

american **CAMP** association®

## **CAMPER SCHOLARSHIP PROGRAM AGREEMENT**

This Camper Scholarship Program Agreement is entered into by the American Camping Association, Inc. d/b/a American Camp Association ("ACA") an Indiana nonprofit, public benefit corporation, and [REDACTED] (the "Camper Scholarship Administrator") at [REDACTED], as of [REDACTED]. ACA and the Camper Scholarship Administrator are herein referred to collectively as the "Parties." The purpose of this program is to enable more children, youth, and adults to have a camp experience by awarding camper scholarships to cover fees. The Camper Scholarship Administrator selects its own campership recipients; however, ACA is particularly interested in stimulating interaction between campers from varying social, economic, racial, national, and cultural backgrounds. The Camper Scholarship Administrator shall make the availability of campership funds a matter of public knowledge through such reasonable and prudent means as to promote equal opportunity among individuals from varying social, economic, racial, national, and cultural backgrounds. ACA recommends that campership recipients under the age of eighteen remain anonymous to the camp community. The Campership Administrator may solicit contributions from parents, businesses, organizations, or foundations, subject to the terms and conditions of the ACA Camper Scholarship Gift Agreement and the Camper Scholarship Program Guidelines as set forth hereunder. All donor checks must be made payable to the ACA with "Camper Scholarship Program/[REDACTED] Program" in the lower left-hand corner. Contributions may be sent directly to ACA or may be collected by the Camper Scholarship Administrator and forwarded to ACA. ACA will credit your program's account. ACA will complete a donor acknowledgement letter for each gift and will mail the

acknowledgment to the Camper Scholarship Administrator, and the Camper Scholarship Administrator will forward to the donor the ACA acknowledgment along with any separate acknowledgement they may choose to include. These donors will *not* be incorporated into the ACA donor database for future solicitation.

To award a campership, the Camper Scholarship Administrator must submit a Camper Scholarship Application for each camper. The ACA, Inc. administrative office issues a check within fourteen working days. The total amount requested may not exceed the fee normally charged for campers together with any additional fees that are reasonable and necessary to accommodate special needs of the camper scholarship recipient. Furthermore, such amounts cannot exceed the balance in the program's account. Upon approval of a camper scholarship by ACA, ACA will credit the program's account. The Camper Scholarship Administrator shall comply with all applicable tax laws.

The Camper Scholarship Administrator will determine expenses for the year (knowing the total amount requested from the camper scholarship fund cannot exceed the fee normally charged for campers together with any additional fees that are reasonable and necessary to accommodate special needs of the camper scholarship recipient), supervise the selection of campers (based on the camp's own guidelines/benchmarks), and submit a Camper Scholarship Application for each camper. Any or all of these responsibilities may be delegated. The Camper Scholarship Administrator, however, maintains full and final responsibility with regard to these accounting and program functions.

## **CAMPER SCHOLARSHIP PROGRAM GUIDELINES**

1. Individuals, corporations, or organizations may contribute to the program's fund by making the check payable to: American Camp Association Camper Scholarship Fund/ [REDACTED] Program. Owners, owner's companies, owner's family members, camp board members, ACA officers or board members, or anyone connected directly with the ownership or operation of the camp who could benefit from the donation may not donate to the fund.
2. The purpose of the Camper Scholarship Program shall be to assist persons who otherwise could not financially attend camp. ACA's National Board of Directors shall oversee the Camper Scholarship Program. ACA shall not discriminate on the basis of race, ethnicity, sex, or religion in determining camper scholarship recipients. Camper Scholarship Administrators are to develop objective standards as benchmarks against which to measure potential campership recipients. These standards are to be filed along with this agreement with ACA as part of ACA's documentation for the program. These standards are to be used by the Camper Scholarship Administrator to determine the eligibility of campership recipients.
3. ACA shall retain 7.5 percent of each contribution to cover the costs of program administration, printing, and mailing.
4. The balance of the contributions (92.5 percent) shall be credited to the Camper Scholarship Program's account.
5. As contributions are received by ACA, an acknowledgement letter recognizing a tax deductible contribution has been made shall be completed and mailed directly to the Camper Scholarship Administrator, along with a letter confirming the program's balance and list of current donations.
6. A Camper Scholarship Administrator may request funds for camper scholarship applicants by completing the application form provided by ACA.

7. The following persons shall not be eligible camper scholarship applicants: Camper Scholarship Administrator employees, donors to the program, ACA board members, ACA officers, persons in a position to exercise substantial influence over ACA within the last five years, persons who have contributed in excess of \$5,000 to ACA within the last year, or family members of any of the foregoing persons.
8. The donor shall not exercise any undue influence in the selection of a qualifying camper. Each of the Parties has carefully read the Camper Scholarship Program Guidelines and agrees to comply in the conduct of the program described herein. The undersigned individuals have the legal authority to sign on behalf of the respective Parties.

**IN WITNESS WHEREOF**, the parties hereto have caused counterparts of this Agreement to be executed by their respective duly authorized representatives as of the date and year written above.

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Tom Holland, Fund Development, American Camping Association, Inc.  
5000 State Road 67 North, Martinsville, IN 46151

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**REPRESENTATIVE OF CAMP**

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**REPRESENTATIVE OF CAMP**

**Camp Contact Address where all acknowledgment letters will be sent:**

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Summer Address: \_\_\_\_\_

Summer Address: \_\_\_\_\_

Summer Address during what timeframe: \_\_\_\_\_

Winter Address: \_\_\_\_\_

Winter Address: \_\_\_\_\_

Winter Address during what timeframe: \_\_\_\_\_