
**Policies & Procedures
of the
Vancouver Thunderbird
Minor Hockey Association**

P-20

DALE CHENEY MEMORIAL SCHOLARSHIP FUND POLICY

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1. Introduction

The VTMHA has set up a scholarship fund in memory of Dale Cheney (the "Fund"). Dale Cheney was involved as a coach and on the executive of the VTMHA for nineteen years. His skill at coaching, which he brought to all divisions in the hockey program, was well-respected, and he mentored other coaches and young hockey players throughout the years that he was coaching. He was a member of the Board of Directors, filling many roles, including that of President, during his time with VTMHA. He died prematurely, and this fund was established to honour his memory. The Fund has been registered with Revenue Canada as a charity and has received a registration number. The Fund is administered by three trustees, namely the President, Secretary, and Treasurer of the VTMHA (the "Trustees").

2. Objective

The objectives of the Fund are to:

- provide financial assistance to VTMHA players who exhibit good sportsmanship, who have demonstrated superior academic ability, and who intend to pursue post secondary education;
- encourage players to continue playing hockey while pursuing academic goals;
- provide a means through which people will be reminded of the dedication of Dale Cheney during the nineteen years he coached hockey as a member of the VTMHA and its predecessor minor hockey associations.

3. General

Responsibilities of the Trustees include such matters as:

- identify persons to serve on the Selection Committee
- determine the number of scholarships to be awarded in any year and the amount of each scholarship;
- recommend changes to this policy statement;
- determine the manner in which the Fund is to be invested or reinvested;
- set fundraising goals and methods.

The Trustees will make all decisions concerning the Fund other than the selection of scholarship recipients or changes to this policy. The Selection Committee will make the selection of scholarship recipients and the directors of the VTMHA will make changes to this policy on the advice of the Trustees.

4. Funding

The annual registration fee for each player in the VTMHA will include an assessment of \$0.50 earmarked exclusively for the Fund.

5. Eligibility/Qualifications

To be eligible to receive a scholarship from the Fund, candidates must:

- have been registered with the VTMHA for at least three seasons including the current hockey season;
- be enrolled full time in Grade 12 during the year of application for a scholarship;
- have exhibited leadership abilities and good sportsmanship and character;
- have an above average academic record;
- agree that scholarship monies shall be applied to tuition fees at a post secondary institution within two years of receiving a scholarship.

6. Application Procedure

- A player wishing to apply for a scholarship from the Fund must complete the VTMHA scholarship application form (which may be obtained from the VTMHA Administrator) and remit that form together with the following documents:
- a copy of his/her secondary school transcript and a letter of recommendation from his/her secondary school principal or counsellor;
- a letter of recommendation from his/her current VTMHA hockey coach;
- a letter of recommendation from a coach or other person who has personal knowledge of his/her involvement with the VTMHA in a previous year;
- any other letters of support providing evidence of good sportsmanship and good character and/or evidence of participation in other sports, groups, or community service activities.

Applications must be received by the designated person by March 31st of each year and the recipients will be announced at the Annual General Meeting of the VTMHA held in April or May of that year.

7. Selection Committee

A two-member committee (the "Selection Committee") shall make the selection of the recipients of scholarships from the Fund. The members of the Selection Committee shall be chosen as follows:

the members of the Selection Committee will be appointed by the Trustees for a term of one year and any member may be re-appointed annually if willing to continue serving on the Selection Committee;

- any person who has a child playing on a VTMA team or who has had a child playing on a VTMHA team within the preceding three years is ineligible to be a member of the Selection Committee;
- a person who is currently a director of the VTMHA or who is currently coaching a VTMHA team is ineligible to be a member of the Selection Committee;
- the Trustees will endeavour to appoint at least one person to the Selection Committee who has relevant educational expertise.

Upon being advised by the Trustees of the maximum number of scholarships to be awarded in any year, the Selection Committee alone shall select the recipients of scholarships from the Fund for that year.

8. Reporting/Administration

The Treasurer of the VTMHA will:

- ensure that all necessary reports are filed with Revenue Canada on a timely basis;
- at least annually provide a financial report on the Fund to the directors of the VTMHA;
- receive monies in the Fund and invest those monies in interest bearing securities such as Guaranteed Investment Certificates, Term Deposits, or Government Bonds.
- maintain adequate accounting records and ensure timely issue of receipts for donations received.