

CY-FAIR FFA BOOSTER CLUB BYLAWS

AMENDED: 09/11/2023

ARTICLE I – NAME

The name of this organization shall be “CY-FAIR FFA BOOSTER CLUB.”

ARTICLE II – OBJECTIVE

Sec. 1. This organization is organized exclusively for charitable, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the paragraph above. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these bylaws, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal Income tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

Sec. 2. This organization is organized to support the activities of the Cy-Fair High School Future Farmers of America (FFA) Chapter members, the Cy-Fair High School FFA Program and Cy-Fair High School Agricultural Department. The organization will be self-governing, self-supporting, non-commercial, non-sectarian, nonprofit and nonpartisan. Upon the dissolution of the organization, the Executive Committee shall, after paying or making provision for the payment of all of the liabilities of the organization, dispose of all of the assets of the organization exclusively for the purposes of the organization in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the organization’s general membership shall determine by a 2/3 majority vote. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, which are organized and operating exclusively for such purposes.

Sec. 3. The organization will observe the following: Cypress Fairbanks Independent School District Booster Club Guidelines, University Interscholastic League Booster Club Guidelines, and all local, state and federal laws which apply to nonprofit organizations.

Sec. 4. The fiscal year of the organization will be July 1st to June 30th.

ARTICLE III - MEMBERSHIP

Sec. 1. Membership becomes automatic upon payment of dues. Any individual is eligible for membership in this organization. However, to have voting rights in the organization, the individual must be a parent or guardian of a Cy-Fair High School student who is a member in good standing of the Cy-Fair High School FFA Chapter.

All members will uphold the policies and rules of the organization and agree to its bylaws.

Sec. 2. A maximum of one membership shall be granted to each family unit.

Sec. 3. An eligible person will become a member of the organization by paying the prescribed membership dues per family per school year. Upon payment of such dues, a member shall be considered in good standing and be entitled to any and all rights and privileges of membership, including attendance of all general membership meetings (scheduled and special) and participation in all organization activities, committees and functions.

Sec. 4. An annual membership drive shall be conducted as early in the school year as possible, with additional members accepted at any time.

Sec. 5. Annual dues shall be assessed in such amounts as determined by the Cy-Fair FFA Booster Club Executive Board. Failure to pay membership dues will result in a membership falling from good standing and loss of rights and privileges of membership.

Sec. 6. The Executive Board will have the right to terminate a membership for cause, including but limited to, non-payment of dues or any other cause appropriate for termination of a membership. Termination of a membership requires a majority vote of the Executive Board.

ARTICLE IV – OFFICERS AND THEIR ELECTION

Sec. 1. Any member in good standing is eligible to serve on the Executive Board. The Executive Board will be the governing body of the organization and will manage, control and direct affairs and property of the organization. No Officer of the Executive Board will receive compensation for any service he or she may render to the organization. Executive Board Officers may be reimbursed for actual expenses incurred in the performance of their duties.

Sec. 2. The Executive Board comprised of elected officers shall govern this organization. The Executive Board of the Booster Club shall consist of the following: President, Vice President, Treasurer, Secretary, Finance Secretary, Reporter, Membership/Merchandising and CFISD LSA Representative. The FFA teachers shall act as advisors, if needed.

Sec. 3. No person shall serve in the same office more than one consecutive year unless it is decided and voted upon to determine that it is the best interest of the Booster Club. Officers may serve more than one (1) consecutive term if voted upon by the Booster Club membership. The term of office for those officers who handle money or have signing authority is limited to two (2) years. Term of the office herein is defined as the period of June 1st of current year until May 31st of the following year at installation of Booster Club officers.

Sec. 4. Cypress Fairbanks I.S.D. employees and spouses are prohibited from serving as Treasurer of this organization. A District employee may serve a parent organization as a general member or as a member of its Executive Board, except for the position of Treasurer. A District employee or a direct family member of a Cy-Fair High School employee shall not serve in a capacity over the organization's financial affairs, including as an authorized signer on the Booster Club's bank account.

Sec. 5. Officers shall be elected by ballot vote. The President shall appoint a nominating committee comprised of the Executive Board and two (2) representatives from the general membership. Nominations from the floor will be taken at the March Booster Club General Membership Meeting. The nominating committee shall verify the proposed slate of officers have been in good standing as active members and have been present at the majority of the General Booster Club Membership Meetings since the beginning of the school year (August through March). Each prospective nominee shall be contacted by the nominating committee prior to the April General Booster Club meeting to obtain consent to seek election for office. The person being nominated must be present to accept nomination..

Sec.6. In the event of a tie vote of the general membership, the following tie breakers will be utilized:

6.1. In the event, there are more than two candidates on a ballot receiving votes for a single position, and there are two candidates with an equal number of votes, the organization will vote again in a runoff ballot election. The ballot will only consist of the two candidates with the equal number of votes; all other candidate will be removed from the ballot. The general membership will vote again for either of the two candidates for that single position.

6.2. In the event, there are only two candidates for a single position on an election ballot or a runoff election ballot, the President of the organization will complete a ballot for that position(s). The President's ballot will not be included in the initial count for that position(s) and will only be used if each candidate receives an equal number of votes. If both candidates receive an equal number of votes, then the President's ballot will be used and that vote will break the tie.

Sec.7. The officers shall be elected annually at the April General Booster Club meeting and assume duty on June 1st. Officers shall be elected by a ballot vote of the simple majority of the organization membership in good standing. No two (2) Officers on the Executive Board may be from the same family unit.

Sec. 8. A vacancy occurring in an office, except that of the President, shall be filled by at the next regularly scheduled meeting by obtaining nominations from the floor and conducting a vote. The proposed officers shall be active members in good standing who have attended the majority of General Booster Club Meetings during the current school year. A majority vote of the General organization members present who are active and in good standing shall constitute an election.

Sec.9. Any officer may be removed from office with due cause, with prior notice, by a majority vote of the Executive Board.

Sec.10. All officers are volunteers, and none are paid any compensation for services performed. As such, no officer shall incur any personal liability as a result of serving on this board.

ARTICLE V – DUTIES OF OFFICERS

PRESIDENT – *The President shall preside at all meetings and fundraisers of the organization and perform all the duties pertaining to the office. The President shall be the liaison between the FFA teachers and the Booster Club membership. With the approval of the Executive Board, He/She shall appoint all Standing and Special Committees, and He/She shall be an ex-officio member of all committees with the exclusion of the nominating committee. The President shall have vote voice only in the event of a tie.*

VICE PRESIDENT – *The Vice President shall, in the absence of the President or in the event of his or her inability or refusal to act, shall perform the duties of the President and when so acting shall have all the powers of and be subject to all the restrictions upon the President. He/She will oversee the craft show chairperson and scholarship committee. He/She shall*

be actively involved in all fundraising activities of the organization.

SECRETARY – *The Secretary shall keep an accurate record of all meetings of the Booster Club and of the Executive Board meetings. He/She shall furnish copies of all Booster Club minutes to the Executive Board and membership within 48 hours following the meeting(s). The Secretary will also furnish a copy of these meeting minutes and the monthly financial report to the school to be kept in a binder in the front office within one (1) week of the meeting. He/She will be responsible for sign-in sheets and providing name tags for all active Booster Club members for all general membership meetings. The Secretary will coordinate the general correspondence relating to the Booster Club, publish all notices of meeting or other matters, as required by the provisions of these Bylaws, and perform such other duties as deemed necessary by the Officers. He/She shall be in charge of member status for all voting issues. He/She shall send out an email to all members reminding them of upcoming meetings one week out, the day before and the day of. He/She shall keep information updated on the Booster Club's social media accounts.*

TREASURER – *The Treasurer shall have charge and custody of and be responsible for all funds collected by the Cy Fair FFA Booster Club. Cypress Fairbanks ISD District employees cannot be Treasurer. As the Treasurer will be financial officer of the organization, it is best practice that He/She be a licensed CPA or have a four year undergraduate degree in accounting or finance with experience. He/She will prepare the budget and provide financial reports as requested and keep an accurate record of receipts and expenditures of the organization. He/She shall present a financial report at each Executive Board Meeting and give report results at each General Booster Club Meeting. The Treasurer's books shall be open for inspection by the Executive Board at all times. At the first meeting of each year, He/She will present the detailed financial reports of the organization for the previous year that has been prepared by the Booster Club's CPA, as well as a list of all Booster Club property. He/She will make disbursements as necessary by approval of the Executive Board and in compliance with the rules of the 501 (c)(3) and the guidelines below:*

5.1. Expenditures in excess of budgeted amounts will not be expended without Executive Board approval.

5.2. Receipts and "Request for Funds" forms must be presented to the Treasurer for reimbursement. No cash advances are allowed. Bartering, including trading services or other property for reduction or elimination of a member's dues, fees or obligations, is strictly prohibited.

5.3. The Treasurer and a designated member of the Executive Board shall be in charge of tabulating money at the end of each fundraiser. In the event the Craftshow Chairperson(s) is an Executive Board member, they will not be allowed to assist in the tabulation or handling any of the money. Two Executive Board Members are required to be present during the tabulation of any monies. Duplicate receipts will be issued by the Treasurer with the Treasurer retaining the original and a copy provided to the payee.

5.4. The following signatures are to be maintained on the file at the financial institution at which the checking account is located:

- a. President of the Booster Club; and*
- b. Treasurer(s) of the Booster Club.*
- c. Secretary of the Booster Club.*
- d. In the event that the positions of President and/or Secretary are to be held by either a CFISD employee or a direct family member of an employee of Cy-Fair High School, one or more officers of the Booster Club will be approved as authorized signer.*

All checks are required to have these two (2) signatures, with the Treasurer being one of the signatures.

5.5. The Treasurer will be required to keep current and accurate ledgers indicating all accounts payable. At the end of his/her term, the Booster Club shall have the Booster Club's CPA conduct an annual review of the organization's revenues/expenditures for the prior year. A copy of the report for the prior year will be submitted to the Cy-Fair High

School Agriculture Sciences Department, the Principal, and the Director of General Administration by September 15th of each year.

5.6. A financial report of Booster Club funds shall be presented monthly in writing and verbally at each Executive Board and General Membership Meetings.

5.7. No item or activity may be purchased, leased, or acquired by the Association without being funded in advance of the purchase, lease or acquisition.

5.8. All funds received by the organization, including, but not limited to, membership dues, fundraising, and donations, shall be deposited into the Boosters Club's checking account.

5.9. The Treasurer will allocate all monies collected, with the exceptions noted below, by the organization into the following accounts based on the percentages provided below:

General Fund	20%
Scholarship Fund	20%
Fundraising Activities Fund *	30%
Animal Projects	10%
CDE/LDE/SDE	10%
Agriculture Mechanics Project & Horticulture	10%

Exceptions to this allocation are the monies collected from Craftshow Vendors in the current fiscal year for the Craftshow fundraiser that will be conducted in the subsequent fiscal year. These will be reserved

5.10. * \$15,000 will be reserved from the current fiscal year Fundraising Activities Fund as a contingency for the Craftshow conducted in the subsequent fiscal year.

5.11. The Finance Secretary or Executive Board member, other than the Treasurer, will receive all bank statements and review same prior to distribution to the Treasurer.

FINANCE SECRETARY – The Finance Secretary will be responsible for the receipt and disbursement of all funds of the Booster Club. Duties shall include collecting of dues from membership and merchandise, fundraiser monies and any other such monies. He/She shall issue duplicate receipt for all monies received with one copy to remain on file with the Booster Club and the other provided to the payee. The Finance Secretary will prepare the deposits of monies received for Treasurer to make into the Booster Club's bank account. He/She will receive Request for Reimbursement forms with receipts attached and all invoices to prepare disbursement checks. He/She will be responsible for opening and reviewing monthly bank statements prior to providing the statements to the Treasurer for reconciliation and preparation for the monthly financial reports.

REPORTER – The Reporter shall take full charge of reporting on all FFA related functions of the Cy-Fair FFA Booster Club and Cy-Fair FFA Student Chapter. He/She is responsible for taking pictures at all FFA functions, including senior pictures at the end of the year. The Reporter will coordinate the submittal of pictures and information to Bobcat Express and the Cy-Fair High School FFA website. He/She shall also be responsible for coordinating any radio and newspaper for Cy-Fair FFA Booster Club fundraising events such as the annual Craft Show (i.e. getting craft show signs made to put in neighborhoods).

MEMBERSHIP/MERCHANDISING – The Membership/Merchandising officer shall take full charge for reaching out to potential members to raise awareness of the value of their membership and marketing Booster Club merchandise. He/She will be responsible for maintaining the membership role and providing the current active member roster to the

President and Secretary prior to the Booster Club meeting. He/She will be responsible for maintaining an inventory list of Booster Club merchandise. The Membership/Merchandising Officer will attend Bobcat Express to kick off Booster Club membership and merchandise sales. He/She will coordinate with the Ag Teachers to provide membership forms to their students and parents at the beginning of the school year and at open house. He/She will be responsible for planning membership drive events (i.e. Ice Cream Social).

CFISD LIVESTOCK SHOW ASSOCIATION (LSA) REPRESENTATIVE - *The LSA Representative. shall be responsible for attending all CFISD LSA meetings. He/She shall serve as the liaison between the Booster Club and the LSA and oversee financial transactions for the CFISD Annual Livestock Show. He/She will obtain buyer's gifts and fill committee spots for the school show. He/She will market the school show to the public by the following: sending of "Save the Date" magnets, invitations, newsletters and Holiday card to past and potential buyers. He/She shall obtain volunteers for the Cy-Fair Booster Club table at the FFA LSA table during the show.*

ARTICLE VI – MEETINGS

Sec.1. A regular meeting of the Booster Club shall be held on the second Tuesday night of each school month unless otherwise communicated by the Executive Board with a ten-day notice. Meeting schedules will coincide with the student's chapter meeting to maximize use of the school meeting areas and minimize advisors after school hours. The Executive Board shall meet prior to each general membership meeting.

Sec.2. A majority of the Executive Board will constitute a quorum for the transaction of business at any meeting of the Board, but if less than a quorum is present at said meeting, a majority of officers present may adjourn the meeting from time to time without further notice. The act of a majority of the Officers present at a meeting at which a quorum is present shall be the act of the Executive Board.

*Sec.3. Sec.. The suggested Order of Business for the general membership meeting shall be as follows: Call to Order
Reading of Minutes
Treasurer's Report
Livestock Association Representative Report
Committee Reports
Old Business
New Business
Comments from FFA Teachers
Comments/Questions from the Floor
Adjournment*

ARTICLE VII – EXECUTIVE COMMITTEE

The Executive Committee shall consist of the officers of the Club. Its duties shall be to transact necessary business between Booster Club meetings and such other business as may be referred to it by the Booster Club; to approve the plans of work of the standing committee chairpersons; and to present reports at the General Booster Club Meetings. Special meetings of the Executive Board may be called by the President or by a majority of the committee's members.

ARTICLE VIII – COMMITTEES

The Executive Board shall create Committees as may be required to promote the objectives and purposes of the organization. Committees shall not have the authority to commit the organization to any activity without prior review and approval of the Executive Board. The chairpersons of the standing committees shall be appointed or selected by the newly elected Executive Board, unless otherwise designated in these Bylaws. Their term of office shall be for one year. Committee members shall be comprised of all members whose membership is in good standing.

Standing Committees

Fundraising Committee – *This committee shall be responsible for managing all fundraising activities to the benefit of the Booster Club.*

Scholarship Committee - *This committee shall be responsible for managing the Booster Club Scholarship program. These activities include (but are not limited to): Review scholarship application(s); Recommend scholarship recipients to the Board; Work with the Executive Board on ways to grow scholarship funds.*

Nomination Committee – *This committee shall be responsible for assembling the ballot of nominees for the purpose of electing officers to the Executive Board and conducting the vote of officers annually.*

ARTICLE IX – NONDISCLOSURE

No contact information will be distributed to any outside source. This includes the craftshow vendor list, silent auction list, buyer list or any member list.

ARTICLE X – PARLIAMENTARY AUTHORITY

All meetings shall be governed by Robert's Rules of Order in cases where they are applicable and are not inconsistent with these By-Laws.

The Booster Club has no authority to direct any member of the Cy-Fair High School Agricultural Sciences Department or any employee of Cy-Fair High School, in any of his/her duties. The schedule of FFA Chapter, rules of participation, method of earning letters, awards, offices and all other criteria dealing with interschool programs are under the jurisdiction of the Cy-Fair High School Agricultural Sciences Department and the school administration.

ARTICLE XI – AMENDMENTS

These bylaws may be altered, amended and new Bylaws may be adopted at any General Booster Club Membership meeting of the organization by two-thirds vote of the members present and voting, provided notice of proposed amendment is given at least two weeks prior to the next General Membership meeting. Proposed changes to the By-Laws shall be submitted in writing to the Executive Board. The Executive Board shall discuss all proposed changes and may make modification recommendations to the submitter. The proposal (plus any accepted modifications recommended by the Board) shall be published to the general membership no later than two weeks prior to the Booster Club's next General Membership meeting. This may include an open discussion of the proposal at the general membership meeting. All proposed changes shall be voted upon by the general membership at the general membership meeting. Approved changes shall take effect immediately following the close of the general membership meeting.

ARTICLE XII – STANDING RULES

All Booster Club projects must support the philosophy of the school administration.

ARTICLE XIII – VOTING

Membership in the Cy-Fair FFA Booster club is by family with one vote per family.

ARTICLE XIV – FUNDRAISING

Sec. 1. All fundraising campaigns must be approved by the Cy-Fair High School Agricultural Sciences Department and the Cy-Fair High School Principal.

Sec. 2. If the organization chooses to conduct fundraising activities, all funds raised shall be used to assist in supporting FFA Chapter students and activities not being provided by the high school or school district. Funds are also used to provide scholarships, LSA Buyer gifts and other expenses related to the LSA show as well as normal operating business expenses of the booster club. Social events will be incidental to the purpose of fundraising activities, and FFA Chapter members may be required to pay for participation in connection with same. Committee chairpersons, board members, and Cy-Fair Agricultural Sciences Department shall decide on the amount due from FFA Chapter members in connection with a social event.

ARTICLE XV – RETURN CHECK POLICY

Sec. 1. If more than one insufficient funds check is presented to the Booster Club by the same party, no further checks will be accepted, only cash, cashier's check or money order.

Sec. 2. The party issuing an insufficient funds check must reimburse the Booster Club for the amount of the check plus any applicable fees within thirty (30) days of notification of insufficient funds.

ARTICLE XVI – SCHOLARSHIP PLAN

Scholarships may be awarded to deserving Cy-Fair High School FFA members in their senior year as the funds are available. The scholarship recipient(s) will be selected by the FFA Booster Club Scholarship Committee. Scholarship amounts shall be recommended by the Executive Board when creating the annual budget and may be increased at the discretion of the General Membership. See Addendum A for Scholarship Plan Rules and Regulations.

ARTICLE XVII – DISSOLUTION OF THE ASSOCIATION

Upon dissolution of the association, assets shall be distributed for one or more exempt purposes within the meaning of the section 501 (C) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to state or local government for a public purpose. Any such assets not disposed of shall be disposed of by a Court of Competent jurisdiction of the county in which the principal office of the association is then located, exclusively for such purposes of such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

The Principal of Cy-Fair High School has the authority to disallow the continued association of any school program with a parent or community organization that has been judged by the principal to be disruptive to the educational activities or goals of the program or group.

The submitted Bylaws are true, correct and complete copies as approved by the members and/or Board of Directors of the Cy-Fair FFA Booster Club and are hereby amended this _____ day of _____ 20_____.

Signed: _____ **Date:** _____

Title: _____

Signed: _____ **Date:** _____

Title: _____

BYLAWS OF THE CY-FAIR FFA BOOSTER CLUB

I have received a copy of the Cy-Fair FFA Booster Club Constitution and Bylaws and agree that all privileges shall be contingent upon payment of my membership dues.

Signature: _____

Date: _____

ADDENDUM

CY-FAIR FFA BOOSTER CLUB SCHOLARSHIP PLAN RULES AND REGULATIONS

PURPOSE

The Cy-Fair FFA Booster Club Scholarship Plan is intended to provide college, university or accredited trade school scholarships for Cy-Fair High school Seniors in order to provide them with financial assistance in meeting the expenses of a college education.

The Scholarship Plan is administered by the Cy-Fair FFA Booster Club Scholarship Committee in accordance with the Rules and Regulations noted in the Cy-Fair FFA Booster Club By-Laws in Section 16

ELIGIBILITY REQUIREMENTS

Students must be qualified for admission to an accredited junior college, college, university or trade school at the end of the current school year during which the awards are made.

The primary purpose of these awards is to assist eligible high school senior students to continue their education in an accredited institution of higher learning and to complete requirements for an Associate or Bachelor's degree or trade school certification.

APPLICATIONS

The Scholarship Committee Chairperson shall forward the application and instructions via email to all Senior students and parents. Applications for scholarships may be submitted by any student who meets the eligibility requirements. Applications must be typed and submitted on forms provided by the Cy-Fair FFA Booster Club Scholarship Committee. Forms must be submitted to the Cy-Fair FFA Agriculture Sciences Advisor on or before the date announced annually as the last date upon which applications will be received. The Advisor shall forward all applications to the Cy-Fair FFA Booster Club Scholarship Committee Chairperson. The selection committee will not consider applications submitted after the date specified, nor will it consider applications which do not include all material requested by the committee in connection therewith.

SCHOLARSHIP AWARDS

A minimum of 5 scholarship will be awarded. The scholarship amounts will be recommended by the Executive Board and, therein will be voted upon by the General Membership of the Cy-Fair FFA Booster Club.

All personal identifying information will be noted on cover letters, which will be removed from the application by the non-voting Scholarship Committee Chairperson before forwarding them to the Cy-Fair FFA Booster Club Scholarship Committee so as to minimize any bias in the selection process. The Scholarship Committee Chairperson will assign each applicant a letter identification (i.e. A-Z) for use by the scholarship committee when evaluating the candidates.

Selection of the candidates will be made by the FFA Agriculture Sciences Advisor from another Cy-Fair ISD FFA Chapter. Cy-Fair High School parents or Booster Club members are strictly prohibited from serving on the committee. Furthermore, committee members may have no immediate family connection to the candidates. Appointment to the Committee will be for a one-year term, and any members may serve for an unlimited number of consecutive terms.

Scholarships will be awarded to the eligible applicant(s) who are most worthy of an award based upon their FFA participation, experiences and awards, commitment to community service and/or school activities. The Cy-Fair FFA

Booster Club Scholarship Scorecard shall be utilized for scoring. Candidates receiving the highest overall scores will be selected for the scholarship award. Candidates Announcement of scholarships awarded will be made by the Scholarship Committee to all applicants at the annual FFA Banquet held in May of each year. Scholarship winners will be required to accept such awards for use during the next succeeding school year.

Each scholarship will entitle the recipient the sum decided on yearly by the Cy-Fair FFA Booster Club and voted on by the General Membership of the Cy-Fair FFA Booster Club, which will be paid during the first year of enrollment in an accredited institution of higher learning.

REVOCATION AND FORFEITURE OF SCHOLARSHIPS

Scholarship recipients must be classified by their junior college, college, university, or trade school as a full time student.

Scholarship recipients who fail to provide proof of registration by September 30th of the award year must forfeit the scholarship.

Under the rules of the Plan, scholarship recipients who receive appointments to military academies must forfeit the scholarship. Scholarship holders should notify the Committee in writing immediately upon accepting military academy appointments.

PAYMENT OF FUNDS

Recipients must provide a copy of the school's registration to the Booster Club Treasurer no later than September 30th of the award year. Scholarship awards will be forfeited if proof of registration is not received by the deadline. The time and manner of payment of funds to the recipient will be determined by the Cy-Fair FFA Executive Board and voted on by the General Membership of the Cy-Fair FFA Booster Club. Scholarship checks will be made payable to the recipient and their respective junior college, college, university, or trade school.

LIABILITIES AND RIGHTS

Neither the Cy-Fair FFA Booster Club nor the Scholarship Committee will be liable for the debts or conduct of the scholarship recipient. Recipients will have no right to anticipate, assign or transfer rights acquired by reason of awards or scholarships or extensions thereof.

MISCELLANEOUS

- A. Scholarship recipients are responsible for determining their own tax liability.
- B. Marriage of scholarship recipients does not affect eligibility to receive scholarship awards.
- C. Enrollment in an accredited junior college is acceptable; however, the scholarship recipient must be working towards the requirements for an Associate or Bachelor's Degree or accredited trade school certificate.
- D. The Committee, with prior approval of the Booster Club Executive Board, reserves the right to make exceptions, modifications, and amendments to the provisions hereof as it deems appropriate.
- E. Address all correspondence to:
Cy-Fair FFA Booster Club
Scholarship Committee
PO Box 1662
Cypress, TX 77429-1662

**2022-2023
Cy-Fair FFA
Booster Club
Scholarship Application**

Evaluation of Applicants by Weighted Score

Applicants Name: _____

	Total Possible Points	Points Received
1. At least 4 Semesters of Cy-Fair FFA Participation (2.5 points per semester; 5 points per yr. maximum)	20	_____
2. Supervised Agricultural Experience for CFISD Livestock Show (5 points per year; Not based on Number of Projects)	20	_____
3. FFA Recognitions while a member of Cy-Fair FFA (1 point per recognition; Maximum 15 points)	15	_____
4. SDE/LDE/CDE Participation (3 points per year; Maximum 12 points)	12	_____
5. FFA Activities while a member of Cy-Fair FFA (1 point per activity; maximum of 10 points)	10	_____
6. Participation in Cy-Fair FFA Craft Show (1 point per year – Minimum 4 hours/ yr.) *Students automatically get 2pts for COVID cancellation years	4	_____
7. Essay “How have you benefited from your experience in Cy-Fair FFA?”(No less than ¾ page or more than 1 page typed, 12pt. font, single spaced)	19	_____
Total Possible Score	100	_____

Scholarship Chair to obtain the following additional verification information: Student Volunteer hours from Craft Show Chair and Ag. Teacher Verification Signature.

Cy-Fair FFA Booster Club Scholarship Application

The Cy-Fair FFA Booster Club awards at least 5 scholarships for the current graduating class.

To qualify for this scholarship Applicant must be:

- ✓ Senior
- ✓ Cy-Fair FFA chapter member for four (4) semesters - including Junior & Senior Year.
- ✓ Hold Greenhand & Chapter Degree.
- ✓ Complete all necessary application forms & requirements.
- ✓ Submit Cy-Fair HS transcript.

Application:

- Application must be completed and turned it to your Ag Teacher by the **end of the school day on April 28th, 2023.**
- Place application & transcript in a sealed envelope marked "Cy-Fair FFA Booster Club Scholarship".
- Student must have an Ag. Teacher verify all information is accurate and correct.

Payment of Scholarship Funds:

It is the recipient's responsibility to furnish proof of enrollment to the Cy-Fair FFA Booster club to an accredited college, university, trade, or technical school of his / her choice. The recipient has until February 15th of the year following high school graduation to claim his / her scholarship funds. Funding may take up to 30 days to process. The scholarship funds will be paid directly to the college, university, trade or technical school and it is the recipient's responsibility to furnish the correct name, address and contact person where the funds shall be sent. This information shall be sent to the Booster Club Treasurer. If the information is not given to the Booster Club by Feb. 15th, the recipient could forfeit the scholarship funds.

Cy-Fair FFA Booster Club Scholarship Agreement

I HEREBY AGREE TO THE FOLLOWING LISTED TERMS. IF I DO NOT FULFILL THIS AGREEMENT, I WILL JEOPARDIZE THIS SCHOLARSHIP.

1. **I will attend the Cy-Fair FFA Awards Ceremony in official FFA dress.**
2. I will enroll in a degree or trade school program to further my education and provide proof of such enrollment by February 15th of the year following high school graduation.
3. I understand that if any portion of this application does not adhere, or if I do not adhere to the established rules of the application, the applicant may be disqualified from consideration and selection for a Cy-Fair FFA Booster Club scholarship, as determined by the Booster Club Scholarship Committee.

Signed: _____
Scholarship Applicant

Date: _____

Witnessed: _____
Parent or Guardian

Date: _____

Witnessed: _____
Agricultural Science Teacher

Date: _____