



Institutional Scholarships Best Practices

BRENT TENER

VANDERBILT UNIVERSITY

Disclaimer

- VIEWS EXPRESSED ARE MY OWN
- I AM NOT AN ATTORNEY



Scope at Vanderbilt

- COMBINATION OF RESTRICTED AND NON-RESTRICTED FUNDS
- WE PAY SCHOLARSHIPS FOR:
 - ▶ UNDERGRADUATES (INCLUDING ATHLETICS)
 - ▶ LAW, MEDICINE, BUSINESS, NURSING
 - ▶ DO NOT PAY DIVINITY, GRADUATE, PEABODY
- OVERSEE DONOR FUNDS FOR UG, MEDICINE, NURSING, ATHLETICS
 - ▶ 1,200 FUNDS, \$70M
- ADMINISTRATION OF FUNDS IS VERY MANUAL



Compliance Issues

- FEDERAL
- STATE
- NCAA
- INSTITUTIONAL



Donor Relations and Foundations

- COMMUNICATION IS KEY
- KEEP THE WOLF OUTSIDE YOUR DOOR
- MAKE SURE YOU HAVE GOOD INSTITUTIONAL SUPPORT
- COMMUNICATING WITH DONORS
 - ▶ YOUR OFFICE
 - ▶ STUDENTS
- DONORS AS PART OF THE SELECTION PROCESS
 - ▶ CONFIDENTIALITY



Selection Process

- FAIR AND CONSISTENT
- HOW ARE STUDENTS NOTIFIED OF SCHOLARSHIP AVAILABILITY?
 - ▶ SEPARATE APPLICATION OR ALL APPLICANTS FOR ADMISSION
- CENTRALIZE ADMINISTRATION TO THE EXTENT YOU CAN
- I HATE COMMITTEES AS MUCH AS THE NEXT PERSON, BUT...
 - ▶ PROVIDE STANDARDIZED TRAINING FOR COMMITTEES
- NEVER BE THE SOLE PERSON MAKING A DECISION
- IMPLICATIONS OF SCOTUS DECISION
- SELECTION FOR SCHOLARSHIP AWARDS ARE BECOMING INCREASINGLY MORE DIFFICULT



Renewal Process

- COMMUNICATING SCHOLARSHIP EXPECTATIONS
- RENEWAL CRITERIA
- APPEALS PROCESS



Funds Management

- HOW DO YOU TRACK FUNDS THAT YOU MANAGE?
 - ▶ DETERMINING THE AMOUNT YOU HAVE TO SPEND
 - ▶ DO YOU OVERAWARD HOPING THE AMOUNT SELLS TO THE DETERMINED AMOUNT?
 - ▶ DO YOU HAVE A RESERVE FUND THAT BUFFERS AGAINST SWINGS IN YIELD?
 - ▶ MONITORING FUNDS OVER THE COURSE OF THE YEAR FOR CHANGES
- REPORTING OBLIGATIONS
 - ▶ FOUNDATIONS
 - ▶ DONOR RELATIONS



Thank you!

BRENT TENER

B.TENER@VANDERBILT.EDU

615.343.1422

