

## Western Shoshone Educational Trust Fund Grant Guidelines

The Western Shoshone Educational Trust Fund is established to distribute financial assistance for educational purposes for the Western Shoshone people and their lineal descendants, in accordance with Public Law 108-270, adopted July 7, 2004.

### WSETF ELIGIBILITY REQUIREMENTS:

- Must be a Western Shoshone member. As defined, “Western Shoshone member” means an individual who appears on the judgment roll; or a lineal descendant of an individual appearing on the roll; Proof (i.e. certified copy of birth certificate) may be required and final verification will be confirmed by the Western Shoshone Educational Trust Fund – Administrative Committee (WSETF – AC).

#### Associate of Arts or Bachelor's degrees:

- Must be accepted for full-time admission to a nationally accredited institution of higher education course of study to obtain an Associate or Bachelor's degree. Full-time students must maintain 12 credits per semester to receive the WSEFT Grant.
- Must be a high school graduate or GED equivalent. Continuing recipients must maintain a 2.0 or above GPA.

#### Certified Adult Vocational/Technical training institutions:

- Must be accepted for admission to certified program at a nationally accredited adult vocational/technical training institution.
- Must meet and maintain the minimum attendance and skill levels as required by the certified adult vocational/technical training institution.

#### Selection Criteria:

- **Priority** funding will be for students completing:
  - Their initial 4 year degree program for a maximum of 8 semesters and for a 2 year degree program a maximum of 4 semesters.
  - An initial vocational program.
- The committee retains the right to review funding on a per application basis.
- Funding will be set by the number of eligible applicants per funding availability up to a \$1,000.00 per term/semester. (NOTE: Each year, the amount of total funding for the grant program will be reviewed and determined by the WSETF-AC, dependent upon investment and eligible applicants. After each semi-annual award period, a WSETF educational funding report will be provided upon request.)

**APPLICATION DEADLINES:** Documents needed to complete an application must be postmarked no later than the deadline dates established. (Applications received after the deadline date will be held until the next semester.)

Fall semester -----**June 15**

(Continuing Students) GPA for Spring Semester -----**January 15**

Vocational Applicants must comply with the application timeline (above) during which time period they are to be enrolled.

**REQUIRED APPLICATION DOCUMENTS:** Students must have completed grant application by deadline to be considered for the semester/quarter, as noted above. After all required documents are submitted, an acknowledgment letter will be mailed to the student notifying them if their application was complete or incomplete. A complete application package must include the following (student is responsible for submission of these documents):

- Western Shoshone Educational Trust Fund Application – Part 1
- Western Shoshone Lineal Descendancy Chart – Part 2
- High School or College Transcripts, or GED
- High School Diploma or Equivalent
- Acceptance letter/documentation to an accredited higher education institution or certified AVT Program, to be completed by the Institution
- Current College/AVT Program Transcripts

## **REASONS FOR DENIAL OF GRANT:**

- Application not submitted by the grant application deadlines.
- Incomplete application (missing WS Lineal Descendancy Chart, transcripts, etc.)
- Student not attending school, dropped out, or did not register.
- Student ineligible based on grade point average in their enrolled program
- Fraudulent Information

## **AWARD PROCESS:**

Awards will be made on a semester basis. Once an award has been determined, an award letter will be sent to the student and financial aid office notifying them of the award amount and semester funded.

Primarily, funds awarded will be used for a full-time student's tuition, fees, books/supplies per semester then a credit balance will be released to the student to cover the cost of attending an educational institution.

The WSETF grant will be sent to the institution's Financial Aid Office.

## **CONDITIONS FOR CONTINUATION OF GRANT:**

Students receiving grants must maintain acceptable academic standing at college, institution or the university; maintain social conduct within the rules of the institution attended, demonstrate satisfactory progress toward degree or certification requirements, submit a written request (application) in advance for the next year's grant by the application deadlines and successfully complete the school year or grant period specified by the college or institution.

## **RECOUPMENT FOR INAPPROPRIATE USE OF FUNDS OR DEFAULT**

If selected for an award and unable to attend, the award will be forfeited back to the WSETF grant program.

If a student terminates their college enrollment then the following will apply:

1. A grant recipient who, without justifiable circumstances, officially or unofficially withdraws: is expelled before completion of the academic term, semester, trimester, or quarter; or fails to meet the academic standards required by the institution; shall repay the amount of the grant received to the WSETF grant program. Money order or cashier's check shall be sent to the WSETF grant program Post Office Box 1898, Elko, NV 89803, payable to Western Shoshone Education Trust Fund.
2. A grant recipient who officially withdraws, or who is expelled during an academic term, shall submit a written notification to the WSETF Administrative Committee, at the above address, within 10 days with the following information:
  - a. Date the student withdrew or was expelled
  - b. A statement with supporting documentation indicating the reason for withdrawal or expulsion including mitigating circumstances, if any; and
  - c. A copy of the student's letter of request to the college or vocational school to return to the WSETF program the remaining balance of the grant for that academic year.
3. The student must demonstrate justifiable circumstance to avoid repayment of the grant amount expended upon termination of enrollment for the academic term. Failure to provide documentation for justifiable circumstances will result in termination of the student's eligibility for future grants under this Program and may require the student to repay any portion of the amount received for the academic term. The justifiable circumstances include, but are not limited to:
  - a. Withdrawal due to an injury under a medical doctor's care or a serious health condition of the student; and
  - b. Other special circumstances

4. WSETF Administrative Committee shall determine the portion of the grant that must be repaid and notify the student.
5. WSETF Administrative Committee shall make a reasonable effort to contact the student and make arrangements for recovery of the determined amount.
6. A payback agreement must be signed by all students receiving educational funding from the WSETF and if necessary, arrangements will be made to determine a re-payment plan.

**APPEALS:**

1. The Committee has the discretion to review an application that has been denied due to factors beyond the student's control.
2. Late applications will **not** be considered.
3. The Committee will appoint a minimum of three (3) non-committee persons, knowledgeable of the WSETF-AC Bylaws and policies, to an Appeals Board.
4. The WSETF Appeals Board will be convened upon receipt to the Committee of a requested appeal.
5. Applicants have ten (10) calendar days from the date of the certified mailing to request an appeal. The appeal must be in written form and postmarked within ten (10) calendar days.
6. The WSETF Appeals Board will convene within ten (10) calendar days upon receipt of the written appeal and respond to the applicant within ten (10) calendar days.
7. The decision of the WSETF Appeals Board will be final.

FOR FURTHER ASSISTANCE PLEASE CONTACT:

Western Shoshone Educational Trust Fund

P.O. Box 1898

Elko, NV 89803

Phone: (775) 738-2533

Email: [wshoshoneeducationtrustfund@yahoo.com](mailto:wshoshoneeducationtrustfund@yahoo.com)

## Western Shoshone Educational Trust Fund FINANCIAL ASSISTANCE GRANT APPLICATION Part 1

Name: \_\_\_\_\_ Social Security No: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Sex:  Male  Female

Email Address: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Tribal Affiliation: \_\_\_\_\_

Applicant's Western Shoshone Judgment Fund Recipient Roll #: \_\_\_\_\_

High School: \_\_\_\_\_ Date of Graduation: \_\_\_\_\_

GED Certificate:  Yes  No Date of GED: \_\_\_\_\_

Application Request for Academic Year: 20\_\_\_\_ - 20\_\_\_\_  Spring Semester  Fall Semester

Full-Time Student:  Yes  No Other: \_\_\_\_\_

NAME AND ADDRESS OF COLLEGE/UNIVERSITY OR OTHER INSTITUTION SELECTED:

\_\_\_\_\_ Mailing Address: \_\_\_\_\_

Major/Trade: \_\_\_\_\_ Expected Graduation Date: \_\_\_\_\_

Expected Degree:  Associate  BA  BS Other: \_\_\_\_\_

Expected Vocational Certificate: \_\_\_\_\_

Year in College:  Freshman  Sophomore  Junior  Senior Semester Hours Earned: \_\_\_\_\_ Total Credit Hours: \_\_\_\_\_

Have you received a WSETF grant before?  Yes  No If Yes, list years/semesters: \_\_\_\_\_

**STATEMENT OF EDUCATION PURPOSE:** I declare that I will use any funds that I receive under the Western Shoshone Educational Trust Fund (WSETF) solely for a full-time student's tuition, fees, books/supplies per semester and the expenses connected with attendance at my designated college. I authorize the school to release grades, financial information and class schedules to the WSETF Committee.

**CERTIFICATION:** I hereby certify that the above information is true and correct to the best of my knowledge and consent to the release of this information to necessary agencies to complete my financial aid package. I request that the WSETF grant awarded be submitted to the Financial Aid Office. Original grades or transcripts must be sent to the WSETF at the end of each term.

**NOTIFICATION:** If I am selected to receive the financial grant, I understand that the WSETF-AC may release my name as a grant recipient as required in Public Law 108-270 (**Section 4.6.B.ii**) adopted July 7, 2004.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

## Western Shoshone Educational Trust Fund

### LINEAL DESCENDENCY CHART – Part 2

		<p>PATERNAL GRANDFATHER'S NAME TRIBE: _____ DOB: _____ WS Judgment Fund Recipient: yes or no Roll # _____</p>
	<p>NATURAL FATHER'S NAME TRIBE: _____ DOB: _____ WS Judgment Fund Recipient: yes or no Roll # _____</p>	<p>PATERNAL GRANDMOTHER'S NAME TRIBE: _____ DOB: _____ WS Judgment Fund Recipient: yes or no Roll # _____</p>
<p>APPLICANT'S NAME, IF MARRIED (MAIDEN NAME) TRIBE: _____ DOB: _____ WS Judgment Fund Recipient: yes or no Roll # _____</p>		
		<p>MATERNAL GRANDFATHER'S NAME TRIBE: _____ DOB: _____ WS Judgment Fund Recipient: yes or no Roll # _____</p>
	<p>NATURAL MOTHER'S NAME TRIBE: _____ DOB: _____ WS Judgment Fund Recipient: yes or no Roll # _____</p>	
		<p>MATERNAL GRANDMOTHER'S NAME TRIBE: _____ DOB: _____ WS Judgment Fund Recipient: yes or no Roll # _____</p>