



CONTEMPORARY HANDWEAVERS OF TEXAS

SUBJECT: SCHOLARSHIP PROGRAM

Effective Date: March 1, 2015; March 10, 2020

Approved by: Contemporary Handweavers of Texas
Board of Directors

Approval Date: February 26, 2015; March 10, 2020

PURPOSE

The CHT Scholarship program has been established to support individuals in their pursuit of fiber arts in the state of Texas.

WHO IS ELIGIBLE TO APPLY FOR A SCHOLARSHIP:

- Current members of CHT
- Nonmembers of CHT at time of application. Must become a member to receive a scholarship.
- Students enrolled in fiber or art related programs.
- Current weavers and other fiber art practitioners.
 - Fiber arts includes: Basket making, Crocheting, Dyeing, Felting, Garment making using handmade fabrics, Knitting, Kumihimo, Lacemaking, Spinning, Tapestry, and Weaving.
- Teachers of art and fiber related programs.
- Historians focusing on the craft of weaving for research and teaching.
- Members of the Conference Host Guild are not eligible to apply for scholarships for the CHT Conference hosted by their guild
- CHT member is eligible to apply for a scholarship 5 calendar years from date of previously awarded scholarship.
- Any Texas guild/ fiber group with at least one member of CHT.

FOCUS OF SCHOLARSHIPS:

- Learning new skills
- Improving existing skills
- Developing a program to teach fiber related classes.
- Funding a workshop attended by multiple people.

SCHOLARSHIP RECIPIENT REQUIREMENTS

Recipient will be required to do at least one of the following in return for their scholarship.

- Write a newsletter article for the CHT Newsletter
- Present a program/workshop at their local Guild/Fiber Group
- Present a program/workshop at the next CHT Conference
- Present an evening program at the next CHT Art Camp
- Use their new skills to create something for a CHT Conference raffle basket

APPLICATION PROCESS

- 1) Applications must be received or postmarked no later than six (6) weeks prior to the requested event. Applications that are not received on time will not be considered.
- 2) Applicants must submit the following documents:
 - a. A completed CHT Scholarship Request Form.
 - b. An essay of at least 100 words and no more than 250 words describing how the requested course or activity content is related to fiber arts and how it will impact the applicant.
 - c. Questions may be sent to: Rhea481@cs.com
- 3) Application materials may be submitted online or by mail:
 - 1) Online – find the online application [HERE](#)
 - 2) By mail to:

Application Form (pdf) may printed from the [CHT Fiber Arts Scholarship Page](#)

Send to:

CHT Scholarship Committee
c/o Jenny Barker
481 Georg Oaks
Bulverde, Texas 78163

email: Rhea481@cs.com
cell phone: (210) 862-0104
home phone: (830) 980-9453

- 4) The application materials will be reviewed by the members of the CHT Scholarship Committee. If additional documentation is required, a member of the committee will contact the applicant to obtain this information. The committee's recommendation for awarding of the scholarship and the amount of the scholarship will be presented to the board for final approval. Upon completion of the review and approval process the recipient will be notified of final status of their request.
- 5) Please note that submission of an application for a scholarship is not a guarantee that one will be awarded.

REIMBURSABLE EXPENSES – Individual Applicants

Note: Reimbursement is limited to amount of scholarship awarded and therefore may not cover all expenses.

Eligible expenses:

- Registration for eligible courses.
- Course materials and fees paid to instructor at time of class/workshop. Note: Travel, food, lodging, and Guild/Fiber Group or CHT Membership are not considered to be reimbursable expenditures.

Expense reimbursement must be submitted to CHT Scholarship Committee for review, approval, and processing by CHT Treasurer for payment.

- Proof of completion with a signature verifying completion of activity within 30 days of completion.
- Expense verification – Original copies of invoices are required.

REIMBURSABLE EXPENSES - Workshops attended by multiple people

This includes, but is not limited to, workshops hosted by a Texas Guild/Fiber Group with at least one member of CHT.

Eligible expenses – For Event with 4-8 Attendees: Maximum Scholarship \$650

- Instructor fee and travel (excluding lodging and food) actual up to \$500. (Note: Cannot be a member of host organization)
- Facility Rental actual up to \$50/day not to exceed two days
- Meeting Supplies actual up to \$50.
- Each attendee must be charged a workshop fee not less than \$50.

Eligible expenses – For Event with 9-19 Attendees: Maximum Scholarship \$450:

- Instructor fee and travel (excluding lodging and food) actual up to \$300. (Note: Cannot be a member of host organization)
- Facility Rental actual up to \$50/day not to exceed two days
- Meeting Supplies actual up to \$50.
- Each attendee must be charged a workshop fee not less than \$50.

Eligible expenses – For Event with 20 or more Attendees: Maximum Scholarship \$250

- Instructor fee and travel (excluding lodging and food) actual up to \$100. (Note: Cannot be a member of host organization)
- Facility Rental actual up to \$50/day not to exceed two days
- Meeting Supplies actual up to \$50.
- Each attendee must be charged a workshop fee not less than \$50.

Expense reimbursement must be submitted to CHT Scholarship Committee for review, approval, and processing by CHT Treasurer for payment.

- Final budget for event within 30 days of end of workshop
- Expense verification – Original copies of invoices are required.

Note: Reimbursement is limited to amount of scholarship awarded and therefore may not cover all expenses.

Contemporary Handweavers of Texas Scholarship Program APPLICATION FORM - INDIVIDUAL



Personal Data (Please complete in dark ink)

Name:	
Address:	
City:	
State:	
Zip:	
Email:	
Home Phone #:	
Cell Phone #:	

Scholarship Request

Have you previously received a CHT Scholarship? (Circle One): Yes No

If yes, has it been at least 5 calendar years since the completion of the activity? (Circle One): Yes No

How will the scholarship funds be used?

Name of activity: _____

Sponsor of activity: _____

City: _____ State: _____

Date(s): _____

Total Contact Hours: _____

Eligibility:

CHT member (Circle One): Yes No

Guild/Fiber Group Member (Circle One): Yes No

Guild/Fiber Group Name: _____

INDIVIDUAL Application Page 1

Financial Request:

Registration cost: _____

Course materials and fees: _____

Essay Requirement:

Please **attach an essay** of no less than 100 words and no more than 250 words describing how the course or activity content is related to fiber arts and how it will impact you.

Pay It Forward Activity

Please indicate which of the following you will do upon completion of the scholarship event. The time frame for completion of the activity is one year from event end date.

- Write a newsletter article for the CHT Newsletter (Circle One): Yes No
- Present a program/workshop at their your local guild (Circle One): Yes No
- Present a program/workshop at the next CHT Conference (Circle One): Yes No
- Present an evening program at the next CHT Art Camp (Circle One): Yes No
- Use the new skills to create something for a CHT Conference raffle basket (Circle One): Yes No

Applicant Statement:

By submitting this application and attachments, I certify that the information provided is complete and accurate to the best of my knowledge. I understand that falsification may result in the revoking or refund of any scholarship granted. I also give my name in any public announcement associated with the attainment of a Contemporary Handweavers of Texas Scholarship.

APPLICANT'S SIGNATURE: _____

DATE: _____

Mail page 1 and 2 of the application forms along with your essay to:
 CHT Scholarship Committee
 c/o Jenny Barker
 481 Georg Oaks
 Bulverde, Texas 78163
 email: Rhea481@cs.com
 cell phone: (201) 862-0104
 home phone (830) 980-9453

Contemporary Handweavers of Texas Scholarship Program APPLICATION FORM – Workshop with Multiple Attendees



Name of individual/group holding educational workshop:

Contact Person (**Must be a member of CHT**):

Email:

Phone:

Physical Address:

Date of Workshop:

Name of Workshop:

Location of Workshop:

Workshop Instructor:

(Note: Instructor cannot be a member of the host organization)

Instructor Fee:

Travel Expenses:

(Does not include food and lodging.)

Facility Rental Fee:

Meeting Supplies:

Brief Description of Workshop (100 words or less – may attach a separate page)

Pay It Forward Activity:

Description of Activity::

Names of Individuals expected to participate in activity:

Expense reimbursement must be presented to CHT Scholarship Committee for review, approval, and processing by CHT Treasurer for payment within 30 days of end of workshop Reimbursement request must be supported by final budget showing actual income and expenses for event and expenses verification and original invoices or receipts.

MULTIPLE ATTENDEE Application Page 1