



Tahoe Donner Association

Giving Fund Committee

Charter

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4 **Prologue**

5 The Tahoe Donner Giving Fund (GF) was first chartered by the Tahoe Donner Association (TDA)
6 on September 27, 2014. Since its inception, it has fostered community among TDA members.
7 This sets the stage for investing in the wider Truckee community through grants to nonprofits
8 and scholarships to high school graduates within the Tahoe Truckee Unified School District.
9 These endeavors make the Giving Fund very different from any other TDA committee. Other
10 committees work for the benefit of the TDA membership, while the Giving Fund works for the
11 benefit of the wider Truckee community. Because of these various relationships, the Giving
12 Fund’s charter does not fit the standardized version used by the other TDA committees. The
13 following adapts that template to the uniqueness of the Giving Fund itself.

14 **Authority**

15 Pursuant to the powers vested in the Tahoe Donner Board of Directors (“Board”) by the Articles
16 of Incorporation, the Bylaws and the Covenants and Restrictions of the Tahoe Donner Association
17 (TDA), the Board hereby establishes the Tahoe Donner Giving Fund Committee (GF) as a
18 standing committee of the Association. The GF Charter shall remain in effect as presented herein
19 until such time as it is amended or revoked by the Board. Any changes, amendments or
20 modifications to this Charter may only be accomplished at a properly noticed meeting of the
21 Tahoe Donner Association Board of Directors. The GF shall remain in existence until dismissed
22 by the Board. The GF shall have no authority to act on behalf of the Association, other than
23 those stated in its purpose and presented to and approved by the Board.

24 The Committee is established under the provisions of:

- 25 ▪ Section I, ARTICLE X, Restated Bylaws of Tahoe Donner Association
- 26 ▪ Resolution 2021-5, Committee Policy, Tahoe Donner Association Board of Directors,
27 July 23, 2021
- 28 ▪ ARTICLE VIII, Board Meetings, Restated Bylaws of Tahoe Donner Association

29 **A Key Relationships**

30 The Tahoe Donner Giving Fund (GF) is an affiliate fund at the Tahoe Truckee Community
31 Foundation (TTCF). As such, TTCF holds and administers the funds contributed. For this service
32 The Giving Fund pays an administrative fee, which on balance, is mostly offset by the returns on

33 the investment of these contributions. TTCF is the conduit for all aspects of awarding grants and
34 scholarships. TTCF holds the 501(c)(3); as such it files all appropriate legal and tax documents.

35 I. Purpose

36 The Giving Fund is a platform for Tahoe Donner and Tahoe Donner Members to be better
37 integrated into and involved with the Truckee community. To this end, the purposes of the
38 Giving Fund are three-fold:

- 39 1. To raise Tahoe Donner Members' awareness of the needs that exist within the greater
40 Truckee community.
- 41 2. To raise funds to meet these needs.
- 42 3. To ensure the collected funds are invested in students as scholarships within the
43 Tahoe Truckee Unified School District and as grants with designated local nonprofits.

44 II. Guiding Principles

45 The principles that guide the Giving Fund and the Giving Fund Committee are:

46 A. The Giving Fund

47 **Community.** The Tahoe Donner Giving Fund was founded to reach into the greater
48 Truckee community and provide assistance where possible. The areas of focus have
49 traditionally been education in the form of grants and scholarships to college-bound high
50 school students, health and human service nonprofits and environmental organizations.

51 **Generosity.** The Giving Fund provides a means for Tahoe Donner property owners to
52 combine their donations under a single umbrella and mission to make a bigger
53 contribution to target help where needed.

54 **Integrity.** The Giving Fund acts honestly and with integrity, stays in accordance with the
55 law and the highest standards of practice, and treats all those with whom it deals fairly
56 and respectfully.

57 **Partnership.** The Giving Fund acts as a trusted, vital partner with all entities and in a
58 collaborative fashion based on mutual respect and support.

59 **Stewardship.** The Giving Fund strives to be good stewards of all the donations entrusted
60 to it by funding grants and scholarships in such a way to promote the values and practices
61 of diversity, equity, and inclusion as well as honor the values stipulated by the IMPACT
62 scholarship donor.

63 **B. The Giving Fund Committee**

64 The Committee acts in accordance with current laws governing non-profits as well as
65 Tahoe Donner and Tahoe Truckee Community Foundation policies through a cooperative
66 working relationship.

67 **Integrity.** The Committee acts honestly and with integrity, accordance with the law and
68 the highest standards of practice, and to treat all those with whom it deals fairly and
69 respectfully. We work with integrity to help fellow Committee Members.

70 **Open Forum.** The Committee is a free and open forum for members to voice their
71 opinions with mutual respect and without fear of retribution or reprisal.

72 **Partnership.** The Committee acts as a trusted, vital partner to all entities and in a
73 collaborative fashion based on mutual respect and support. This extends to all TDA
74 departments, Members and Board interactions.

75 **Stewardship.** The Committee strives to be good stewards of all the donations entrusted
76 to it by funding grants and scholarships in such a way to promote the values and practices
77 of diversity, equity, and inclusion as well as honor the values stipulated by the IMPACT
78 scholarship donor. In addition, as it deals with confidential profiles of students and
79 donors, it is respectful of the sacred oath and binding confidentiality agreements to
80 protect their personal details.

81 **III. Committee Administration**

82 The administration and organization of the Giving Fund follows Resolution 2021-5
83 (Committee Policy).

84 **A. Organization**

85 The Committee shall consist of no more than twelve (12) regular voting Members.

86 There shall be at least one, and no more than two, non-voting Board Liaison(s) to the
87 Committee. Board Liaison(s) shall be Board Members chosen by the Board to attend
88 Committee meetings, and when necessary, working group meetings, and whose primary
89 function shall be to facilitate communications between the Board and the Committee.
90 Additionally, the Board Treasurer shall serve as a consultant to the Committee and be a
91 non-voting Member. In support of the Committee's activities for the Board, the General
92 Manager and/or other Staff Members (as appropriate) may attend all or part of
93 Committee and working group meetings.

94 **B. Roles and Responsibilities**

95 To provide an even distribution of the work of this Committee and to aid in succession
96 planning, each Committee Member takes on a primary responsibility for one of the roles

97 described below, and at least one secondary supporting role in another. Items marked
98 with an * are duplicated from Resolution 2021-5.

99 **1. Committee Chair**

- 100 ▪ Establishes agenda in conjunction with Staff Liaison and presides over Committee
101 meetings*
- 102 ▪ Works with the Staff Liaison to schedule meetings as required or necessary*
- 103 ▪ Serves as the general face of the GF, including as GF representative and speaker to
104 TDA Members, the general public, before the Board* and the TTCF
- 105 ▪ Oversees and coordinates Subcommittees and any task-forces
- 106 ▪ Coordinates the writing of articles for the *Tahoe Donner News* publication
- 107 ▪ Ensures effective succession planning*
- 108 ▪ Provides overall liaison with TTCF, and when appropriate, delegates liaison with
109 TTCF to other Committee Members for specific tasks
- 110 ▪ Shares attendance at Board meetings with Associate Chair

111 **2. Chair-Elect**

- 112 ▪ Shadows and assists the Chair
- 113 ▪ Assumes the duties of the Chair when the Chair is unavailable*
- 114 ▪ Takes on Committee leadership special projects, including donor development,
115 retention and enrichment
- 116 ▪ Oversees Giving Fund website
- 117 ▪ Interviews prospective Committee Members, shares applicant information with
118 Committee Members, and lead Committee discussion regarding the suitability of
119 the applicant
- 120 ▪ Assists Chair in appropriate orientation for new Committee Members
- 121 ▪ Shares with Chair attendance at Board meetings

122 **3. Secretary**

- 123 ▪ Records meeting minutes, distributes them for review, and distributes approved
124 minutes to Committee Members
- 125 ▪ Oversees the writing of thank you notes to donors
- 126 ▪ Monitors Giving Fund email account(s)

127 **4. Data Analyst**

- 128 ▪ Maintains the Classy donation site, or other such sites as may be used by the GF
- 129 ▪ Consults with Committee Members to establish their data needs
- 130 ▪ Gathers data from fundraising events and circulates actionable insights for guiding
131 future improvements
- 132 ▪ Produces reports as needed by the Committee, the Board, TDA and/or TTCF,
133 including campaign summary reports

134 ▪ Works closely with the Treasurer

135 **5. Treasurer**

136 ▪ Provides accounting and financial analysis as needed by the Committee, Tahoe
137 Donner Staff and Board

138 ▪ Reports account balances at each Committee meeting

139 ▪ Prepares quarterly statement for posting on the web

140 ▪ Establishes budget for awards in collaboration with the Chair and Committee
141 Members

142 ▪ Supervises fiscal portion of awards process

143 ▪ Keeps records of grants and scholarships awarded

144 ▪ Acts as liaison with TDA Controller regarding operational funds

145 ▪ Works closely with the Data Analyst, including validating funding totals and
146 reconciling any discrepancies

147 **6. Fundraising Coordinator**

148 ▪ Leads team to develop and execute marketing and communications for fundraising
149 activities

150 ▪ Establishes calendared timeline for all aspects of fundraising campaign, including
151 all communications, video production, sponsorships

152 ▪ Works collaboratively and cooperatively with TDA Marketing and Communications
153 Department and any outside contractors

154 ▪ With Marketing and Communications creates and oversees production of materials
155 and media content

156 ▪ Works with the data analyst to monitor and report results to the committee

157 **7. Grants Coordinator**

158 ▪ Has participated on Grants Subcommittee previously

159 ▪ Leads three-Member Subcommittee during Fall grant-making process, attached as
160 Appendix A

161 ▪ Manages GF portion of grant application and selection process

162 ▪ Works with Treasurer for accuracy of award amounts

163 ▪ Acts as TTCF contact person for grants

164 ▪ Represents the GF on TTCF's community-wide Grantmaking Committee

165 **8. Scholarships Coordinator**

166 ▪ Has participated on Scholarship Subcommittee previously

167 ▪ Leads three-Member Subcommittee during Spring/April scholarship awarding
168 process, attached as Appendix B

169 ▪ Manages GF portion of new scholarship application and selection process

170 ▪ Works with Treasurer for accuracy of award amounts

171 ▪ Acts as TTCF contact person for scholarships

- 172 ▪ Represents the GF on TTCF’s community-wide Scholarship Committee
- 173 ▪ Manages continuing scholarship awards process

174 **9. Events Coordinator**

- 175 ▪ Manages all non-fundraising GF events, such as annual barbecues, promotions,
176 donor receptions, and similar events
- 177 ▪ Works collaboratively with Associate Chair on donor development and retention
- 178 ▪ Works collaboratively with TDA Marketing and Communications Department on
179 scheduling and promoting of all non-fundraising events

180 **10. Staff Liaison**

- 181 ▪ Collaborates with Committee Chair on meeting agenda
- 182 ▪ Attends Committee meetings as a non-voting Member
- 183 ▪ Posts agenda and minutes to the Tahoe Donner Association (TDA) website
- 184 ▪ Facilitates communication between management, the Committee and the Board*
- 185 ▪ Provide administrative and logistic support to the Committee*
- 186 ▪ Works with the Committee Chair to schedule meetings *
- 187 ▪ Coordinates with Staff to ensure that Committee meetings and reports are properly
188 reported to the Board*
- 189 ▪ Serves as an information resource to the Committee*
- 190 ▪ Provides Association data and information when necessary for the Committee's
191 work*

192 **11. Board Liaison**

- 193 ▪ Acts as liaison between the Giving Fund Committee and the Board of Directors
- 194 ▪ Acts in advisory capacity to the Committee Chair when such information is
195 requested by the Chair

196 **C. Membership**

197 Membership on the GF Committee is three years with tenure staggered over three years.
198 Any Member of the Association who is in good standing, who has a positive interest in
199 philanthropy within the greater Truckee community, who is prepared to invest the
200 necessary time, and who does not present a conflict of interest, is eligible to apply for
201 appointment as a member of the Committee. Members who have strong organizational
202 skills and/or possess experience in such areas as fundraising, finance, data analysis,
203 planning, education and non-profit work are given preference in appointment to the
204 Committee. Directors and their immediate family members are not eligible for
205 appointment. Co-owners of a property and immediate family members may not serve
206 simultaneously on the Committee. The Board approves appointments to the Committee.
207 In the case of non-performance of duties, the Committee may conduct a vote and
208 recommend the removal of a Member.

209 Committee Members are held to donor and donation confidentiality; as such they are
210 required to sign a TDA non-disclosure agreement annually as well as TTCF's
211 confidentiality agreement when serving on Grant and Scholarship Subcommittees.

212 **D. Election of Officers**

213 The Committee elects, from among its membership, a Chair, Chair-Elect, Treasurer and
214 Data Analyst, each of whom serve for one year. The following year the Chair-Elect
215 automatically assumes the position of Chair. Each officer may be re-elected if no other
216 Committee Member is willing/able to assume the duties of said office. If the outgoing
217 Chair remains as a Committee member, s/he will serve as a resource to the Chair and in
218 any other membership capacity of her/his choice.

219 **E. Meetings**

220 The Giving Fund Committee meets monthly on a pre-arranged and published schedule.
221 The schedule will be noticed by the Association as required by ARTICLE VIII, Restated
222 Bylaws of Tahoe Donner Association. Committee members are expected to attend
223 scheduled meetings on a regular basis. An agenda will be created by the Committee
224 Chair for distribution to the Committee four days before the scheduled meeting.

225 Committee Members are expected to contribute actively and meaningfully to the work
226 of the Committee, including a minimum meeting attendance of 75% per calendar year.

227 Decisions of the Committee are reached by a majority vote of the Members present
228 constituting a quorum.

229 Attendance at Board of Director meetings is encouraged but not required. In general,
230 Members are expected to stay abreast of significant issues at Tahoe Donner.

231 **F. Video Recording**

232 Due to the nature and confidentiality of the Giving Fund Committee business most
233 meetings are not recorded.

234 **G. Document Promulgation and Reporting**

235 Effective communication is the cornerstone of a responsible Committee. To this end:

- 236 ▪ Meeting agendas are supplied to all Committee Member, Board Liaison, and Staff
237 liaison four (4) days before each meeting.
- 238 ▪ Meeting agendas are posted on the Committee page of the TDA website by the
239 Staff Liaison.
- 240 ▪ Meeting minutes shall be produced for each meeting of the Committee by the
241 Secretary or designee. These minutes are reviewed by the Chair or Associate Chair
242 and circulated to the Committee Membership, then submitted to the Staff Liaison

- 243 for inclusion in the Board book for the next Board meeting or within 14 days
244 following the Committee meeting, whichever occurs first.
- 245 ▪ Meeting minutes are posted on the Committee page of the TDA website by the
246 Staff Liaison
 - 247 ▪ A calendar of key events for the upcoming year is presented to the Board
248 Communications. This calendar may be changed as circumstances warrant and with
249 consultation with the Board Liaison.
 - 250 ▪ Board-initiated proposals related to the Giving Fund are made in consultation with
251 the Committee prior to such decisions being brought before the full Board.
 - 252 ▪ The Committee shall provide written reports and recommendations on specific
253 issues to the Board after consideration and approval by the Committee.
 - 254 ▪ Report periodic analyses of the financial status of the GF, including fundraising and
255 awards. These reports detail the results of the annual cycle for funds raised,
256 expenses incurred and awards made as well as investment results on funds at the
257 Tahoe Truckee Community Foundation and their associated fees.
 - 258 ▪ Written reports and recommendations on specific issues are presented to the Board
259 after consideration and approval by the Committee. Committee Members do not
260 otherwise make reports or recommendations to the Board or to individual Board
261 Members.
 - 262 ▪ Coordination with other Association Committees is encouraged when deemed
263 necessary or appropriate to accomplish the Committee's purpose.

264 H. Calendar of Key Events

265 At the Committee's November meeting, the Committee shall establish its meeting
266 calendar and elect a Committee Chair and Associate Chair for the upcoming year. The
267 Committee Chair will submit a report to the Association's Board via the Clerk to the Board
268 indicating the Committee's meeting calendar and election results.

269 At its regularly scheduled December Board meeting, the Board shall approve, amend or
270 disapprove the Committee's annual calendar of events. The Committee's calendar of key
271 events is reviewed by the Board on a quarterly basis and may be changed as
272 circumstances require at the request of the Committee and/or at the discretion of the
273 Board and after consultation with the Committee.

274 I. Committee Support

275 The Committee Chair directs requests for TDA housed data or any other type of
276 information needed for the work of the Committee to the Staff Liaison.

277

278

TERM OF CHARTER AND AMENDMENTS

279 This Committee shall remain in existence until dismissed by the Board. This Committee Charter
280 shall remain in effect as presented herein until such time as it is amended or revoked by the
281 Board.

282

APPROVAL

283 This Charter was approved by the Tahoe Donner Association Board of Directors on this ___ day
284 of _____ 2021.

285

286

287 Jim Roth
288 Board Secretary

289

Appendix A

290

Procedure for Awarding Tahoe Donner Giving Fund Grants to Nonprofits

291

through the Tahoe Truckee Community Foundation Open Competitive

292

Grant Process

293 The Tahoe Donner Giving Fund (GF) Grants Subcommittee consists of three Members. The Lead
294 Member will have participated on the Subcommittee in previous years and will represent the GF
295 on the Tahoe Truckee Community Foundation Grant-Making Committee.

296 The Giving Fund prioritizes grants that provide direct aid and benefit to individuals and
297 organizations in the greater Truckee Area. These organizations fall into four categories: Health
298 and Human Services; Environment, Conservation and Animal Welfare; Education and Youth
299 Development; Arts and Culture. The GF does not usually award grants to organizations that are
300 funded through other support groups, that is, those supported by tuition paid by parents or
301 those who are in planning stages. The GF does support some capacity building requests on a
302 limited basis.

303 Annually, usually at the conclusion of the summer fundraising campaign, the GF Committee
304 Treasurer and Chair make prudent decisions as to the total amount of funds available for
305 disbursement to grants (fall of current year) and scholarships (spring of next year). The amount
306 is dependent on funds raised and available. They then calculate the percentage of those funds
307 for grants and for scholarships (subject to change but currently 55% grants and 45% scholarships).
308 The Chair takes these figures to the Tahoe Donner Association (TDA) Board for approval before
309 or in conjunction with the grant application process. Once there is Board approval, the total
310 amount available is communicated to TTCF.

311 N.B.: There is no mention of the actual grant recipients or amounts until after the TTCF Board of
312 Directors gives its approval of the awards and the awardees are notified by TTCF.

313 Following the closing of the application (early September), the process has a short timeline for
314 reading, discussion, decision-making, and awarding (mid-October). The process proceeds
315 according to the following steps.

316 1. The grant application process is administered by TTCF (eligibility criteria, applications,
317 vetting, and facilitated selection process).

318 2. Two Members of the GF Grants Subcommittee individually read, evaluate, and rank order
319 each of the applications for general worthiness of awarding and more specifically, suitability
320 for awards from the GF keeping in mind the criteria above. The two Subcommittee members
321 evaluate and rank order each other's top dozen or so choices and compile a list of 15 top
322 choices at minimum. The Lead Member of the Scholarship Subcommittee will then read these
323 top 15, thus providing three reads for all possible choices.

- 324 3. Once all Subcommittee Members have read all applications, they meet in order to discuss
325 the suitability of each on their rank order list. They then assign a dollar amount to each in
326 order to establish a composite list for the Subcommittee Lead to use at the TTCF grant-
327 making roundtable.
- 328 4. TTCF convenes a gathering of all funders of grants for a collaborative discussion and funding
329 decision making. Together with all the other funders, all grant applications are reviewed and
330 assigned funding amounts and sources. At this meeting, final determination of who will be
331 funded and for how many dollars is made. The Grants Subcommittee Lead is GF's
332 representative at this table.
- 333 5. The Subcommittee Lead prepares a document showing the awardee, amount of award and
334 a brief synopsis of how the awardee will use the funds for the Committee Treasurer who will
335 track these expenditures.
- 336 6. Since the TDA Board has already approved the total amount for disbursement for grants,
337 there is no need to go to them again until after the TTCF Board gives its approval. After the
338 TTCF Board's approval awardee information is shared with the TDA Board at its next regularly
339 scheduled Board Meeting,
- 340 7. TTCF notifies the grant recipients of their awards. The GF encloses its own letter (on
341 letterhead) of congratulations with this notification, thus reenforcing the source of the funds
342 and providing visibility to the GF. *Until this time the names of the awardees are confidential.*
- 343 8. At its next regular scheduled meeting the GF Grants Subcommittee shares information with
344 the full committee and responds to any questions regarding funding decisions.
- 345 9. An article including the grant recipients name and amount awarded is written for publication
346 in the *Tahoe Donner News*.
- 347 10. A poster is prepared for the GF bulletin board near the TDA Northwoods Clubhouse
348 entrance. The marketing and communications manager at TDA can help with this.

349

Appendix B

350

Procedure for Awarding Tahoe Donner Giving Fund Scholarships

351

through the Tahoe Truckee Community Foundation Open Competitive

352

Scholarship Process

353 The Tahoe Donner Giving Fund (GF) Scholarship Subcommittee consists of three Members. The
354 Lead Member will have participated on the Subcommittee in previous years and represents the
355 GF on the Tahoe Truckee Community Foundation (TTCF) Community Scholarship Committee.

356 The Giving Fund scholarships are need-based with priority going to graduating high school
357 seniors who are the first generation in their family to go to two-- or four-year colleges and to
358 those with trade school aspirations.

359 Annually, usually at the conclusion of the summer fundraising campaign, the GF Committee
360 Treasurer and Chair will have made prudent decisions as to the total amount of funds available
361 for disbursement to grants (fall of current year) and scholarships (spring of next year). They then
362 calculate the percentage of those funds for grants and for scholarships (subject to change but
363 currently 55% grants and 45% scholarships). The Chair takes the amount for the scholarships to
364 the Tahoe Donner Association (TDA) Board at its regular meeting in February. Once there is TDA
365 Board approval, the total amount available is communicated to TTCF.

366 N.B.: There is no mention of the actual scholarship recipients until after the TTCF Board of
367 Directors gives its approval of the awards and the awardees are notified by TTCF or GF
368 Committee designee.

369 Following the closing of the application window (late March/early April), the process has an
370 intense timeline of reading, discussing, interviewing, decision making and awarding of the
371 scholarships before the final college decision date of May 1. The process proceeds according
372 to the following steps.

373 1. The scholarships application process is administered by TTCF (eligibility criteria, applications,
374 and facilitated selection process).

375 2. Two Members of the GF Scholarships Subcommittee individually read, evaluate, and rank
376 order each of the applications for general worthiness of awarding and more specifically,
377 suitability for awards from the GF keeping in mind the criteria above. The two Subcommittee
378 Members read and rank order each other's top 15 or so choices and compile a list of 20 top
379 choices at minimum. The Lead Member of the Scholarship Subcommittee will then read these
380 top 20, thus providing three reads for all possible choices.

381 3. Once all Subcommittee Members have read all applications, they meet to discuss the
382 suitability of each on their rank order lists. They then assign a dollar amount to each in order

- 383 to establish composite lists for Traditional and IMPACT scholarships for the Subcommittee
384 Lead to use at the TTCF Scholarship Committee roundtable.
- 385 4. TTCF convenes a gathering of all funders of scholarships for collaborative discussion and
386 funding decision making. Together with all the other funders, all scholarships applications
387 are reviewed and assigned funding amounts and sources. At this meeting final, determination
388 of recipients and award amounts is made. The Scholarships Subcommittee Lead is the GF's
389 representative at this table.
- 390 5. The Subcommittee interviews candidates for IMPACT scholarships.
- 391 6. The Subcommittee Lead prepares a document showing the awardee, amount of award and
392 chosen college for the Committee Treasurer to track these expenditures.
- 393 7. Since the TDA Board has already approved the expenditure, there is no need to go to them
394 again until after the TTCF Board gives its approval. At that time, the awardee information is
395 shared with the Board (this is the same information provided in #6 directly above).
- 396 8. Before the May 1 college decision deadline, TTCF or GF Subcommittee Lead as designated
397 by TTCF notifies the scholarship recipients of their award. Until this time the names of the
398 awardees are confidential.
- 399 9. At its next regular scheduled meeting the GF Scholarship Subcommittee shares information
400 with the full committee and responds to any questions regarding funding decisions.
- 401 10. An article is written for publication in the Tahoe Donner News. The information provided in
402 the article includes only the first name of the recipients, the institution, either the career goal
403 or the major; the amount of the scholarship is not included.
- 404 11. A poster is prepared for the GF bulletin board near the TDA Northwoods Clubhouse
405 entrance. The marketing and communications manager can help with this.
- 406 12. The scholarships are presented at the schools' awards ceremonies by the GF Committee
407 Chair or designee.
- 408 13. When funds are available, the GF awards a second year of funding to the previous year's
409 Traditional scholarship awardees; continuing IMPACT scholars are automatically eligible for
410 second,- third- and fourth-year funding. Both types of scholarships have certain requirements
411 for continued funding, including transcripts showing 3.0 or above GPA and an interview. The
412 Subcommittee collects the transcripts and arranges for and conducts the interviews based
413 on a standardized set of topics. Funding for these scholarships is included in the total amount
414 for scholarships established the previous fall.