

Building CHAMPIONS!



1. Athlete expresses need for financial assistance
2. Athletes family is directed to the Empowered Sports Academy website where they will print the Empowered Growth Academy (EGA) Financial Assistance Application. This application will be completed and returned to Empowered Sports Club with all supporting documentation before the deadline posted on the EGA website. [EGA Website](#)
3. EGA Financial Assistance Application is turned into the front desk at Empowered Sports Club.
4. Application is put in Allison's mailbox.
5. Allison will review the application to ensure all documents have been received.
 - a. If documents are missing, Allison will reach out to the number indicated on the application to obtain the missing information.
6. Allison will pull up the EGA financial assistance spreadsheet and input the information in the pending tab. [EGA Financial Assistance Spreadsheet](#)
7. The executive director will print the pending file and bring to the EGA committee.
8. The committee will review and approve or deny applicants based on adherence to the policy as well as taking into account funds available.
9. For those athletes who have been approved for financial assistance, Allison will complete and send the award letter via email.

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10. The applicant will sign the award letter and return either via email, or by dropping the award letter off at the Front desk at Empowered (to be put in Allison mailbox).
11. Sharon will ensure the athlete is adhering to the attendance policy & completing volunteer hours.
12. Funds will be distributed at the 1st of each month to the athletes account from the EGA account for those athletes who have met criteria set within the application process.