

Evanston Scholars Emergency Funds Policy

9/22/2017

Overview

The Scholar Emergency Fund provides critical and timely financial assistance to High School and College Scholars experiencing a crisis or transition. Funds should be used solely for the purposes of continuing education – tuition, books, housing, transportation, school fees, and other expenditures. The emergency fund is to be used as a last resort when other efforts such as self-funding and family funding have not succeeded in meeting financial needs, and the student's ongoing educational progress is threatened or limited. Evanston Scholars wants ALL of our Scholars to succeed, and we don't want small financial hurdles to get in the way of finishing school. At the same time, we also want to make sure that Scholars are becoming financially responsible.

Criteria

Approval will be made according to the following criteria:

- For College Scholars: How imminent is the threat of withdrawing from school?
- For High School Scholars: How imminent is the threat of a student not being able to attend a “good fit” college where they can succeed?
- Whether the money is clearly directed towards educational purposes
- Whether or not it is a reasonable request
- Whether or not the Scholar is demonstrating the Pillars of Success (PERRC's)
- Whether the Scholar could have avoided the financial downfall (i.e. chose not to work over summer, low grades)
- If the Scholar's work study and/or summer earnings aren't sufficient to help deal with the issue or crisis (i.e. if unpaid internship was taken instead of paid work)
- Did Scholar make a financially sound college choice given their other options?
- If crisis is due to failing or low grades, has student taken corrective action, which may include change in major?

Process

- Emergency Funds can be requested by an “active” Scholar at any time.
- Scholars must fill out an Emergency Fund Application (which includes details of request, and a plan for the future to avoid the same financial situation).
- Emergency Fund application will be reviewed by Emergency Fund Committee (comprised of Evanston Scholars staff and Executive Director)
- Requests granted on a first-come, first-serve basis (until budgeted amount is reached.)
- Emergency Fund Committee member(s) will meet personally (or talk on phone) with Scholar to discuss his/her financial awareness and to concretely plan out a budget for the future with action plan. If necessary, parents/guardians will also be included in the conversation.
- Scholar will be notified of decision in a timely manner.
- Approved funds will be paid directly by Evanston Scholars to the school or vendor, or expenses paid by a student can be reimbursed if a receipt is provided.

Range of possible requests

- Emergency Funds can be requested for up to \$1,000 at a time
- Each Scholar can request up to \$2,000 for the duration of their existence in HS/College.

Contact: info@evanstonscholars.org or (847) 866-0252