

# The School of Public Service Dean's Emergency Support Fund

The **SPS Dean's Emergency Support Fund** is designed to help students who are confronted with an emergency financial need that, if not met, could result in an inability to complete classes or a degree program. To be considered, students must meet the following requirements:

## Eligibility Requirements

1. Applicant must have a financial hardship resulting from an emergency, accident, or other unplanned event.
2. Applicant must be currently enrolled as a full-time student.
3. All other resources, including emergency loans through Student Financial Aid must have been considered and are insufficient, unavailable, or not available in a timely manner.
4. Applicants must complete all questions in full and submit supporting documentation.

## Award Amount

Amount varies based on need and available funds. Typically, 1-2 awards ranging from \$250 to \$500 will be awarded each term.

## To apply for this scholarship, qualified students should:

- Fill out and submit the below application.
- Meet all eligibility requirements described above.
- Include an essay that meets the requirements laid out in the Deans Emergency Fund Application.
- Include supporting documentation highlighting your need.

Funds are awarded to qualified students enrolled in a degree program within SPS. The number and profile of applicants will vary by term. A student may only receive this emergency scholarship once during their academic career as a full-time student at Boise State University. Boise State University employees and/or family members who qualify for tuition remission are not eligible to receive this scholarship.

## Types of Covered Expenses *(This is not an exhaustive list)*

- Rent, utilities and other essential household expenses
- Medications and other costs related to medical care
- Books and other essential academic expenses
- Safety needs ( i.e. changing a lock)
- Replacement of essential personal belongings due to fire, theft or natural disaster
- Travel costs related to a death or illness in the immediate family

## Types of Expenses Not Covered *(This is not an exhaustive list)*

- Tuition, Fees, Health Insurance, and study abroad costs
- Non-essential utilities (i.e. cable), household or furniture costs not related to damage or theft
- Parking Tickets
- Costs for entertainment, recreation, non-emergency travel or other non-essential expenses

# SPS Dean's Emergency Fund Application

## Application for Student Emergency Fund

Please print all information

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED

Date of Application: \_\_\_\_\_ Student ID \_\_\_\_\_

Full Name \_\_\_\_\_

Address \_\_\_\_\_

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

Are you currently receiving financial aid/scholarships?    Yes                      No

If yes, what type and how much? Attach any available documentation. \_\_\_\_\_

\_\_\_\_\_

**\*If you are currently receiving financial aid, please be aware that receiving funding from the Emergency Fund may affect your future aid package.**

Have you received monies from the Emergency Fund before?    Yes                      No

If yes, when and how much? \_\_\_\_\_

Mark the box next to any items with which you need emergency assistance:

- Personal effects (e.g. clothing, toiletries)
- Emergency Travel (Immediate Family illness or death)
- General household items (e.g. bedding, furniture, dishes)
- Textbooks and school supplies

- Food and other basic necessities
- Bills (e.g. electric, phone, medical)
- Other immediate needs (e.g. medications), please specify below

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*Please explain in detail the reasons why the emergency funds are needed and what the funds will be used for. **Priority will be given to students whose enrollment in The School of Public Service at Boise State University may be at risk because of unexpected expenses.** You may continue your explanation on a separate sheet of paper if needed. Please attach copies of all available documentation. Documentation may include copies of bills, receipts, legal notices, etc.*

*Please explain how these unexpected expenses might affect your ability to remain enrolled at Boise State University.*

*Please describe what other efforts you have made to secure funds.*

**I certify that the information I have provided is true and complete to the best of my knowledge. I will notify the Office of the Dean in The School of Public Service by letter immediately if after submission of this application there is any change in the information I have provided in this application. I understand that falsifying or withholding information in this application could result in disciplinary action.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**For the Office of the Dean Use Only:**

Amount Approved \_\_\_\_\_

Reason for disapproving \_\_\_\_\_

Department Chair \_\_\_\_\_

Amount Approved \_\_\_\_\_

Reason for disapproving \_\_\_\_\_

Associate Dean of Students \_\_\_\_\_

Amount Approved \_\_\_\_\_

Reason for disapproving \_\_\_\_\_

SPS Dean \_\_\_\_\_