
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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Special Needs Assistance Policy

It is the intent of Oregon Gymnastics Academy to offer financial assistance to students facing special challenges. 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 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:
 - Paycheck stubs
 - Social security disability statements
 - Proof of acceptance into the Federal Free and Reduced Lunch Program or WIC
 - Food Stamp Award
 - Aid for Dependent Children Award
 - Notice of eligibility from Adult and Family Services, or Social Security qualification
4. Provide information documenting the special challenges the child faces, therapies which work and how gymnastics can support the child's development. Examples may include:
 - Individual Family Support Plan (IFSP)
 - Individual Education Plan (IEP)
 - Behavior Support Plans
 - Life Plans
5. Gather any additional documentation that may be relevant
6. Submit all of the information above in a secured envelope to the Office Manager

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



APPLICATION FORM – Special Needs Assistance Program

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

Qualifying Factors for Tuition Assistance:

Please visit: [www. http://www.fns.usda.gov/wic/howtoapply/incomeguidelines.htm](http://www.fns.usda.gov/wic/howtoapply/incomeguidelines.htm)



Special Needs Assistance

Length of Time for Tuition Assistance:

Tuition assistance is awarded for a maximum duration of 12 months. All scholarships will be reviewed by the office manager and director in September. Families will then be asked to re-apply or to submit updated information in order to receive additional assistance.

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

Tuition Assistance Administration:

The Office Manager in conjunction with the Executive Director shall implement the Special Needs Tuition Assistance 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.

Families receiving assistance are expected to pay the annual registration fee and be members in good standing. Families must also adhere to due dates for tuition and other fees. Failure to do so 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 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 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 then 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.