

**PCI's New Generation Initiative (NGI) Youth Scholarship Program
Info, Rules & Recommendations for Program Providers**

PCI will offer each Program Provider the equivalent of **three (3)** PCI camper fee waivers **per camp session** for NGI scholarships, to be matched by the Program Provider. This includes co-sponsored sessions, for which Program Providers may decide how best to allot the 3 waivers.

See table at end of this document for 2017 NGI waiver totals.

Two (2) of the waiver equivalents are allocated for **New Youth** campers, completely new to camp; **one (1)** may be used for any **Need-Based** recipient. These waiver equivalents may be allotted as full or half scholarships and may be combined with other Program Provider scholarships. Only **three (3)** recipients per session count toward the 115 camper fee minimum.

WAIVERS, REQUIREMENTS, LIMITS

	New Youth	Need-Based
Recipient age Exceptions may be made only in compelling cases, with approval of the NGI committee.	Recipients must be between minimum adult session age and age 30, inclusive.	Recipients must be between minimum adult session age and age 30, inclusive.
Recipient must be new to camp	Yes Never attended Pinewoods (exception: Work Weekends)	No New Youth may apply for Need-based the following year if applicable
Status	Full-Time Campers (not staff, staff family, etc.).	Full-Time Campers (not staff, staff family, etc.).
Full PCI camper fee waivers (or equivalent)	2 per session	1 per session
Program Providers required to match percentage waived	Yes	Yes
Fee waivers may be divided among multiple recipients (for half-scholarships)	Yes	Yes
Maximum # recipients counted toward 115 camper minimum per session	2	1
Can be supplemented with work or other scholarships Program Providers may assign recipients work in addition to a camper job, provided the extra work: a) allows full participation in all classes and events b) enhances the camp experience c) does not involve PCI crew work (beyond a normal camper job)	Yes	Yes
Sponsor required	Yes	Yes
At-camp mentor required	Yes	No, though encouraged
Thank you letter required	Yes	Yes
Re-application limitations	New Youth once only, then may apply for Need-based	1 per recipient per 2 years, across all sessions, then may re-apply

Split Sessions (FAC Weekend & Folk Days; RSCDS Sessions I & II)

A scholarship to both portions of a split session counts as **two (2)** scholarships.

Concurrent Sessions (e.g., CDSS leaders' workshops)

Fee waivers may be used for these sessions, though there are no extra allocations.

Expiration

Program Providers need not use all fee waivers, but unused waivers expire at the end of the camp season.

RECOMMENDATIONS FOR IMPLEMENTATION

Candidate selection criteria should emphasize:

- Newness to camp (required for New Youth)
- Financial need (required for Need-based)
- Leadership initiative
- Raw talent
- Desire to participate fully
- Six Ponds Community Member

Program Providers are encouraged to allocate scholarships to historically undersubscribed sessions and to sessions of interest to youth, and to avoid having only one NGI scholarship recipient at a session.

- RSCDS and CDS-BC are encouraged to apply at least **two** (2) waivers to ESC Session.
- FAC and CDS-BC are encouraged to apply at least **two** (2) waivers to Labor Day Weekend.

Thank-you Letter:

Program Providers must recognize PCI's support and participation in the program. This is expected in the form of a letter of thanks or a short essay by the recipient, for publication on the NGI page:

<http://www.pinewoods.org/camp-sessions/ngi-scholarship-info/ngi-recipient-letters/>. Program Providers are also welcome to publicize the letters and are encouraged to promote the NGI scholarship program in their own literature.

Recipient thank-you letters or essays should be submitted to ngi@pinewoods.org within **ONE MONTH** after the session. Sponsors should help recipients meet this deadline.

SPONSORSHIP & MENTORSHIP

Sponsor & Mentor Roles

Role	Sponsor	Mentor
Actively seek out and recommend candidates	x	
Communicate with and update Program Provider & PCI	x	
Assist recipient with registration & preparation	x	
Answer recipient's questions about camp, e.g.: Packing appropriate clothing, shoes, bedding, etc. Understanding the fragility of the environment Respecting crew areas and privacy Contributing to all-camp parties The emotional ups and downs of a session at camp, etc.	x	x
Ensure recipient understands rules and regulations, e.g*.: Arrival and departure time Waterfront regulations Prohibition of guests No Illegal drug use or underage drinking	x	x

Welcome recipient to camp & orient recipient to the physical location of camp buildings		x
Introduce recipient to other campers		x
Encourage/monitor full participation in the program		x
Ensure recipient writes and send a thank you letter or essay within one month of attending camp	x	

**NB: Flagrant violations can be cause for rescinding a scholarship.*

Sponsors can also serve as Mentors if attending a session with "their" recipients.

Mentor Guidelines

At-camp Mentors are required for all scholarship recipients, except those accompanied by a parent who is already familiar with camp. Even recipients familiar with camp should have a Mentor to help monitor full participation, observance of rules, etc.

Mentors:

Must be familiar with camp

Can be younger than recipients, but must be at least 21

Can be program staff but cannot be crew members

For minors attending without a parent, a Guardian familiar with camp may serve as Mentor. Guardians must be at least 25, and cannot be Pinewoods crew members.

Sponsors, Mentors, and Session Chairs should communicate with one another throughout the NGI process. Program Provider designees and PCI reps should be consulted as necessary. A detailed Sponsor Guide is available on the NGI web page.

COMMUNICATION

Program Providers must copy all recipient communication, clearly labeled as to ID and function, to the NGI committee (ngi@pinewoods.org). Sponsors should also be notified and updated as necessary.

Acceptance

Each recipient should be issued an NGI letter of acceptance from a Program Provider designee (e.g., program director, scholarship chair), in hardcopy or electronic form, cc'd appropriately, with basic details of NGI scholarship program and expectations. This must include clear instructions, expectations and deadlines. Templates are available on the password-protected NGI page (request password at ngi@pinewoods.org).

The recipient, and Parent/Guardian if under 18, should sign & return one copy of the acceptance letter to the Program Provider designee. The Sponsor should help ensure that the letter is returned in a timely fashion.

For recipients under 18, Parent Authorization and Guardianship forms (available upon registration) must be completed and mailed or brought to camp.

Tracking

Each Program Provider is expected to track and archive recipient information and make it available to PCI on request, enabling the NGI committee to assess the effectiveness of the program and to contact recipients when necessary. Program Providers will be sent a form to track data each summer, which can also be found in the private NGI folder on the Pinewoods website.

Liaisons

Each Program Provider's designated PCI Representative will serve as liaison and monitor of the program. Sponsors, Program Provider designees and Session chairs should contact that PCI rep with questions, reports or concerns.

NGI committee names, including each Program Provider's PCI reps, are listed at:

<http://www.pinewoods.org/about/committees/>

A list of recipients to date is available on the password protected NGI site (request password at ngi@pinewoods.org).

2017 waivers are offered to each Program Provider as follows:

CDS-BC	4 New Youth	2 Need-based
CDSS	12 New Youth	6 Need-based
FAC	4 New Youth	2 Need-based
FMSNY	2 New Youth	1 Need-based
RSCDS	4 New Youth	2 Need-based
Plus:		
ESC (CDSBC & RSCDS)	2 New Youth	1 Need-based
LD (CDSBC & FAC)	2 New Youth	1 Need-based

Compiled as of March, 2017

by

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