

## **BEAT CANCER TODAY**

### **BEAT CANCER TODAY PEDIATRIC CANCER SIBLING SCHOLARSHIP**

#### **SCHOLARSHIP RULES, GUIDELINES, AND PROCEDURES**

Beat Cancer Today (the “Organization”) is a 501(c)(3) public charity that aims to create awareness of childhood cancers and to provide financial support for childhood cancer research and patient and family support programs. Consistent with this mission, Beat Cancer Today has established the Beat Cancer Today Pediatric Cancer Sibling Scholarship (the “Scholarship”) as a way to provide financial assistance to siblings of individuals who have been diagnosed with pediatric cancer. The Scholarship helps qualified applicants pursue post-secondary education from accredited educational institutions. The following guidelines outline the Scholarship’s rules and procedures.

#### **Applicant Eligibility**

In order to further the Organization’s charitable mission, siblings of patients who have been diagnosed with a form of pediatric cancer aged 16-26 with a home address in Iowa are eligible to apply for the Scholarship. A sibling includes a biological sibling (whether “natural birth” or assisted reproductive technology) and an adopted sibling, including half-blood and step-siblings. There is no requirement for the siblings to live in the same household, but the Scholarship applicant must have an Iowa address to apply for the Scholarship. To be considered for the scholarship award, the applicant must complete the entire application and submit the application in the manner described within the application. Family members of individuals currently serving on the Organization’s Board of Directors are not eligible to apply for the Scholarship

Generally, the Organization will release the Scholarship application form in November and set a cut-off date for submission in March.

#### **Selection Criteria**

The selection criteria listed on the Scholarship application form and corresponding essay and letters of recommendation are designed to give the Selection Committee ample resources to select the scholarship winner in an objective and non-discriminatory manner. The scholarship winners will be selected based on the applicant(s) who best exemplify the Organization’s charitable purposes. In addition to the purposes described above, these purposes include, but are not limited to, honoring individuals who have been affected by pediatric cancer, have demonstrated the ability and willingness to raise awareness for pediatric cancer, and would be personally benefitted by the scholarship award.

The Organization does not require and does not expect to receive any benefit from applicants and/or the scholarship award winner as a result of the scholarship program.

## **Selection Committee**

The Selection Committee shall consist of five (5) individuals within the State of Iowa that are selected by, but are independent from, the Organization's Board of Directors. In order to create an independent and fair selection process, the Selection Committee members will not be comprised of any individuals who have a personal interest, either directly or indirectly, in the identity of the scholarship applicants and ultimate winner(s). If a conflict should arise, the Selection Committee member will notify the Board of Directors, recuse himself or herself, and the Board of Directors will select a replacement committee member.

A member of the Selection Committee should recuse himself or herself when it is discovered that the Committee member's relative has applied for the Scholarship. A relative includes the Committee member's: spouse, ancestor, sibling (biological, adoptive, or step-sibling), sibling's child (biological, adoptive, or step child), child (biological, adoptive, or step child), grandchild, great grandchild, and the spouses of children, grandchildren, and great grandchildren.

## **Administering the Scholarship**

The Selection Committee will select the winner(s) of the Scholarship and will notify the Organization's Board of Directors. The Selection Committee will inform the Board of Directors of the winner(s) name, address, contact, purpose of the scholarship, amount of scholarship, manner of selection, relationship (if any) to the Board of Directors or Selection Committee, and any other information that is needed to award the scholarship.

The Board of Directors will use the information obtained from the Selection Committee to notify the winner(s). The Board of Directors will also notify the Scholarship recipient's accredited academic institution and furnish the award directly to the academic institution. To minimize the risk that the scholarship award will be included in the award recipient's taxable income, the Board of Directors will instruct the academic institution to apply the scholarship award for the purposes of tuition and fees and required course books. The award should be administered by the academic institution at the start of the academic semester via a one-time payment.

## **Personal Information Use, Retention and Destruction**

The Organization will collect, retain, and dispose of the applicant's personal information in the manner proscribed by all applicable State and federal laws. The Organization will collect and retain the applicant's personal information in a secure manner and will only use the information for the purpose of selecting scholarship winners. The Organization will secure the applicant's written consent for any other use of the applicant's personal information.