

## **Ann Arbor Autism Foundation**

### **SCHOLARSHIP PROCEDURES**

Pursuant to section 4945(g) of the Internal Revenue Code and section 53.4945-4 of Treasury Regulations, the following are the procedures of the Ann Arbor Autism Foundation ("Foundation") in the awarding of scholarships to individuals.

#### **Selection Process for Individual Scholarships**

Selection of scholarship recipients is made by the Foundation on the basis of criteria related to the mission of the Foundation and the individual need of the applicant, and its priority in relation to other demands on Foundation funds. Scholarships are provided without regard to race, color, religion, creed, national or ethnic origin, sex or marital status.

#### **Types of Individual Scholarships currently funded by the Foundation:**

Scholarships to help fund the cost of educational, recreational, therapeutic and support services for individuals and family members affected by autism spectrum disorder.

- (a) Applicant must fill out a financial aid application form in order to show financial need.
- (b) Once approved, the recipient will be notified, and a check will be written directly to the institution providing the service unless an exception is granted by the committee for extraordinary circumstances.
- (c) Upon completion of the program or service funded by the scholarship, the recipient and the service provider must provide information about the success of the program or service. A form will be provided with the scholarship check to facilitate this process.

The group of persons who select recipients (see discussion of "grants committee" below) will not derive any private benefit, directly or indirectly, from the selection of applicants.

Applicants will be solicited through various organizations with the use of flyers and ads in local newspapers and publications. All applicants will be asked to fill out an application and send it to the Ann Arbor Autism Foundation, P.O. Box 130977, Ann Arbor, MI 48113.

#### **Grants Committee**

There is a preliminary screening of all scholarship candidates by the Treasurer to determine financial need, and then passed to the chair of the grants committee for further review. The grants committee is made up of various volunteer community leaders, including individuals who are not employees or board members of the Foundation. Employees and board members of the Foundation are NOT eligible for scholarships. Scholarship recipients are expected to attend the program or educational institution for which the scholarship was intended.

#### **Procedure for Exercising Supervision Over Individual Scholarships**

If the Foundation determines that any part of a scholarship has been used for improper purposes, the Foundation will take all reasonable and appropriate steps to recover diverted funds or to insure the restoration of diverted funds. These steps will include legal action if needed.