



# PASC Policy: Scholarship Policy

**Updated: April 20, 2018**

## **Policy Interpretation:**

The PASC Scholarship Committee, comprised of two PASC Board Members and a Scholarship Coordinator, oversees the policy creation, funding, and distribution of the club's needs based scholarships. The primary funding sources for the scholarship program are the Tall Trees Tournaments, corporate and individual sponsorships, merchandise sales, PASC picnic, and PASC Gala Dinner. Standard club fees paid by members are not intended for scholarships. In recent years, the requests for scholarships have exceeded available funds. In an effort to provide an equitable distribution of funding, the following procedures are used for guidance:

1. The Club Treasurer will provide a best estimate for the monies available for scholarships in the next fiscal year.
2. Scholarships will be awarded based on the criteria, prioritization, and obligations for each applicant as set forth by the PASC Board of Directors and Scholarship Committee (see specifics below)
3. Once scholarships are approved for the season and available funds projected, PASC will provide a credit to the scholarship player's balance due to the club.
4. As the club relies on accurate numbers of scholarship applications for determining distribution of the funds, the scholarship committee will set a deadline for registration/application. Players who miss the deadline may apply for scholarships based on any remaining funds.
5. Scholarship players are responsible for their team deposit and any relevant portion of team expenses not covered by the award including uniform, travel expenses, share of tournament registration, etc.
6. Teams also have the ability to help cover a scholarship player's expenses. The team manager will make that decision in consultation with team parents, without disclosing the identity of the scholarship player(s). Managers can encourage families to contribute additional funds during team acceptance/registration and earmark credit for a particular player or team. Alternatively, teams can elect to be billed directly for outstanding scholarship player fees.
7. The club does not usually encourage coaches from discounting their services for a player in addition to the scholarships offered by the club and team contributions unless there is an unusually large unmet need that can not be filled by the team.
8. Players who have received needs based scholarships can re-apply the following year-- there is no predetermined limit to the number of seasons a player may receive a needs based scholarship.
9. If the income level of the scholarship family changes so that the player is no longer eligible for an award, then the family is obligated to inform the PASC Scholarship Committee and the scholarship will be discontinued.
10. The City of Palo Alto places restrictions on the number of PASC players who live in communities other than Palo Alto. If PASC does not abide by those constraints, then PASC teams will not be able to practice or play on the City of Palo Alto fields. Therefore, Palo Alto residents and PAUSD students will have a higher priority in the scholarship decision process.

# Palo Alto Soccer Club Scholarship Policy

## Eligibility for needs based scholarships:

- Eligibility is based on income level below 4x federal poverty guidelines. Families with income above this threshold can still provide information to the Scholarship Committee to be considered for an exception, partial award, or payment plan. The Scholarship Committee currently accepts documentation such as Free and Reduced Lunch letter from school or IRS 1040 Tax form with Social Security numbers blacked out. Please review current poverty level defined by the U.S. Department of Commerce [Free and Reduced Lunch Guidelines](#)
- Beyond having a need for a scholarship, the player should demonstrate that s/he has the soccer playing ability and commitment to make a significant positive impact on her/his potential team.
- The family of the scholarship applicant must have an understanding and willingness to fulfill the volunteer commitment and team financial requirements not covered by the awarded scholarship.

## Obligations of the family of the Scholarship player

- Upon receipt of the scholarship, the scholarship family commits to a minimum of five hours per season, typically involves helping at Tall Trees or other fundraising events hosted by PASC. \*\*Scholarship players older than 12 years old will be allowed to fulfill the volunteer responsibilities if the task is appropriate for their age.
- The scholarship family must meet the additional team financial commitments not covered by the scholarship award.
- Scholarship recipients must complete the registration/application each year and provide needs based documentation as requested.
- If the income level of the family of the scholarship player changes so that the player is no longer eligible for a scholarship, the family is obligated to inform the PASC Scholarship Committee.

## Obligations of the Team Manager

- Properly set expectations on team fees and explain that funding is not guaranteed
- Explain that a volunteer component is required and must be fulfilled
- Provide guidance on how to register and accept team offer as a scholarship applicant
- Communicate to Scholarship Coordinator on how to handle club fee payments-- bill player or team
- Inform PASC Scholarship Committee if player is not fulfilling team obligations or providing a positive impact to the team

## Obligations of the Coach

- Do not use scholarships as a primary recruiting tool. Funding is not guaranteed.
- Explain that a volunteer component is required and must be fulfilled
- Confirm that scholarship players provide a positive impact to the team. If the player frequently misses practices/events, then contact the PASC Scholarship Committee.

## Scholarship requests:

- If a family foresees a need for a scholarship, they should approach the team manager or coach before the season begins or at tryouts. The family is responsible for applying for the scholarship by accepting the team invitation and registering as a scholarship applicant.
- The Scholarship Committee reviews applications and reserves the right to request proof of income and financial need, including but not limited to IRS form 1040.

## Criteria for Awarding Scholarships:

- Needs based
- Merit
- Timely application submission \*after the deadline date awards depend on availability of funds
- Completion of volunteer requirements- returning players
- Fulfillment of financial obligations
- Coach's evaluation that confirms the applicant has the soccer ability and potential to contribute to the PASC team.

## Scholarship Prioritization:

1. Funds available are first used for returning, eligible players who fulfilled financial and volunteer commitments the previous season
2. Remaining funds for new players who are Palo Alto residents or PAUSD students based on team level (first, second, etc) and age level from oldest age group down to 4v4 (up to team limits and total number of recipients limit)
3. Remaining funds for new players who are non-residents based on team level (first, second, etc) and age level from oldest age group down to 4v4 (up to team limits and total number of recipients limit)
4. If budgeted funds fall short for all eligible participants in one of the steps above, the scholarship committee may recommend the funds be allocated at a proportional level within that step. For example, if only 75% of funds remain to fund new non-resident players (step 3), each eligible non-resident player may be allocated 75% of the amount they are eligible to receive.
5. Based on recommendations from the Scholarship Committee and approval from the PASC Board (taking into account age group considerations, team stability considerations, family income level, technical and executive director input, etc.), remaining funds, if any, can be allocated to teams with special needs, e.g., teams with needs beyond team limits, or to fund new non-resident applicants in first season, or to fund adjustments recommended for needs beyond total recipient limits.

## PASC Scholarship Awards for Year Tuition:

### 11v11, 9v9, 7v7 Teams:

#### Federal Poverty Guidelines:

2x or Less	= 50% discount
2x-3x	= 40% discount
3x-4x	= 20% discount
New, Non-Residents	= 30% discount**
Special Circumstances:	=PASC Payment Plan

### 4v4 Teams:

#### Federal Poverty Guidelines:

2x or Less	= 30% discount
2x-3x	= 20% discount
New, Non-Residents	= 15% discount**
Special Circumstances:	= PASC Payment Plan

**\*\*first year award for new, non-resident (must be less than 3x poverty guideline)**

## Process for New and Existing Scholarship Players:

- 1) Explain that funding is not guaranteed but based on the criteria set forth by PASC Board
- 2) Explain that a volunteer component is required and must be fulfilled
- 3) Families accept team offer by registering as scholarship applicant
- 4) Pay the minimum required deposit of \$200 online using credit/debit card (refundable if no scholarship)
- 5) ALL APPLICANTS- submit current needs based documentation\*\* to [scholarships@pasoccerclub.org](mailto:scholarships@pasoccerclub.org)
- 6) Managers will be notified about applicants and their approval status
- 7) Managers will notify PASC Treasurer whether the team or player will be billed for the remaining club fees.