

ALDA CHICAGO POLICY: ALDACon SCHOLARSHIPS

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General Policy:

It shall be the policy of the Association of Late-Deafened Adults (ALDA) Chicago to provide scholarships to persons with financial need who have a hearing loss or are unable to understand spoken language in order to facilitate their attendance at the annual convention of ALDA Inc. (ALDAcon).

The Scholarship fund shall be referred to as the "Bob Janssen Scholarship Fund" in memory of former ALDA Chicago member who was actively involved in past ALDAcons and was instrumental in getting other members to participate in ALDAcon. The Janssen family will receive an annual report on the amount of money that was awarded in Bob's name.

Additional funds for the scholarship are encouraged from donors as well as through ALDA Chicago fundraising efforts. Any donation made to ALDA Chicago can be directed to the "Bob Janssen Scholarship Fund" or earmarked as a secondary scholarship fund with its own distinctive name. If distinct scholarship funds are established under separate names, all of the guidelines set up in this scholarship policy, including those specific to the Bob Janssen Scholarship Fund, apply equally to any newly-established and distinct scholarship funds.

Scholarship Funding:

ALDA Chicago ALDAcon scholarships are awarded if, and only if, financial resources are available.

The total funds awarded each year for ALDA Chicago ALDAcon scholarships are based on need and availability of funding and are not limited to a particular number awarded based on funds available. Generally, the closer the ALDAcon location is to Chicago, the greater number of scholarships may be awarded.

ALDA Chicago ALDAcon scholarships normally cover the cost of registration plus one-half (1/2) the cost of a shared hotel room at the ALDAcon hotel for up to four (4) nights. However, if a scholarship recipient requests a roommate, and a roommate cannot be found for the scholarship recipient, then the full cost of a hotel room may be covered if funds are available.

Scholarship Availability & Notifications:

The availability of ALDA Chicago ALDAcon scholarships will be announced no later than the last day of February every year. The availability announcement must be posted on both the ALDA Chicago website and the ALDA Chicago Facebook page and announced through email.

Should no member apply for an ALDA Chicago ALDAcon scholarship by that year's deadline date, an announcement will be made by email letting members know that a scholarship(s) is still available up to ten (10) days prior to the end of ALDAcon's Regular Registration Period.

Application Submission:

All applications for the ALDA Chicago ALDAcon scholarship must be submitted either online or by U.S. Mail utilizing the scholarship form set up on our website for this specific purpose. The online application form can be submitted via the website after all necessary information is filled in. The mailed version of the application form will need to be printed from the website, filled in manually, and then mailed to the then-current ALDA Chicago PO Box by first class mail.

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The yearly deadline for receiving ALDA Chicago ALDAcon scholarship applications shall be 11:59:59 PM on June 30th.

Award Eligibility:

The only persons eligible to receive an ALDA Chicago ALDAcon scholarship are current (paid-up) members of ALDA Chicago. A scholarship recipient must be a current member of ALDA Chicago at both the time of application and at the time of ALDAcon.

The only persons eligible to receive an ALDA Chicago ALDAcon scholarship are persons with a hearing loss or those unable to understand spoken language and, if necessary, an attendant (spouse, partner, etc.) to help the person who regularly needs special assistance.

The only persons eligible to receive an ALDA Chicago ALDAcon scholarship are persons who have a real need for financial support in order to attend ALDAcon. Without scholarship assistance they would not be able to attend ALDAcon. Applicants for ALDA Chicago ALDAcon scholarships may demonstrate their financial need in any way they choose, including making a personal statement.

When evaluating applications for an ALDA Chicago ALDAcon scholarship, priority will be given to persons who have never before attended an ALDAcon.

A person cannot receive an ALDA Chicago ALDAcon scholarship from ALDA Chicago more than twice in their lifetime. If a person is awarded a second ALDA Chicago ALDAcon scholarship, then it will cover only the cost of registration.

Committee Structure:

The Chair of the ALDA Chicago ALDAcon Scholarship Committee shall be appointed each year by the ALDA Chicago President. The committee shall consist of no less than three (3) persons, one (1) of whom must be a member of the then-current ALDA Chicago Board of Directors, the ALDA Chicago Board Treasurer and one more ALDA Chicago member, not necessarily a Board Member. The Scholarship Committee Chair will be responsible for filling in the members of the committee.

Committee Responsibilities:

ALDA Chicago ALDAcon Scholarship Committee shall be responsible for receiving and evaluating all scholarship applications and for awarding scholarship funds.

All decisions of the ALDA Chicago ALDAcon Scholarship Committee shall require a majority vote of the members of the Scholarship Committee.

The ALDA Chicago ALDAcon Scholarship Committee shall make its decisions within sixty (60) days prior to the start of that year's ALDAcon or within 30 days after the application submission deadline date.

Following the decision awarding the scholarship(s), the committee shall send a report to the ALDA Chicago President to be shared with the ALDA Board of Directors at the next Board meeting, summarizing the scholarship process for that year, donations received that year for scholarships, and scholarship awards granted that year.

The report from the ALDA Chicago ALDAcon Scholarship Committee shall be accompanied by a spreadsheet specifying for each scholarship applicant that year at least the following

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information: (a) first and last name, (b) complete postal address, (c) email address, (d) date of application, (e) is the applicant an ALDA Chicago member, (f) the hearing status of the applicant, (g) was the applicant awarded a scholarship, (h) the amount of any scholarship awarded, (i) an indication of whether or not the applicant had ever received a previous scholarship, and (j) an indication of whether or not the applicant had ever attended a previous ALDAcon.

Board Responsibilities:

The spreadsheet submitted by the ALDA Chicago ALDAcon Scholarship Committee shall be discussed by the ALDA Chicago Board of Directors only in Executive Session with no guests or members of the public in attendance.

All information concerning ALDA Chicago ALDAcon scholarship applications is confidential and shall not be divulged by either members of the ALDA Chicago ALDAcon Scholarship Committee or members of the ALDA Chicago Board of Directors.

Should an "Early Bird Payment Option" be available for ALDAcon registration fees, ALDA Chicago shall pay up to \$50 (the minimum registration deposit) to take advantage of discounted registration rates prior to awarding of the scholarship that year. If no applicant becomes available for the scholarship that year, any non-refundable amount shall be earmarked to the national ALDA organization as a donation for record keeping purposes.

Announcement of Scholarship Award:

All applicants for an ALDA Chicago ALDAcon scholarship shall be notified by the Chair of the Scholarship Committee as to whether or not they received a scholarship soon after the decision is made and no later than thirty (30) days prior to the start of that year's ALDAcon.

Recipient Responsibilities:

ALDA Chicago ALDAcon scholarship recipients are encouraged to provide some form of special support to ALDA Chicago in return for their scholarship assistance. That special support might take any of the following forms:

- a. Writing an article for the ALDA Chicago Newsletter describing their experience;
- b. Writing special invitations to friends with hearing loss, encouraging them to join ALDA Chicago and attend ALDAcon;
- c. Giving an ALDA Chicago Gift Membership(s) to friends with a hearing loss;
- d. Donating an item to the ALDA Chicago Silent Auction; or
- e. Volunteering to serve on some ALDA Chicago committee during the year following scholarship award.

Approved by the ALDA Chicago Board of Directors 6/5/2019