

NORTHWEST SAN ANTONIO EMMAUS FOURTH DAY GROUP

Walk to Emmaus Scholarship Policy

1. Intent

- A. **Pilgrim** - The intent of the Northwest San Antonio Fourth Day Group (NWSAFDG) scholarship program is to assist those in financial hardship to attend a *Walk to Emmaus* weekend for the first time. The scholarship program is not intended to pay for all of the costs associated with the weekend. The scholarships are intended to pay from 25% to 50% of the associated costs. It is believed that the Pilgrim should have some financial commitment to the program. Personal funds or other scholarship programs from local churches must cover the remaining costs.
- B. **Team** - The intent of the NWSAFDG scholarship program is to assist those in financial hardship to serve on a *Walk to Emmaus* team. A scholarship will be granted to approved applicants one time only. The scholarships are intended to pay for 25% of the associated costs. Personal funds or other scholarship programs from local churches must cover the remaining costs.

2. Application Process - Pilgrim

- A. **Normal Application** – A NWSAFDG scholarship request must be completed and submitted to the NWSA board for review. The scholarship must be accompanied with the completed *Walk to Emmaus* application along with a check(s) for at least 50% of the fee. Once the NWSA Board has reviewed the application for completeness and verified that the financial resources are available for funding the scholarship, the scholarship will be placed before the community for vote. A simple majority is required for approving the request. Attachment 1 is the approved NWSAFDG scholarship application.
- B. **Special Application** – In the event a scholarship request is made prior to a *Walk to Emmaus* but after the last NWSAFDG gathering prior to the Walk, the NWSAFDG Treasurer and Lay Director can approve a scholarship request. This is contingent upon proper submission of a completed NWSAFDG scholarship application, *Walk to Emmaus* application, and attachment of a check(s) for at least 50% of the fee. The Treasurer will report this decision to the NWSA board during the next regularly scheduled meeting.

3. Application Process – Team

- A. **Normal Application** – A NWSAFDG scholarship request must be completed and submitted to the NWSA board for review. Once the NWSA Board has reviewed the application for completeness and verified that the financial resources are available for funding the scholarship, the scholarship will be placed before the community for vote. A simple

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majority is required for approving the request. Attachment 1 is the approved NWSAFDG scholarship application.

- B. **Special Application** - In the event a scholarship request is made prior to a *Walk to Emmaus* and after the last NWSAFDG gathering prior to the Walk, the NWSAFDG Treasurer and Lay Director can approve a scholarship request. This scholarship request is contingent upon submission of the proper NWSAFDG application. The Treasurer will report this decision to the NWSA board during the next regularly scheduled meeting.

4. Scholarship Limits

- A. **Pilgrim** – Scholarships will be limited to 50% of the *Walk to Emmaus* associated fees. The NWSA board believes the Pilgrim should have some financial investment in the weekend. Therefore, if the Pilgrim's home church or another church is providing 50% of the funding, the scholarship will be limited to 25%.
- B. **Team** – Scholarships will be limited to 25% of the *Walk to Emmaus* associated fees. A scholarship will be granted one time only for any individual for the purpose of serving on a team.

5. NWSA Actions

- A. **Pilgrim** – Following approval of a NWSAFDG scholarship, a check will be written by the Treasurer or approved signatory and forwarded along with the application and additional funds to the Southwest Texas Emmaus Registrar within 48 hours.
- B. **Team** – Following approval of a NWSAFDG scholarship, funds will be transferred from the Community funds to the specific Walk funds. These funds will then be available for Walk close out.

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Walk to Emmaus Scholarship Application

Please complete the following form and submit to the NWSA Fourth Day Group Board for processing and approval. Sponsors will complete the top form for Pilgrim scholarship requests. Team Members will complete the bottom portion for team service scholarship requests. Sponsors must attach the following items for Pilgrim scholarship applications to be considered.

- ✓ Completed application for Walk to Emmaus.
- ✓ Check for at least 50% of Walk registration fee made out to Treasurer, Southwest Texas Emmaus.

Please note: failure to complete this application or submit the required attachments will prevent the NWSA Emmaus board from acting on this request.

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Date of Request: _____

Name of Sponsor: _____ Sponsor Telephone Number: _____

Pilgrim Name: _____ Amount Requested: _____

Address: _____

Church Home: _____

General Reason for Request: _____

Signature of Sponsor: _____

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Date of Request: _____ Walk Number: _____

Team Member Name: _____ Amount Requested: _____

Address: _____

Church Home: _____

Involvement: _____

General Reason For Request: _____

Have You Previously Received A Team NWSAFDG Scholarship: Yes _____ No _____

Signature of Sponsor: _____

NWSAFDG Decision: Yes _____ No _____ Date: _____ Signature: _____

Amount Approved: _____ Method of Funds Transfer: Ledger _____ Check _____