

Society of Gastroenterology Nurses and Associates, Inc.	
<i>Board Policy &amp; Administrative Procedure Manual</i>	Policy No: C-14 Page: 1 of 1 Revision Date: 2/15 Review Date: 2/15
<b>Subject:</b> Medical Aid Scholarship	
<b>Review Responsibility:</b> SGNA Awards Committee	

**Policy Statement:**

The Medical Aid Scholarship was established to financially assist SGNA members who are participating in a medical aid trip.

**Focus:** SGNA Members

**Purpose:**

To outline the process for application and selection for recipients of the Medical Aid Scholarship.

**Procedure:**

1. Applicants for the Medical Aid Scholarship will adhere to the following criteria:
  - 1.1 SGNA Member in good standing
  - 1.2 Must meet criteria of the organization through which they are traveling
  - 1.3 Medical aid trip must be through an established organization and not independently planned
  - 1.4 Must be receiving scholarship for the first time.
2. Scholarships to be awarded will be determined by:
  - 2.1 The amount of funds available.
  - 2.2 The number of scholarships awarded will be determined by the SGNA Budget, Finance and Audit Committee and approved by the Board of Directors
3. Awards Committee will review all applications and will announce the winners in the form of an Information Report to SGNA Board of Directors.
  - 3.1 Applications will be received at SGNA Headquarters by December 31.
  - 3.2 The Awards Committee will review and score all applications and determine winners.
  - 3.3 The Awards Committee will determine the number of individual scholarships, but this will be based on approved funds. Recipients of SGNA scholarships shall be notified by the SGNA Awards Committee.
4. Recipients of the Medical Aid Scholarship will receive funds of \$1000 up front and must be used within the calendar year in which they were awarded. Proof of participation in a program must be established before funds are issued. Recipients of the scholarship will be asked to write an article about their experience for the SGNA News.