
Policies and Procedures

OGA Financial Assistance and Scholarships Policy

The Oregon Gymnastics Academy's mission is to promote and motivate character, fitness, and health in the lives of our athletes, employees, and community through the sport of gymnastics. OGA, a non-profit 501(c)3 organization, offers a variety of scholarship opportunities to our members and children with special needs, including tuition assistance, character and athletic performance recognition.

At OGA, we recognize the unique fitness characteristics and benefits that the sport of gymnastics provides to children of all ages and abilities. In addition, we recognize the unique opportunity we have to serve our children is built upon the efforts of generations before us and continued support from the community. This is our opportunity to return some of that success.

We recognize three needs:

Community Support

- Objective: To support OGA's 501(c)3 community commitment, specifically, by providing support to children with special needs

Member Support

- Objective: Attainment of OGA and team goals is best achieved by stability in our classes and teams. These scholarships are to bridge temporary disruptions in a member's financial situation due to job loss, medical emergencies, etc.

Outstanding Performance Support

- Objective: To support OGA's tradition of artistic gymnastics excellence and character at the highest levels.

We address these needs as follows:

	Criteria	Award Timing	Programs	Sec
Community Support	Federal poverty criteria + development plan	As needed	<ul style="list-style-type: none">• Special Needs	
Member Support	Temporary income needs	As needed	<ul style="list-style-type: none">• Grants	
Outstanding Performance	Level 9/10 Athletic performance, character, program needs	Annual in September	<ul style="list-style-type: none">• Elite Support• Character Counts*	

*Character Counts is a program that recognizes our member's service to the community in October of each year, with one member being awarded a tuition grant.

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Member Assistance Grant Policy

Achievement of OGA and team goals is best achieved by stability in our classes and teams. These scholarships are to bridge temporary disruptions in a member's financial situation due to job loss, medical emergencies, etc.

The amount of assistance is determined by OGA Board of Directors, and may vary from year to year, depending upon the financial status and cash balance of the OGA Tuition Assistance fund. Further information is available at the front desk.

Instructions for Tuition Assistance

1. Fill out the application form completely
2. Provide a letter from parent or guardian requesting tuition assistance and explaining circumstances
3. Provide most recent tax return and evidence of financial need which may include:
 - Layoff notice
 - Paycheck stubs
 - Medical records
 - Family Budget
4. Gather any additional documentation that may be relevant
5. Submit all of the information above in a secured envelope to the Office Manager

If additional information is requested, you must provide it within 15 days. All information and documents will be kept in a secured location and will remain confidential.



APPLICATION FORM – Member Assistance Grant

Date: _____

Student's Name _____

Name of Parent / Guardian Applying:

Phone Number: _____

Email: _____

Address: _____

Date Started at OGA: _____

Class / Team Child Enrolled: _____

Child's Coach _____

Monthly Tuition Amount: _____

Reason for request, benefits to child: _____

***I certify that all information submitted on this application, as well as any additional forms or paperwork is true and complete; and I also understand that if any false information, omissions, or misrepresentations are discovered my application may be rejected.**

Signature of applicant

Member Assistance Options

Tuition assistance may be awarded as follows:

- Tuition assistance may be awarded for a maximum duration of 12 months. Awards may be shorter in duration (such as three months) to help overcome seasonal difficulties of small businesses or to assist with illness or temporary job losses.
- Tuition assistance may be awarded in the form of a reduction in monthly tuition for a specified period of time, to help families with multiple children enrolled with OGA, or to help overcome temporary income difficulties.

All scholarships will be reviewed by the Office Manager and OGA Directors as needed. Families may then be asked to re-apply or to submit updated information in order to qualify for additional assistance.

While the program is reviewed annually, we recognize that opportunities will present themselves anytime during the year.

Tuition Assistance Administration

The Office Manager in conjunction with the OGA Directors shall implement the OGA Member Grant Program.

Amount of Assistance to be Awarded:

For applicants that meet both of the financial and procedural requirements, the level of assistance awarded will be based on a sliding point scale.

All applicants must be OGA members for a period of 90 days prior to applying. Families receiving grants are expected to pay the annual registration fee and to meet their booster club obligations for volunteering and fundraising, when required. Families must also adhere to due dates for tuition and other fees. Failure to do will result in the assistance being revoked and an inability to re-apply. If you wish to add additional classes or siblings to your tuition assistance grant you must go re-apply.

Applicants must conduct themselves as responsible members of the OGA community, in accordance with the expectations established in the OGA Mission Statement. Should the coach and/or instructor determine otherwise, the OGA Directors will make a determination if assistance should be terminated or not.

Notification:

The Office Manager and the OGA Directors will evaluate the application and respond to the applying family within 30 days from date of receipt of the completed application package. Families will be notified of a response date. Families are responsible for informing the Office Manager of any changes in income or circumstance within 30 days of the occurrence of the change.