

**BYLAWS OF  
ST. GEORGE CHURCH  
SCHOLARSHIP COMMITTEE**

**ARTICLE I  
PURPOSE**

The St. George Church Scholarship Committee (the “Committee”) is established by the Parish Council of St. George Antiochian Orthodox Christian Church of Cedar Rapids, Iowa (the “Church”) as a special committee pursuant to the Church’s constitution (the “Constitution”) to administer the Church’s program for awarding annual scholarships, as more fully set forth in these Bylaws, as they may be amended from time to time. In all its activities and actions, the Committee shall be bound by these Bylaws, the Constitution and any other governing documents of the Church and shall at all times be subject to the authority and direction of the Church’s Parish Council.

**ARTICLE II  
COMMITTEE MEMBERS & MEETINGS**

2.1 **Appointment of Members and Committee Chairperson.** The Committee shall have no less than five members and no more than ten members, and shall at all times include the Parish Priest. The Parish Council Chairperson in consultation with the Parish Priest shall, as provided in the Constitution, appoint all Committee members and the Committee Chairperson.

2.2 **Qualification.** All members of the Committee shall be pledged members of the Church in good standing pursuant to the requirements of the Constitution.

2.3 **Term.** Each member of the Committee shall serve for a term of three years. Upon completion of such term an outgoing Committee member may be eligible for reappointment to the Committee. Members will be appointed on a staggered basis.

2.4 **Resignations or Replacement of Members.** Members of the Committee may resign for any reason or have their service on the Committee terminated by the Parish Priest for good cause, including without limitation conduct prejudicial to the best interests of the Committee and/or the Church. In addition should any member of the Committee be the parent, spouse, or sibling of an applicant, the member shall be excused from the Committee for that year and rejoin the Committee the following year. A replacement for that year may be appointed by the Parish Council Chairperson in consultation with the Parish Priest.

2.5 **Meetings.** The Committee shall meet as often and at such times as deemed necessary by the Committee Chairperson for the fulfillment of the Committee’s purpose pursuant to these Bylaws.

2.6 **Notice of Meetings.** Written notice stating the place, day and hour of any meeting and the purpose or purposes for which the meeting is called shall be delivered not less than three days before the date of the meeting, either personally, by mail or by email, to each Committee member. If mailed, such notice shall be deemed delivered when deposited in the United States mail, addressed to the Members at their addresses as they appear on the records of the Church, with postage thereon prepaid.

### **ARTICLE III SCHOLARSHIP FUNDS**

3.1 **Source.** The funds available each year to be awarded in scholarships shall consist of the annual distribution received by the Church from the St. George Scholarship Endowment (the “Scholarship Funds”).

3.2 **Location of Funds.** The Scholarship Funds shall be maintained as restricted funds in the general Church account until distributed pursuant to the work of the Committee in accordance with these Bylaws. Any Scholarship Funds that are not awarded and/or distributed for any reason whatsoever in any particular year shall be retained as restricted funds in the general Church account or otherwise invested by the Church’s Parish Council in short term certificates of deposit and be made available as part of the Scholarship Funds to be awarded by the Committee in the following year.

### **ARTICLE IV PURPOSES OF SCHOLARSHIP AWARDS**

Scholarships may be awarded for the following purposes:

- a. Any post-secondary undergraduate education or vocational training at an accredited institution. Graduate education is not eligible.
- b. Orthodox religious education that is considered post graduate work, including the St. Stephens Correspondence Study Program of the Antiochian Orthodox Archdiocese of North America, seminary studies, or monastery programs.

### **ARTICLE V ELIGIBILITY**

To be eligible the awardee must be a member of the Church as defined as follows:

- a. Baptized or chrismated in the Orthodox Church.
- b. Participates in the sacraments of the Orthodox Church.
- c. Church in considered their home parish.
- d. Has been an active member of the Church during their K-12 years (not all exclusive).

## **ARTICLE VI APPLICATION AND SELECTION PROCESS**

6.1 **Application**. By August 1<sup>st</sup> of each year, the Committee shall make available to the parish an application for scholarships to be awarded during the upcoming academic year. The application form shall request the applicant to provide any information deemed pertinent and necessary by the Committee, including a description of the applicant's activities in the Church. In addition, the application shall require the applicant to write a proposal for a community service project that the applicant shall be responsible for completing. The Committee shall provide examples of community service projects that the applicant may select or come up with their own proposal.

No later than October 1<sup>st</sup> of that year the applicant shall hand deliver the completed written application to the Priest. The Committee shall meet during the first 15 days in October to review the applications. If the community service project is not acceptable, the Committee shall work with the applicant to come up with an acceptable project. Once approved the applicant will complete their project by March 31<sup>st</sup> of the following year. Upon completion the applicant will complete a report for the Committee (format to be determined by Committee) regarding the project, its results, etc. Exceptions for circumstances beyond the control of the applicant may be made at the discretion of the Priest.

6.2 **Review and Selection**. Within a reasonable time after receipt of all applications in any particular calendar year, the Committee Chairperson shall, in consultation with the priest, call a meeting of the Committee and determine a procedure for the review of applications and selection of awards. Upon review of the applications, the Committee may request additional information or to interview applicants.

6.3 **Awards**. The scholarship will be paid to the recipient once the applicant is enrolled/attending class and appropriate documentation is provided.

6.4 **Award Limits**. Although students may apply for the scholarship on multiple occasions, an individual shall not receive the award more than once. The maximum award amount shall not exceed \$500.

6.5 **Announcements and Payment of Awards**. At such time as is deemed appropriate by the Committee, in consultation with the priest, the Committee shall publish the list of recipients and the amount of each such award. The award must be used within the next 12 months after the award is announced. If the award is not used it will revert back to the Scholarship Funds. To request payment of the reward the awardee must present evidence of enrollment and actual attendance at the designated institution.

6.6 **Confidentiality**. Any information regarding the applications submitted by the candidates and the discussions of the Committee regarding the applications and awards shall at all times remain confidential, without exception.

Adopted by the Parish Council of St. George Orthodox Church April 17, 2007.

Amended February 18, 2008

Amended February 14, 2011

Amended December 12, 2011

Amended July 25, 2016