

# CCF Scholarship Program

## I. Purpose

The CCF Scholarship program supports members of the group who have been auditioned and accepted into the group in the normal way. When a member needs financial help to meet the normal expectations of dues, music purchase, or any other levy extended by the board, the scholarship program is available to allow them to continue in the group in good standing.

## II. Application

Any member of CCF can apply for scholarship support to the scholarship officer for a part or all of their normal financial obligation. A scholarship is for a single concert season or part of a concert season, but a member may reapply for a subsequent season. The scholarship officer is responsible for creating an application form as needed and submitting it to the CCF board for review and approval. Normally applications are handled by the scholarship officer unless he or she asks the CCF Board for input on a specific application. When an application is approved the scholarship officer will notify the treasurer of transfers to be made from the scholarship fund to the regular CCF budget.

## III. Scholarship Officer

The Scholarship Officer will be appointed by the CCF Board for a two year renewable term.

## IV. Scholarship Funds

A. Scholarship funds shall be raised through voluntary contributions on the part of CCF members. Such contributions are outside normal dues and fees and constitute charitable contributions to a 501(C)3 organization. They are thus tax deductible.

B. Moneys raised for scholarships shall be kept by the CCF treasurer in a fund separate from the normal budget of CCF. When scholarships are granted, funds shall be transferred into the appropriate line of the operating budget.

C. Funds raised for the scholarship should be sufficient to support three full scholarships each season - dues plus music purchases. Thus the initial fund cap would be \$500. The CCF Board can raise this limit as needed to support three full scholarships. As funds are used the membership can be informed and additional monies raised to replenish the fund.

## V. Oversight and Reporting

A. Reports on the number and amount of scholarship grants shall be made at the end of each half of the season to the CCF board by the Scholarship Officer.

B. A report on scholarship funds shall be part of each financial report to the CCF board by the treasurer.

C. Ongoing oversight of this Scholarship Program shall be by the CCF Board. Ultimate oversight shall be by the membership of CCF. The membership must initiate the scholarship program and may terminate it by a vote at any regular business meeting.

Approved by Board vote 6/20/16