

**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 Resignation 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 to be 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 is considered the applicant’s home parish, in as much as their parent(s)/spiritual guardian(s) shall be pledged member(s) of the Church for a minimum of three consecutive years prior to application for a scholarship award.
- d. Has been an active member of the Church during their K-12 years (not all inclusive).

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

6.1 Application. By the first day of February of each year, the Committee shall make available to the parish an application form for scholarships to be awarded during that calendar year. The application form shall request the applicant to provide any information deemed

pertinent and necessary by the Committee, including without limitation a description of the applicant's activities in the Church. In addition, the application shall require the applicant to write and submit an essay, the theme of which shall be selected by the Committee. Letters of recommendation shall be submitted at the discretion of the applicant. All applications must be delivered to the Committee chairperson no later than the first Sunday of April in order to be considered for a scholarship award during that same calendar year. Exceptions for circumstances beyond the control of the applicant may be made in 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. Each calendar year the Parish Council chairperson shall communicate to the chairperson of the Committee the amount of money available to be awarded during that year (the "Available Funds"). Upon selection of candidates to receive scholarship awards, the Committee shall determine the portion of the Available Funds to be awarded. The aggregate amount of scholarships awarded shall not exceed the amount of Available Funds.

6.4 Announcement 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 Fund. To request payment of the award the awardee must present evidence of enrollment and actual attendance at the designated institution.

6.5 Confidentiality. Any information regarding the applications submitted by candidates and the discussions of the Committee regarding 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.