



# Scholarship Program Guidelines

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There are certain guidelines that the United Charitable has set up in accordance with the Internal Revenue Code pertaining to gifts to individuals from a Donor-Advised Fund or Program at United Charitable. A payment to an individual can be justified for the services or products that he or she provides for the Foundation. However, if the Foundation wishes to assist needy or deserving individuals through a scholarship, the scholarship program **MUST** meet the following criteria:

1. **Bona Fide Public:** The individual must be a part of a bona fide public or community of people.
2. **Public Criteria:** There must be public criteria that would differentiate one qualified applicant from another. The criteria must be disclosed to the public and the basis of the selection clearly defined.
3. **Sufficient Publicity:** There must be sufficient publicity so that a reasonable person might presume that the public listed above would know about the proposed award before it was made and have a chance to apply if qualified. This can be by newspaper articles, ads, radio, TV announcements, the Internet, bulletins, posted notices or flyers.
4. **Actual Competition:** There must be a bona fide attempt to have actual competition. We need to know and have before us the applications of all those who are being considered. We need to know those who were not selected as well as those who were selected.
5. **Impartial Selectors:** The impartial selectors should be people who are not related to the applicant by blood, marriage, adoption, employment, or business relationship (as to be determined by United Charitable). People of unquestioned competence, impartiality and integrity must have made the selection. We need the names and addresses of the people on this Selection Committee.

Please submit to United Charitable the completed the [Scholarship Approval Form](#) at least **30 days** before the scholarship program is to be conducted or announced. This will allow the Board of Directors at United Charitable enough time to examine and approve the proposed Scholarship Program.