**Leadership Tri-Cities (LTC) Financial Aid Request**

As a nonprofit, educational institution, LTC is committed to building a strong future for our community by supporting leaders in their personal and professional development.

Tuition assistance is awarded to an incoming member of an LTC Class who demonstrates a passion for his or her community, who finds creative and innovative solutions to problems, who has a zest for life and who can answer the question, "What can you do today to strengthen your heart and increase your capacity to do good in the world?"

Candidate must also have a demonstrated financial need that would make LTC tuition a barrier to participation in the program.

\*\*Preference given, but not limited to, a small business/sole proprietor, nonprofit employee, or artist.

As part of this pledge, and as resources allow, LTC designates limited resources for tuition assistance to participate in its programs.

* Requests are due no later than the due date for the LTC Class application.
* While LTC Class applications are submitted to the Class Director, **Tuition Assistance requests must be submitted to the LTC Treasurer** at [ltcwa.treasurer@gmail.com](mailto:ltcwa.treasurer@gmail.com). This is for reasons of confidentiality.
* Tuition assistance is not available for the required individual tuition fee. All participants must—at a minimum—personally pay at least 10% of the total program tuition.
* While requests of any amount are considered, we encourage requests that do not exceed one-half of the required corporate/organization portion of the tuition.
* Recipients are chosen on verifiable financial needs. Requests are reviewed by the LTC Tuition Assistance Committee and are subject to verification of through authorized IRS documentation.
* A recipient of tuition assistance who cancel his/her participation in the Class less than four (4) weeks prior to the start of the class forfeit their tuition assistance, as well as the required individual tuition fee (10% of the total program tuition). Recipients, who wish to participate in a subsequent class, and require tuition, must re-apply.

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| **Leadership Tri-Cities (LTC) Financial Aid Request** | | | | |
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|  |  |  |  |  |
| Date |  | First Name |  | Last Name |
|  |  |  |  |  |
|  |  |  |  |  |
| Address |  | Phone Number |  | Email |
|  |  |  |  |  |
|  |  |  |  |  |
| Approximate Annual Household Income: | | |  |  |
| 🞎 Below $30,000 |  | 🞎 $30,000-40,000 |  | 🞎 $40,000-50,000 |
| 🞎 $60,000-80,000 |  | 🞎 $80,000-100,000 |  | 🞎 Above $100,000 |
|  |  |  |  |  |

Amount of tuition assistance requesting:

Reason for requesting tuition assistance:

If LTC is unable to provide tuition assistance, what is your Plan B?

Include a letter from your employer stating the organization’s inability to pay the required tuition.

*Submit your request and supporting documents no later than the LTC Class application due date to* [*ltcwa.treasurer@gmail.com*](mailto:ltcwa.treasurer@gmail.com)*. Please use the words LTC TA request in the subject line.*

***Do not complete this section of the form — For Leadership Tri-Cities Use Only***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Request Review | | | | | | |
| LTC Board Chair: | \_\_\_\_\_\_\_\_\_\_ | Treasurer: | \_\_\_\_\_\_\_\_\_\_ | Secretary: | \_\_\_\_\_\_\_\_\_\_ | |
|  |  |  |  |  |  | |
|  |  |  |  |  |  | |
| Alumni or Sponsorship Director: | | \_\_\_\_\_\_\_\_\_\_ | Board Member-at-Large: | | \_\_\_\_\_\_\_\_\_\_ | |
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| *At least three (3) of the five (5) Committee members should participate in the review.* | | | | | | |
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| Request Decision | | | | | |
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| Approved in the amount of $ \_\_\_\_\_\_\_\_\_\_ | | | | | | |
|  |  |  |  |  |  | |
| Declined \_\_\_\_\_\_\_\_\_\_ | | | | | | |
|  |  |  |  |  |  | |

Comments:

Board Chair Approval Date