

## **FLLG Retreat Scholarship Policy Guidelines (last revised 2023)**

**What?** Scholarship covers the Event Fee (Registration, Workshop, Lecture, Room & Board). It does not cover travel or personal expenses. It has no monetary value & may only be applied as a credit to the Event Fee for the workshop in which the awardee is registered.

### **Who?**

- Anyone may apply; if under 18 you need the signature of parent or guardian.
- If you used the scholarship within the past 2 years, preference will be given to qualified applicants who have not been awarded the scholarship in the previous 2 years.
- If awarded but not used due to unexpected forced cancellation & notice is timely given, then you may reapply in the next or any subsequent year, as if the unused award had not been given.

### **Why? Scholarship application questions:**

- Applicants should demonstrate interest in lace study in a statement (not exceeding 300 words) describing previous lace experiences if any (e.g. self-study, texts used, teachers, workshops, lace group affiliation); or if a beginner describing basis for interest, any previous experience in textile craft or hobby or any activity that relates to applicants' interest lace (e.g. history, theatre, historic re-enactment, art, antiques, preservation).
- Financial need is on the honor system; applicants should refer to published living wage information & make a good faith judgment that their financial situations are not significantly in excess of the living wage identified for an adult or family in the same situation as applicants' situation.
- Awardee should "pay forward," on a volunteer basis, the experience or skills learned with the help of the award to further promote lace, e.g. by giving a demonstration to a group, writing an article for a lace newsletter. As is true for all FLLG workshops, no student may share workshop patterns or course materials without the teacher's consent.
- Award will be based on applicants' answers to the above questions (see application form). There are no right or wrong answers & length of answer will not increase chances of award. Answers that are succinct, sincere, & relevant to the question are preferable.

### **When?**

- Application forms are available on website or from Shirley Egan <[shirleykegan48@gmail.com](mailto:shirleykegan48@gmail.com)> or 2578 Fry Road, Aurora, NY 13026.
- Send completed scholarship applications to Shirley Egan electronically or by US Mail, (address above) for receipt by Aug 15th. Applications received after that will only be considered if no award has been made from the pool received by the deadline.
- We will try to notify applicants (awarded/declined) by the time registration confirmation/class lottery results are received from Registrar Kathy Kauffmann but are unable to guarantee timing.
- The award is not transferable & must be used in, or lost for, the year awarded.

### **Application Award Process:**

- Note: Registration for Retreat & class lottery are completely separate from the scholarship application process. Please do not send scholarship applications to Kathy Kauffmann.
- An applications review committee ("ARC") of 3 makes the award.
- The decision of the ARC is final.

- Consideration & award will be “double blind” with neither the applicants nor the ARC members knowing the identities of the other.
- In its sole discretion the ARC may decline to award a grant or grants.
- The ARC may award more than one grant, provided more are funded.
- The ARC may award a grant (or grants) & also name a back-up awardee in case the awardee cancels or does not use the awarded scholarship.
- Awardee(s) will not receive any preference or disadvantage in the lottery process used for getting into an oversubscribed workshop.
- Applicants should send in their registration for the Retreat with ranked class preferences indicated, to Kathy Kauffmann before the workshop lottery deadline. Applicants for scholarship have 2 choices when sending registration form for the Retreat:
  - If applicant cannot attend unless awarded a scholarship then a check for the cost does not need to accompany the registration & the applicant should indicate that a scholarship application is or will be submitted by the scholarship application deadline of August 15.
  - If applicant can attend without being awarded a scholarship, then the registration should be accompanied by a check for the Event Fee
- If awarded a scholarship, & the applicant sent a check, it will be returned or refunded. Award is in the form of a credit for the workshop the awardee has received a confirmed registration for.
- The ARC will not know which of the above choices an applicant selected.
- If an awardee must cancel, notice should be given as soon as possible so that another eligible person may use the scholarship.
- Failure to notify of a cancellation in a timely fashion (given the circumstances surrounding the need to cancel) may result in ineligibility to apply for two years.

#### **Other Details:**

- The President will appoint the ARC in consultation with the Vice President.
- The maximum aggregate dollar amount available for scholarship(s) each year will be determined in the sole discretion of FLLG.
- No person then serving as President, Vice President, Treasurer, or member of the ARC shall be eligible to receive a scholarship.
- The ARC will provide a brief annual report to the President and Vice President by December 31st each year. The report will be published in the next available issue of the Newsletter. The report should indicate the number of applications received, number of scholarship awarded, & total dollar amount of scholarships awarded, but exclude personal information concerning applicants or ARC members.
- The scholarship has no independent monetary value & may only be redeemed by taking the workshop or workshops for which the awardee is registered.
- An application for, or an award of, a scholarship does not create an offer or acceptance or a contract of any kind.
- A scholarship may be revoked at any time for material misrepresentation or behavior that is unethical or materially interferes with the learning opportunity & enjoyment of other Retreat attendees.
- The FLLG is not responsible for any consequences direct or indirect of awarding, failing to award, or revoking the award of, a scholarship.
- The scholarship awardee is solely responsible for tax consequences, if any, of the award.