to consider applications submitted after the deadline. Only members of the Committee and those directly related to awards disbursement will see Student Profile information.
4. **SCHOLARSHIPS:** The minimum scholarship Wethersfield Dollars for Scholars awards is \$500 per student.
  - Scholarships will carry the name of the donor or of the individual/organization designated by the donor (i.e. the Jane Smith Scholarship, the Lions Club Scholarship, etc.), unless the donor specifies it as an anonymous donation.
  - If a specific donor or endowed fund can provide more scholarship dollars, awards to multiple recipients will be discussed as an option with the donor.
  - Often times donors request to direct their gifts to an identified leadership trait, area of study or activity. Every effort is made to match the desires of the donor.
  - Gifts may result in an annual or one-time scholarship as determined by a written agreement with the donor.
5. **AWARDING OF SCHOLARSHIPS:** Wethersfield Dollars for Scholars provides distributions only in the form of scholarships to individuals for advanced educational purposes. The organization does not provide grants, fellowships, loans, or other forms of distributions.
  - Scholarships are generally based on financial need, as well as academic achievement and community service; however, some awards may specify distinct selection criteria.
  - Every effort is made to ensure scholarships are awarded as objectively as possible by the Wethersfield Dollars for Scholars Scholarship Selection Committee which is comprised of at least three individuals from the Board of Directors.

As a matter of federal tax law, a donor to a “named” or “sponsored” scholarship is not permitted to control or direct the distribution of those funds to particular individuals although they are permitted to make recommendations or require certain restrictions on their scholarship funds.

6. **COMMUNICATIONS:** Wethersfield Dollars for Scholars will:
  - Inform scholarship recipients in writing;
  - Announce awards publicly;
  - Notify any non-recipients thanking them for their applications;
  - Retain records of applicants and recipients electronically in ChapterNet;
  - Send letters of appreciation to donors for their gifts; and
  - Make donor and recipient information available publicly as deemed appropriate.

7. **SCHOLARSHIP PRESENTATION:** Certificates will be presented to scholarship recipients or their designee at the Annual Awards Night in May or June. Students will receive the scholarship check made payable to the institution of their choice upon completion of the Scholarship Acknowledgement Form (SAF). The SAF must be completed via ChapterNet by June 30 of the current calendar year. A recipient award letter indicating who to thank will be sent to each recipient.

Donors will have the opportunity to present their scholarship to the recipient if they choose. Arrangements will be made by the Scholarship Selection Committee Chair. If a donor chooses not to present their scholarship, they will be notified of the name of the recipient by letter.

8. **SCHOLARSHIP DEFERRAL:** Any student postponing postsecondary attendance due to personal circumstances may have up to two (2) years to use their scholarship and any student postponing postsecondary attendance due to military service may have up to four (4) years to use their scholarship, *if the student properly notifies Wethersfield Dollars for Scholars by the deadline above for submitting the SAF*. If notice is not given, the request will be handled at the discretion of the organization's board of directors.
9. **TERMINATION OF SCHOLARSHIPS:** Scholarships will be terminated (a) if it is determined that the recipient fails to fulfil an admission requirement or other condition of their enrollment; (b) if the recipient relinquishes the scholarship; or (c) if funds remain unused by the recipient for two (2) years. Unused funds are returned to the scholarship fund from which they had been drawn.
10. **POLICY:** This Policy is effective as of the last revision date. The Policy will be reviewed annually by the Scholarship Selection Committee prior to the start of Wethersfield Dollars for Scholars' scholarship cycle. Any policy changes shall be approved by the Wethersfield Dollars for Scholars Board of Directors. Scholarship America shall be notified within ten (10) days of any approved policy changes.

This Policy has been reviewed and approved by the Board of Directors on January 15, 2025.