Raider Relief Fund Program Guidelines and Process

There are three awards available from the Raider Relief Fund.
- Emergency Financial Award of a maximum of $500 for rent, utilities, etc.
- Food Crisis Award for food only
- Critical Financial Crisis Award maximum of $500

**Emergency Financial Award Guidelines**

- Awards are available to students in a financial crisis. Financial crisis is defined as a situation in which the student would be unable to continue their education at Texas Tech University should the expense not be paid and the student has no other means of obtaining the awards. Examples may include: rent, utilities, food, books etc. The award is not for use for optional expenses such as cell phone, television, or credit card bills.

- Students seeking funding for *food only*, please see the section labeled *Food Crisis Award Guidelines*.

- Prior to award approval, all other options must be exhausted. Including but not limited to additional financial aid, loans, family or friend support.

- Qualified undergraduate students must be enrolled for 12 hours with a minimum Institutional GPA of 2.5. Graduate students must be enrolled for 9 hours with a minimum Institutional GPA of 3.0. Students must have completed at least 12 hours at Texas Tech and must be enrolled for the next semester once registration becomes available. Exceptions will be considered based on academic program requirements or limitations.

- The amount is determined on a case-by-case basis with a $500.00 maximum award per calendar year and a $1,000 lifetime limit (graduate student funding amounts may vary).

- Students must be in good standing, both academically and disciplinary, as defined by university policies and procedures.

- Undergraduate student awards are paid directly to the off campus entity to which money is owed rather than to the student. Awards will not be distributed for expenses in which the entity owed is Texas Tech University with the exception of putting money on a Raider Card for food.

- Graduate student awards are primarily paid in the form of a scholarship applied to the student’s Student Business Service (SBS) account. Current balance must be zero in order for funding to be refunded to the student. If the SBS balance is not zero, the funding will be paid directly to the off campus entity to which money is owed rather than to the student, and be limited to $500.

- Prior to accepting the awards, students will be required to complete financial coaching with Red to Black Peer Financial Coaching, provide financial records and
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statements, or other appropriate and related requests. Failure to complete these requirements will result in the award being denied.

• Any student who falsifies information to obtain an award will be referred to the Office of Student Conduct.

Award Process

• A review committee consisting, at a minimum, of a representative from Student Government Association, Dean of Students, Student Financial Aid, Office of International Affairs or Military and Veterans Program (when appropriate) and Parent and Family Relations will review applications for approval. The review committee must consist of a minimum of three members. The committee will also include a staff member from Red to Black Peer Financial Coaching who will serve in a non-voting advisory role. The committee will have no more than three (3) business days to review and provide resolution for each submitted application.

• A majority vote by the review committee is needed for approval of all submitted applications.

• Red to Black Peer Financial Coaching staff will e-mail applications to the committee for review. The committee will, in turn, e-mail award decisions to Red to Black Peer Financial Coaching. The e-mailed replies will indicate support for or against the student receiving the award.

• All personal data, with the exception of the student’s R#, on submitted applications will be redacted for committee review.

• Upon committee resolution for each submitted application, the applicant will be notified by a staff member from Red to Black Peer Financial Coaching within one (1) business day regarding decision of the committee and the next step(s), if approved, in the process.

• Approved applications will require the applicant to meet in person with a staff member from Red to Black Peer Financial Coaching to complete the award request.

Document Requirements

• Students applying for an award must submit copies of bills, bank statements, and any other documents notating a financial obligation for off-campus expenses that support the request for funding.

Denial

• The Raider Relief Fund Committee reserves the right to deny awards to any student. The decision of the Raider Relief Fund Committee is final.
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Management

• Red to Black Peer Financial Coaching is responsible for all management and maintenance functions of the Raider Relief Fund, including but not limited to advertising and promotion, program procedures, financial record keeping, student appointment scheduling, eligibility requirements, repayment, and award criteria. Parent and Family Relations provides financial support as needed and may, from time to time, be involved in the overall management.

Food Crisis Award Guidelines

• Awards are available for students seeking assistance with emergency food needs. These fund are limited to $25 per distribution through a food box, Raider Card funds or gift card.

• These funds will not need to be paid back, however, donations to the Raider Relief Fund are always welcome.

• Students will be required to complete financial coaching with Red to Black Peer Financial Coaching, provide financial records and statements, or other appropriate and related requests. Failure to complete these requirements will result in the award being denied.

• Food Crisis Awards are at the discretion of Red to Black Peer Financial Coaching with input from the Dean of Students Office.

• Any student who falsifies information to obtain an award will be referred to the Office of Student Conduct.

• Students must be in good disciplinary standing as defined by university policies and procedures.

Critical Financial Crisis Award Guidelines

Critical Financial Crisis Awards are reserved for those students who do not meet the traditional Raider Relief Fund criteria and the lack of funding endangers their health or safety or are in a financial crisis due to a natural disaster.

• Awards are available for students seeking assistance with the following although not limited to: textbooks, school supplies, rent, utility, transportation needs. These fund are limited to a maximum of $500 per distribution and will only be allowed one time for the duration of the students enrollment at TTU.

• Funds will be distributed directly to the entity.
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• These funds will not need to be paid back, however, donations to the Raider Relief Fund are always welcome.

• Students will be required to complete financial coaching with Red to Black Peer Financial Coaching, provide financial records and statements, or other appropriate and related requests. Failure to complete these requirements will result in the award being denied or if the funds have been distributed a registration hold will be placed on the student’s account.

• Critical Financial Crisis Awards are at the discretion of Red to Black Peer Financial Coaching with input from the Dean of Students Office.

• Any student who falsifies information to obtain an award will be referred to the Office of Student Conduct.

• Student must be currently enrolled on courses at Texas Tech University or be enrolled for a future term.

• Student must be in good disciplinary standing as defined by university policies and procedures.