

FOTA Policy on Administration of the Myra McDaniel Student Leadership Fund

Purpose:

The purpose of this policy is to outline the guidelines by which a student can qualify for the funds. The policy will further outline how the funds will be dispersed and how the fund is renewed and overall oversight of the funds.

Definition:

The Myra McDaniel Student Leadership Fund will grant funds up to a maximum of \$500 per student applicant. A student may receive funds from the Myra McDaniel Student Fund only once.

Rationale:

By offering students essentially a grant with some responsibility toward FOTA expected in return, FOTA is supporting students at a financially vulnerable time when a few hundred dollars can make all the difference. In return, students help to replenish the fund with their membership dollars and still receive full benefits of FOTA membership. This will create a win: win situation for all parties involved.

By having a faculty member certify that the student qualifies, FOTA will assume a certain amount of trust on the part of the relationship with the educational institution. Follow through will essentially be on an honor system with a system built in to remind recipients of their ethical and professional obligation to FOTA.

Qualifications for funds:

- An applicant must be a full time student in an ACOTE accredited OT or OTA program in good standing.
- The student applicant must be a member of FOTA and AOTA in good standing for a year or a semester prior to applying.
- The student applicant must provide FOTA with a permanent address where FOTA can contact the student for follow up.
- Students should be able to demonstrate participation and leadership activities as outlined in the application.

The student must agree to participate in the following activities:

- To remain a member of FOTA for 5 years upon completion of their OT / OTA degree. The membership dues from these members will be earmarked to be put directly into the Myra McDaniel's Student Leadership Fund for the 5 year period.
- To attend at least one FOTA Board meeting during that 5 year period.
- To attend at least one 2 FOTA Membership meetings during that 5 year period
- To volunteer their help during at least one FOTA conference during that 5 year period.

Disbursement of Myra McDaniel Student Fund:

- The qualifying student will complete the online application located on the FOTA website www.flota.com.
- The student will have the certifying faculty member complete their section of the online form before the application is submitted. Only complete forms will be accepted.
- The application will be set to be transmitted automatically to the Awards and Recognitions Chair via e-mail.
- The Awards and Recognitions Chair will verify if the applicant is an FOTA member in good standing. It will also assure that the applicant has not previously received funds, call applicant and or certifying faculty member for any clarification.
- The Awards and Recognitions Chair will make final selections with the Awards and Recognitions Committee.
- Once confirmed, the Awards and Recognitions Chair will direct the FOTA Treasurer to prepare a check to the applicant for the amount of the award to be given during the Annual Award Ceremony.