



2017 HI USA Explore the World Scholarship Recipient Contract

Description: Travel Scholarships of \$2,000 are awarded to an independent traveler who wants to explore the world, pursue a service or educational objective, and contribute to the well-being of society.

The following outlines the requirements associated with the Explore the World Scholarship.

Recipient Name:	HI USA Metro Area:
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Scholarship Requirements:

- Recipient agrees to include either an educational or service component in his/her travel, as outlined in scholarship application.
- Recipient agrees to post at least three photos and/or status updates to Instagram and/or Twitter during travel using the hashtag #exploretheworld and @HIUSA.
- Recipient agrees that he/she is 18-30 years of age at the time of application.
- Recipient agrees that he/she is a permanent, legal resident of the USA.
- Recipient agrees that he/she has a verifiable address/residence (permanent or school) within the HI USA jurisdiction
- Recipient agrees that he/she meets the financial requirement of the scholarship
 - (current or former Pell Grant Recipient; household income does not exceed 300% of 2016 federal poverty level.)
- Recipient agrees that the trip and all scholarship requirements must be completed by **August 31, 2018**.
- Recipient agrees to receive the funds in two installments by check. Checks may take up to 21 days to be processed:
 - The first installment of \$1000 will be disbursed prior to travel upon completion of pre-travel requirements.
 - The second installment of \$1000 will be disbursed after travel upon completion of post-travel requirements.
- Recipient agrees that scholarship funds are to be used solely for the international travel opportunity outlined in the travel scholarship agreement.
- Recipient agrees to use the 2017 Explore the World Website to submit required documentation and fund requests.

Award Acceptance

- Recipient agrees to submit the required documents by **May 1, 2017** of acceptance via the scholarship management system or risk forfeiture of award:
 - Signed Contract (this document);
 - Signed Recipient Release and Indemnity Agreement (separate document);
 - Identification and verification of residence or school attendance in an HI USA scholarship jurisdiction. Acceptable forms of verification include: Name, Date of Issue, Location Address, Picture;
 - Financial Verification Form (separate document);
 - Signed W-9 form (with the understanding that scholarship funds may be considered taxable income);
 - Complete an online pre-travel survey;
 - Photo and short Biography.

Scholarship Change/Cancellation

- Recipient agrees to use the Travel Change/Cancellation form in the event of changes in travel plans including, but not limited to: dates, location, alterations of education and/or service component.
- Recipient understands that the award was based on travel as described in the application. HI USA has the right to negate the award if the changes do not reflect the goal of the scholarship.
- Recipient agrees that if he/she cancels his/her trip after receiving the first installment of \$1000 he/she will reimburse HI USA the full \$1,000 immediately. HI USA reserves the right to pursue these funds if not refunded.

Pre-Travel Funds Request

- Recipient agrees that pre-travel fund request may be made after **May 15, 2017**.
- Recipient agrees to complete/submit the following requirements through the online scholarship management system at least one month prior to travel and before receipt of the first installment of \$1000 by check:
 - Complete the online check request form;
 - Submit proof of intent to travel. Acceptable forms of proof include flight information and/or registration to a service/educational program (via the online check request form);
 - Submit proof of international health insurance that meets the following requirements (via the online check request form).

Post-Travel Funds Request

- Recipient agrees that post-travel fund request may be made before **August 31, 2018**.
- Recipient agrees to complete/submit the following requirements through the online scholarship management system within one month after travel and before receipt of the second and last installment of \$1000 by check:
 - Complete an online post-travel survey;
 - Complete a post trip report/presentation in the agreed upon (or proper) format to be determined in advance of travel;
 - Complete the online Check Request Form.

Reservation of Rights – HI USA

- HI USA reserves the right to modify this agreement and any policies of the HI USA Explore the World Travel Scholarship. Modification is effective upon posting to our website or distribution via email or convention mail.
- HI USA reserves the right to require additional verification of any information submitted by the recipient.

As an HI USA Travel Scholarship Recipient I, _____, understand and agree to meet all travel scholarship requirements outlined in this contract.

Printed Name: _____

HI USA Location: _____

Signature: _____

Date: _____

Please note: Electronic/Digital Signature is not permitted. Please complete, sign, and scan contract for submission on the Explore the World website. If you have questions, please email your local HI USA staff contact and/or scholarships@hiusa.org