

Seattle Adaptive Sports

Bi-Annual Athlete Scholarship Policy

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1. Purpose

The Seattle Adaptive Sports (SAS) Athlete Scholarship Program provides supplemental funding to help bridge financial gaps that may impact an athlete's ability to participate in SAS programs, travel, and competition.

This scholarship supports equitable access while preserving responsible stewardship of organizational funds. Submission of an application does not guarantee funding.

The SAS Athlete Scholarship Program operates on two defined annual cycles.

Application Cycles & Deadlines

Spring Cycle

- Application Deadline: 11:59 PM PST on February 1st
- Funding Decisions Communicated: February 22nd
- Eligible Funding Period: Current Calendar Year

Fall Cycle

- Application Deadline: 11:59 PM PST on August 1st
- Funding Decisions Communicated: August 22nd
- Eligible Funding Period: Current Calendar Year

Applications received after a stated deadline will be deferred to the subsequent scholarship cycle.

Each cycle is limited to 50% of the annual Scholarship Budget.

The Board reserves the right to adjust application timelines as necessary based on operational or budgetary considerations.

2. Scholarship Structure

SAS offers scholarships twice annually (February & August), with defined application deadlines communicated prior to each cycle.

Applicants may request one of the following tiers:

- **Tier 1:** Up to \$250
- **Tier 2:** Up to \$500
- **Tier 3:** Up to \$750

Award amounts are not guaranteed and may be adjusted based on:

- Total number of applicants
- Available scholarship funds
- Demonstrated level of need
- Overall demand within each program

The Board reserves the right to pro-rate awards in high-demand cycles to ensure equitable distribution.

Athletes may receive no more than \$1,000 in scholarship funding within a calendar year.

Scholarship funds to be applied to eligible expenses incurred during the Funding Period. Expenses are considered incurred at the time of purchase or financial commitment, even if the associated travel or competition occurs shortly thereafter.

3. Eligibility

Applicants must:

- Be a current SAS athlete in good standing
- Attend at least 50% of program practices

- Be registered for the season in which funds will be applied

For purposes of this policy, “good standing” includes:

- Compliance with the SAS Code of Conduct
- Active participation in program activities
- No outstanding program fees unless on an approved payment plan

Eligible Uses of Funds

Scholarships are intended for direct SAS program participation costs, including but not limited to:

- Tournament travel
- Registration fees / Program dues / Equipment rental fees
- Adaptive sports equipment

Ineligible Uses of Funds

Scholarship funds may not be used for:

- Non-SAS affiliated activities
- Personal expenses unrelated to sport participation
- Events or expenses already fully subsidized by SAS

Applicants receiving funding from other sources for the same expense may be deprioritized.

4. Application Requirements

Each submission ([SAS Athlete Scholarship Application](#)) to include:

Statement of Financial Need

A brief explanation outlining the applicant’s financial circumstances and hardship.

Disclosure of Other Funding Sources

A list of all grants or scholarships applied for within the past 12 months, including status if known.

Description of Intended Use of Funds

Clear detail on how the scholarship funds will be applied.

Impact Statement

Explanation of how lack of funding would affect the athlete's ability to participate.

Applicants may be required to provide supporting documentation upon request.

5. Review & Evaluation Process

A. Coach Commitment Assessment

For each applicable applicant, SAS coaches will be contacted to provide input through an assessment form regarding:

- Athlete participation and attendance consistency
- Team commitment
- Sportsmanship and engagement
- Overall contribution to the program

Coach feedback will inform — but not solely determine — scholarship decisions.

B. Objective Rubric & Scoring

All applications will be evaluated by 2 reviewers (a Board Officer and a Program Representative) using a standardized, weighted scoring rubric to ensure fairness, transparency, and consistency.

Each reviewer scores applications independently prior to any discussion. Final scores are calculated by averaging all reviewer composite scores.

Weighting:

- Financial Need – 50%
- Commitment to Program – 30%
- Impact if Not Funded – 20%

Scores are based solely on:

- Information provided in the application
- Coach commitment assessment
- Participation records (when available)

Applications are ranked within their respective programs based on final composite scores. The highest-ranking applicants within each program are designated as **Finalists**, based on available funding.

In the event of a scoring tie, the Financial Need score will serve as the primary tiebreaker.

6. Conflict of Interest Safeguards

To preserve fairness and transparency:

- Board members will not review or score applications specific to programs with which they are directly aligned.
 - Any reviewer with a perceived or actual conflict of interest must recuse themselves.
 - Recusals will be documented in board or committee records.
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7. Award Notification, Documentation & Distribution

Applicants will be notified in writing within three weeks following each application deadline.

Notification will include:

- Award amount
- Any applicable conditions
- Timeline for fund application

Scholarship funds will be distributed through reimbursement upon submission of required receipts, unless otherwise approved. ([SAS Reimbursement Form](#))

Documentation Requirements

- Receipts must be submitted within 90 days of purchase or funding decision communication, whichever is latest.
- Equipment purchases must be completed and receipts submitted within six (6) months of the funding decision.

Failure to submit required documentation may affect eligibility for future scholarship cycles.

Scholarship funds must be used within the designated program cycle unless otherwise approved in writing.

8. Confidentiality

All application materials and financial information will be treated as confidential and reviewed only by authorized scholarship reviewers.

Applications containing sensitive financial information will be maintained in accordance with SAS record retention policies.