Susan Schneck Arts for Life Scholarship Program
Guidelines

Mission
St. Louis Park Friends of the Arts’ **Susan Schneck Arts for Life Scholarship Program** exists to provide the financial means for any resident of St. Louis Park to participate in an activity or educational opportunity that will allow them to develop as a creative individual.

History
When Friends of the Arts was founded, an important goal of the founders was to create equal access to the arts. The school district’s music program, in particular, was an area where the district provided excellent orchestra, band, and vocal programs, but not all students could afford private lessons to excel in their instrument. The scholarship fund was originally created to help allow all students equal access to private lessons. As the program evolved, the organization realized the importance of this access to all members of the community to all arts and therefore re-defined the program to include all residents of St Louis Park.

In 2017, the Board of Directors of Friends of the Arts recognized its founder and longtime board president Susan Schneck for her contributions to the arts in St. Louis Park and to the Susan Schneck Arts for Life Scholarship Program, by changing the name of the fund to the Susan Schneck Arts for Life Scholarship Fund. Susan has experienced and witnessed the transformative and restorative power of the arts throughout her life, and holds the belief that finances should not prevent someone from participating in the arts. Through her conviction and determination, and with the help of other arts advocates in St. Louis Park, she founded the Susan Schneck Arts for Life Scholarship Fund. Friends of the Arts is proud to have her name and legacy attached to the fund.

Goals
Participating in the arts provides an opportunity for deep personal satisfaction, expression, and growth. The goal of this scholarship fund is to provide the financial means for any resident of St. Louis Park to be able to access arts activities or educational opportunities that might be able to make a positive change in their lives, regardless of their creative background and skills, or their personal financial situation.

Actions
A. Administer scholarship application, review, selection and awards process
B. Solicit and administer funds from donations and partnering organizations
C. Recommend marketing program, materials, and tools to raise awareness of scholarship program
D. Communicate application deadlines quarterly and review quickly to provide an accessible and responsive process
Committee
The Arts for Life Review committee will be made up of individuals representing FOTA, the City of St. Louis Park, the school district, the Community Foundation, and an at-large community member. These six members will have voting rights, and FOTA will provide one staff liaison who will not hold voting rights.

Chair (1 member)
Voting (5 members)
Liaison (1 member)

A voting committee member will have a 1 year term with the opportunity to continue on the committee at the end of each term.

Chair will be elected by the committee and serve a two year term.

Committee members and Chair can be elected for more than one term.

Committee will be composed of the following representatives:
A. One City of St. Louis Park Staff Representative (appointed by City)
B. Two Friends of The Arts Representatives (appointed by FOTA)
C. One St. Louis Park School District Staff Representative (appointed by School District)
D. One St. Louis Park Community Foundation Representative (appointed by Foundation)
E. One Community At Large Representative (appointed by FOTA)

The Susan Schneck Arts for Life Scholarship Review Committee will meet four times per year within two weeks of the quarterly scholarship application deadline.

The review committee may be called upon at any time, during a regular or special meeting to update policy regarding:
A. Review application materials and evaluation processes.
B. Establish and evaluate policies, structures, and funding and award mechanisms.
C. Recommend prioritization criteria

Staff Liaison
A. Staff liaison will prepare a summary of applications, including past history of applicants in the program to committee members before a review meeting.
B. Staff liaison will communicate with FOTA treasurer regarding scholarships awarded so that treasurer may approve any invoices to be paid.
C. Staff liaison will update and maintain files recording all applicants and all scholarship recipients including demographics when possible.
D. Staff liaison maintains materials and applications online on the FOTA website and electronically as needed.
E. Staff liaison adds email addresses of all applicants to the organizations email newsletter distribution list.
Funding
St. Louis Park Friends of the Arts will provide funds for the Arts for Life Scholarship Program. Funds are solicited and received by FOTA specifically for this purpose. The committee may solicit other sources of funding to add to the fund. Scholarships are only paid to the teacher or organization providing the activity—not the applicant.

The Susan Schneck Arts for Life Scholarship fund will set a high priority to fund:
A. Individuals only—not organizations or groups
B. Individuals that have financial difficulty in participating in creative activities
C. Individuals that have not received an Arts for Life Scholarship in the past
D. Individuals that have not had the opportunity to participate in a creative activity

The Susan Schneck Arts for Life Scholarship Program does not fund the following:
A. Food, travel expenses, accommodations, tickets or memberships

Calendar
Scholarship deadlines are: March 5, June 5, Sept 15, and Dec 5 annually (deadline for September extended to September 15 to allow school teachers time to let students know about upcoming deadline).

Last Revised: July 2017