Scholarship Guidelines

The following procedures are to be used by any scholarship committee (“Scholarship Committee”) appointed by the Board of Trustees of Independent Colleges of Washington (the “Association” or “ICW”) to award scholarships from any fund established by the Association. These guidelines are in addition to any specific guidelines applicable to a particular fund.

The members of ICW are committed to outreach to underserved populations and to diversity in its broadest definitions consistent with members’ missions, governance, management, and operations. The Association is also committed to diversity, in the broadest definition, among scholarship recipients. This definition includes but is not limited to ethnic, gender, first generation, and economic diversity; it also applies within particular fields of study that may lack diversity, e.g. women in engineering/men in nursing.

The Selection Process

1. The Association shall award only scholarships that are described in section 117(a) of the Internal Revenue Code of 1986, as amended (the “Code”) for study at a nonprofit, accredited, postsecondary educational institution described in section 170(b)(1)(A)(ii) of the Code that normally maintains a regular faculty and curriculum and normally has a regularly enrolled body of students in attendance at the place where its educational activities are carried on. These scholarships may be used for a portion or all of the costs of attending any such educational institution for the purpose of obtaining a degree.

2. The Association shall publicize the availability of its scholarships in such a manner as to ensure a significant pool of applicants.

3. Each scholarship shall be awarded on an objective and non-discriminatory basis, based on the scholarship’s eligibility and awards criteria, which shall have been approved in advance by the Association’s Board of Directors. In its sound discretion, a Scholarship Committee may apply diversity principles consistent with the policies of the members and the Association, such as the educational background of an applicant’s parents, whether the applicant attended a disadvantaged secondary school, and other considerations relevant to achieving student diversity and academic enrichment.

4. Each Scholarship Committee will screen applicants and, by a majority vote, determine the recipient(s).

5. No person shall be eligible for a scholarship if he or she is related to any member of the Scholarship Committee or any donor who contributed to such scholarship fund or if any member of the Scholarship Committee or any donor to such scholarship fund is in a position to derive a private benefit, directly or indirectly, from the selection of such applicant.
Procedures to Exercise Supervision Over Individual Grants

The Association shall make the scholarship payments directly to the educational institution where the scholarship is to be used and shall not make the grant unless the educational institution agrees to use the grant to defray the recipient’s expenses by applying the grant to the student’s institutional account only if he or she is enrolled at the educational institution and his or her standing at such institution is consistent with the purpose of the scholarship.

Scholarship Committees

The Association’s Board of Directors has delegated to the ICW President the authority to appoint the members of each Scholarship Committee. Each Scholarship Committee will consist of the Association’s President and CEO (or his or her designee) and other individuals, such as members of the Association’s Board of Directors, representatives of Washington’s corporate community, public policy makers, and others selected by the Association. A donor to a scholarship fund may participate in the selection of recipients of such scholarship only as a Board-appointed member of a Scholarship Committee. No combination of donors to a scholarship fund or persons related to them may control, directly or indirectly, the Scholarship Committee that awards scholarships from such fund.

Approved by: ICW Board of Directors
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