

PURPOSE OF SCHOLARSHIP PROGRAM

The Woman in Leisure Services (WILS) Chi Chapter Scholarship Program was established to aid members who may need financial assistance to enroll in educational opportunities. The goal is to give these women the opportunity to gain the necessary knowledge, skills and aptitude to grow within the field.

FUNDING MECHANISMS AND LEVELS

The main sources of funding for scholarships will be surplus funds from WILS Chi Chapter events and fundraisers. Total amount of funding for scholarships will be determined annually by the WILS Chi Chapter Board. Funding levels for individual scholarships will vary pending on the cost of the desired professional development opportunity being sought, the number of individuals applying and are only restricted by the determined annual allocation determined by the WILS Chi Chapter Board.

Scholarship Types

Need Basis

These are awarded on an annual basis to any active member of WILS Chi Chapter. The core of this scholarship is for those members who are interested in participating in a WILS, IAPD, IPRA, NRPA, job related opportunities sponsored, affiliated or professional development opportunity approved by the Chi Chapter Scholarship Committee, but do not have the financial means to pay for the opportunity. This is typically seen with newer professionals, members experiencing financial hardship, or for members where their employer does not pay for these opportunities.

Merit Basis

These are also awarded on an annual basis to any member of active WILS Chi Chapter. This scholarship is identical in process as the Need Basis scholarship, however the core and intent of this scholarship is that the award is based on merit of the nominee with respect to their achievements and involvement in WILS at a national or chapter level and also with serving the community they work/reside in, that make the park and recreation movement in Illinois better. Applicants have interest in attending a local, regional, or national recreation sponsored professional development schools, workshops, or conferences related to their job responsibilities; or obtaining a certification where there is an educational component. Certification exam and membership fees are excluded.

APPLICATION REVIEW, ELIGIBILITY AND CRITERIA

Awarding of scholarships is judged on set criteria and how an applicant differentiates themselves from other applicants.

The following process, eligibility requirements and criteria used for either scholarship type is as follows:

- All nominees must be members of WILS Chi Chapter.
- All applications must be sent directly to the WILS Chi Chapter President electronically through the Jotform Scholarship Application listed on the website.
- Applications will be logged and applicants will receive an e-mail receipt.
- Applications will then be forwarded to the Chi Chapter Scholarship Review Committee and scored based on the merit of each application.
- Need Based scholarships must demonstrate the need for financial assistance.
- Must submit a current resume and a letter of support from immediate supervisor and/or agency Director.
- Incomplete applications will be denied.

Application Process

1. Applicant completes the Jotform Application
2. Application that is fully completed with the required and supported documentation is submitted within the designated deadline (See Schedule and Deadlines).
3. Submit Jotform Scholarship Application along with supportive materials. All applications will be sent to the Chi Chapter Scholarship Review Committee.
4. The Chi Chapter Scholarship Review Committee reviews an application, ensuring all required criteria is met and may ask for additional information or clarification, evaluates applications on own merit and recommends awards. The Chi Chapter Scholarship Review Committee has authority to recommend approval of scholarship. Once determined all awarded scholarships are then approved by the full WILS Chi Chapter Board at the next regularly scheduled board meeting.
5. Award levels are determined pending available funds and approved allocation of the various scholarships being sought. Communication to each applicant, both awarded and denied, is made by the WILS Chi Chapter Treasurer on behalf of the WILS Chi Chapter Board.
6. Provide permissions to use all testimony for marketing of the Scholarship Program and solicitation of donors as agreed upon with completed application.

SCHEDULES AND DEADLINES

Below is the scholarship application schedule. The WILS Chi Chapter Scholarship Committee accepts, reviews, and awards applications on a continuous schedule. Applicants should pay close attention to the schedule below and make sure their completed application is submitted within the corresponding time frame

Application Period	Closing Date	Committee Review	Date Awarded
March 1 - 31	March 31	April 1 - 30	May 1
September 1 - 30	September 30	October 1 - 31	November 1