

Autry Educational Foundation Application Guidelines

Approved January 20, 2006

Autry Educational Foundation offers two forms of assistance, e-grants and scholarships.

Emergency grants or “egrants”

The purpose of egrants is to provide emergency assistance to current students to allow them to continue their education at Autry Technology Center. Applications can be obtained from the front desk.

Guidelines

- Egrants are a “last-resort” option. Staff will work with the student to exhaust all other funding options, as well as work with students to connect them with area agencies who might be able to better provide assistance before suggesting applying for an egrant.
- Funding is for **non-tuition related emergencies only**. Examples include transportation, utility and medical needs. Checks will be made out to the provider of service, not to the applicant. Documentation supporting the request will be required.
- Maximum award is \$150.
- A majority of the full board can approve additional funds in special circumstances.
- Once a student has received an egrant, that student may not reapply for 12 months.

Qualifications

- Autry Technology students currently enrolled in at least one class
- Must have a good attendance record
- No discipline problems
- Passing grades (if applicable)
- Be in good standing with the school
- Must live in the Autry district

Applicants must turn in an egrant application along with a letter of support from the Director of Student Services, Director of Curriculum or BIS Coordinator to the front desk.

The award of the egrant requires approval of two of the following individuals:

- Autry Superintendent
- Foundation Executive Director
- One of the two board members who sit on the Scholarship Approval Committee

Approval can be given via email, phone or in person. Check request will be turned into the Executive Director or Autry's Business Office for processing within 24 hours or sooner if possible.

Scholarships

The purpose of scholarships is to provide financial assistance to potential and current students to allow them to begin or continue their education at Autry Technology Center. Applications can be obtained from the front desk.

Guidelines

- Foundation scholarships are one option for students in need of financial assistance. The Foundation is designed to assist students who have exhausted other outlets for assistance.
- Funding is for tuition, transportation, supplies, uniforms or other expenses that may be required for a student to successfully participate in a class at Autry Technology Center.
- Applicant is required to fill out application completely. If a student needs assistance, the staff in the Financial Aid office is available to assist.
- Maximum award is determined based on the applicant's need. Typically, the applicant will be required to pay at least a portion of the expense.

Qualifications

- Autry Technology students currently enrolled in at least one class or accepted into a program
- Must live in the Autry district
- Current students who are applying for assistance:
 - Must have a good attendance record
 - No discipline problems
 - Passing grades
 - Be in good standing with the school

Applicants must turn in their completed application to the front desk. Application deadlines are the 1st and 15th of the month by 4 pm for consideration at the following week's committee meeting. If the 1st or the 15th falls on a weekend, applications may be turned in the following Monday by noon. Applications arriving after the deadline will be considered at a later meeting.

The award requires approval of a simple majority of the Scholarship Committee in attendance:

- One of two board members – Aaron Brownlee or Carol Hoberecht
- One of two administrators – Jeremy Eaton or Dale Gates

- One of two counselors – Linda Belknap or Mary Byrd
- Two of five instructors – Jon Jones, Barbara Leathers, Chuck Hart, Shannon Manuel and Cheryl Licklider
- One BIS representative
- Foundation Executive Director

Meetings will be held twice a month. JoLynn Dowers will coordinate the meeting reminders and design a rotation schedule. In order to maintain objectivity and fair representation, at least five people must be present to represent a quorum. Individuals within a category may fill in for each other, but not for someone else. Checks will be signed at the meeting, if possible, or a check request will be turned into the Executive Director or Autry's Business Office for processing within 7 days.

Non-discrimination policy

Autry Technology Center Educational Foundation shall not deny funds to any applicant based on gender, race, color, religion, disability, age, national origin, or veteran status.