



RENO AIR RACING ASSOCIATION FLIGHT SCHOLARSHIP PROGRAM

Provider Request for Qualifications

The Reno Air Racing Association (RARA) is pleased to offer Flight Training Scholarships (FTS) to deserving students in the Reno, NV local area. The students retain ultimate decision-making authority when selecting and working with a flight training provider, and RARA requires this form to be completed from all potential providers. This RFQ will be used to guide the relationship between RARA and the flight provider. Flight training providers submitting on this RFQ and submitting appropriate satisfactory documentation will be placed on a preferred provider list.

Requested Documentation:

1. Private Pilot Training Curriculum

- a. Provider will submit the curriculum for all levels of certification proposed (i.e. glider, light sport, recreation, private pilot, instrument, commercial, etc.). If the provider uses a commercial / educational off-the-shelf syllabus, the provider may submit the name of the syllabus publisher.
- b. Provider may supplement the curriculum with an approved FAA Industry Training Syllabus (FITS).

2. Aircraft Documentation and Maintenance

- a. Provider will submit a list/chart of aircraft used in flight training and a statement attesting to the availability of airworthiness, registration, flight manual, an up-to-date weight and balance documentation and all equipment requirements (e.g., "All aircraft listed above meet FAA regulations").
- b. Provider is requested to supplement the aircraft list/chart with the following: age, total time, total engine time, time between overhaul, major avionics, and anticipated major modifications.
- c. Provider may supplement aircraft documentation with a detailed Aircraft Standardization Manual for each aircraft operated by RARA scholarship students. The availability of standardization manuals should be noted.
- d. Provider may supplement aircraft documentation with calculators and other tools to assist students with standard operational procedures, such as weight and balance specific to an aircraft or crosswind tools. The availability of calculators and tools should be noted.
- e. Provider agrees to submit changes to the aircraft list within seven (7) days when any major changes are made.

3. Flight Instructors

- a. Provider will submit a list/chart of all flight and ground instructors with the following information: ratings, hours of instruction given at date of submission, safety certification, and any additional and pertinent information.
- b. Provider will submit a statement on the average length of tenure of all instructors employed by provider in the last 12 months or will provide two (2) reliable references if not employed by a flight school.
- c. Provider will provide a list of fees for flight instruction and an explanation of how the fees are calculated.
- d. Provider will submit changes to the flight instructor list within seven (7) days in the event of major changes.

4. Averages

- a. Provider will provide a statement estimating the average times required for students to achieve ratings. The provider may provide may calculate the average times based on any reasonable variable the provider chooses (i.e., 25 students achieved certification with an average of 62 hours. 15 students achieved certification in less than 50 hours by averaging 3 lessons per week.)
- b. Provider will provide an estimate of total number of students in the program and estimated availability of aircraft and instructors.

5. Billing

- a. Provider agrees to use common and customary billing practices.
- b. Provider will not bill for any time that is not eligible to be logged as either ground or flight training instruction (i.e., all time invoiced as aircraft rental or instruction will be reflected in the student’s logbook verbatim.)
- c. All invoices must be emailed to scholarships@airrace.org for payment. Electronic payments are not supported at this time; please allow up to 30 days for receipt of payment.
- d. The Reno Air Racing Association is a 501(c)(3) organization and is therefore tax exempt. A copy of the exemption certificate will be provided.
- e. Cancellation fees are not payable by the scholarship, any fees accrued due to cancellations will be the responsibility of the student or student’s family.
- f. Flying Club initiation fees and monthly dues are not expected to be covered by the scholarship funds but may be utilized if training is performed under the organization of the club and upon prior agreement by (1) RARA scholarship staff, (2) scholarship recipient, and (3) the flight provider.
- g. Supplemental insurance programs are eligible for reimbursement.

6. Miscellaneous

- a. Provider agrees to contact the RARA program within 24 hours in the event of an accident or incident involving a scholarship recipient or an aircraft commonly flown by scholarship students.
- b. Provider agrees to contact the RARA program in the event a scholarship student is not making satisfactory progress, is not communicating with the provider, or has encountered other circumstances that cause a delay in training.

All questions or comments regarding this application or other concerns regarding this program may be sent to scholarships@airrace.org.

Manager/Instructor Name _____ Date _____

Signature _____

RARA Scholarship Coordinator Name _____ Date _____

Signature _____