

Mt. Lebanon Band Builders

Confidential Scholarship Request

Mt. Lebanon Band Builders (“MLBB”) may provide scholarships to students to assist them in paying for a band trip or a required band purchase/activity such as accessories including shoes, t-shirts, warm-up suits, etc. Scholarship funds are not available to cover optional items such as letterman jackets, etc.

Under Article III Section 3 of the Bylaws of the Mount Lebanon Band Builders, a student wishing to apply for a scholarship must actively participate in fundraising. This Confidential Scholarship Request defines the application process and includes information required to consider approval of the scholarship payment.

All scholarship requests will be considered based on the information supplied on this form. The Band Director will use this to determine whether a financial need exists. All requests will be submitted, reviewed and approved by the Band Director.

Once approved, the scholarship payments may be from restricted or unrestricted scholarship funds held by MLBB to the extent that funds are available. Distributions of restricted funds, if available, will only occur if all of the specific purposes designated by the donor have been met. The MLBB Treasurer will be responsible to confirm that all donor restrictions have been honored. Unrestricted funds, to the extent available, may be used to fund any of the eligible items permitted under this policy. If both restricted and unrestricted funds are available and eligible for distribution at the time of the Confidential Scholarship Request, the MLBB Executive Board will make the determination as to whether restricted or unrestricted funds are used. Note: The Executive Board will only have access to the Band Director approved payment amount and associated band activity.

In accordance with MLBB Bylaws, any student applying must be actively participating in fundraising activities. This active participation in fundraising should continue through both the travel/purchase/activity date and the end of the applicable school year. As a guideline only, the student is encouraged to participate in fundraisers and/or make direct payments to cover at least 50% of the total amount due.

All families receiving scholarships will be required to agree to:

- The ongoing participation in fundraising through the travel/purchase/activity date and the end of the school year.
- Repay part or all of the scholarship monies if the student is able to successfully fundraise or pay directly up to the full need by the end of the applicable school year.
- Provide an estimated plan for the source of funds needed for the applicable scholarship request with amounts that are anticipated to be paid with current student balances, expected fundraising earnings, and direct family payments.

Please complete and submit the following information to the Mount Lebanon High School Band Director. Your request will be reviewed and the Band Director will advise if you have been approved for a scholarship.

Student Name _____ Student Grade _____

Parent Name _____ Phone Number _____

Parent email _____

MLBB Activity Scholarship Funds will be used to pay _____

Reason for Scholarship Request _____

List all School Activities that the student is involved in _____

List all Out of School Activities that the student is involved in _____

Has the student participated in multiple MLBB fundraising activities _____ Yes _____ No

List fundraisers with participation to date including amounts earned

Plan for Payment:

Current Student Account Balance _____

Plus: Amount to come from fundraising through the end of school year _____

Plus: Amount to come from direct payment from the family _____

Plus: Scholarship Amount Requested _____

Equals: Total Amount Due for Activity _____

I agree that I will actively participate in MLBB fundraising activities through the end of the applicable school year. I further agree that to the extent my fundraising activities and/or direct family payments by the end of the applicable school year can reduce the scholarship need, I will revise my request by notifying the Mt Lebanon High School Band Director if prior to the need date and/or will repay such amount to the scholarship fund if after the event date.

Parent Signature _____ Date _____

Band Director Approval Signature _____ Date _____

Mount Lebanon Band Builders
Authorization for Distribution of Scholarship Funds

Amount of Scholarship Funds Approved for Distribution by the Band Director _____

MLBB Activity that Funds will be applied to: _____

Select the source of funds to be utilized as agreed by the MLBB Board of Directors:

_____ Restricted Funds

_____ Unrestricted Funds

If restricted funds are being utilized, the following donor restrictions have been considered and met:

MLBB Board Treasurer Signature

Date