

\_\_\_\_\_ (date)

Middletown Community Foundation  
300 North Main Street, Suite 300  
Middletown, Ohio 45042

Attn: T. Duane Gordon, Executive Director

Dear Mr. Gordon:

I \_\_\_\_\_ would like to establish a permanently endowed scholarship to benefit a student at \_\_\_\_\_. The name of the scholarship will be:

\_\_\_\_\_ **(scholarship name) Fund**

Attached please find my recommendations for implementing the scholarship including eligibility, qualifications and the selection process.

This attachment constitutes a component of this agreement and the Middletown Community Foundation agrees to implement the scholarship according to these recommendations unless such recommendations would constitute an illegal action or jeopardize the tax-exempt status of Middletown Community Foundation.

I understand that the \_\_\_\_\_ (scholarship name) Fund is a component fund of Middletown Community Foundation and as such shall be subject to the Code of Regulations of Middletown Community Foundation including the power contained therein for the Board of Trustees of the Foundation to modify any restrictions or conditions on the distribution of funds for any specified charitable purposes or to specified organizations, if, in their sole judgment, without the approval of any trustee, custodian, or agent, such restriction becomes, in effect, unnecessary, incapable of fulfillment or inconsistent with the charitable needs of the area served by the Foundation. I understand that the fund is subject to the Foundation's Distribution Policy, which currently allows the granting of 5 percent of its end-of-year balance annually. I also understand that the fund must reach a minimum balance of \$10,000 within three years before scholarships are to be awarded from it. If the fund fails to reach the minimum level three years from the date of this agreement, I understand the entire balance will be granted out as scholarships at that time.

In accepting funds to establish this scholarship, the Foundation agrees to publicize this scholarship in any and all publications listing other scholarship and award recipients.

\_\_\_\_\_ (signature)

\_\_\_\_\_ (printed name)

Accepted by: \_\_\_\_\_

T. Duane Gordon, Executive Director, Middletown Community Foundation

SAMPLE QUALIFICATIONS *(the final qualifications are attached as an exhibit to the agreement letter)*

**Background**

This scholarship was established in memory of and in honor of XXXXX. *(Biographical information on the individual in whose name the scholarship is given is listed here.)*

**Applicants**

Student applicants must be graduating seniors from \_\_\_\_\_ High School. They must have a 3.0 GPA and have shown good character and good citizenship as well as a financial need to continue with their education. Students are required to file a FAFSA and disclose their financial information when requested. *(Of course, other restrictions, such as a different GPA, no financial need consideration, or a specific course of study are acceptable.)*

**Selection**

The Foundation Scholarship Committee will have the total responsibility for awarding the scholarship. Each student will have a personal interview with the Foundation Scholarship Committee. Students will be rated on academic performances, ACT/SAT test scores, school/community activities and economic need. *(Again, other considerations may be specified here as well.)*

**Funding**

Funds may be used for tuition, fees, board & room and books. The annual scholarship shall be awarded to one student. *(The donor may also state that it is awarded to two or three or more students each year. A determination should also be made of whether the award will be renewed – that is, the same student receives it each year for four years – or a one-time only award. You may also limit the scholarship amount here.)*

**Several actual scholarship descriptions are provided below as examples:**

**AAUW SCHOLARSHIPS**

**BACKGROUND**

The American Association of University Women (AAUW) was founded in 1881. Members have examined the fundamental issues of the day – educational, social, economic, and political, and taken courageous positions, often far ahead of popular opinion. Each year the Foundation provides money for scholarships. This money is generated for the local AAUW book sale in October.

**MISSION STATEMENT**

AAUW is committed to making a significant impact on education and equity for women and girls. We will remove barriers and develop opportunities to enable women and girls to reach their full potential.

**APPLICANTS**

Available to a High School Senior who is the first in their immediate family to attend college, who wants to advance their education at an accredited college or university, and who resides in the greater Middletown area. This scholarship may be renewable. This scholarship may not be awarded every year.

**USE OF GRANT**

Grant money shall be used for college credit courses.

**SELECTION**

The scholarship committee of the Middletown Community Foundation will select the applicants to be interviewed. The scholarships may be divided among outstanding qualified students

**VICTOR W. CARPENTER MEMORIAL SCHOLARSHIP**

**PURPOSE**

Victor W. Carpenter credits Wittenberg University for his excellent education. His wife has established this scholarship to assist students in the greater Middletown Area to receive the same excellent education as Victor W. Carpenter received.

**APPLICANTS**

Student applicants shall be seniors in high school who reside in the geographic areas served by the following public high schools: Carlisle High School, Edgewood High School, Franklin High School, Monroe High School, Madison High School and Middletown High School. The applicants may attend private schools e.g.: Fenwick High School, St. Xavier, Miami Valley, Culver, Exeter, Moeller, Country Day, etc., but the parent or guardian of the applicant must reside in one of the geographic areas served by one of the six public high schools listed above.

All applications will be submitted to the Middletown Community Foundation for review. Application forms will be available at the area high schools and the Community Foundation office.

### **USE OF SCHOLARSHIP**

Scholarship funds may only be used for legitimate educational uses at Wittenberg University. Scholarships may be renewed for four years.

If funds permit, small honorary scholarships may be given to outstanding students who do not have financial need.

### **SELECTION COMMITTEE**

A Selection Committee of the Middletown Community Foundation will review the applications. The Selection Committee will have a personal interview with all applicants. The applicants will be ranked one, two, three, etc. based on academic performance, school activities/community service and need.

## **MARJORIE COLYER SCHOLARSHIP**

### **BACKGROUND**

This scholarship was established in memory of Marjorie Colyer, a long time teacher in Butler County. She began her teaching career in 1923 and taught in Hamilton, Reily, and Collinsville. In 1932, Marjorie started a private kindergarten in Middletown called Sunset Kindergarten. She returned to public education in 1946 at Wayne, taught kindergarten at Central School beginning in 1947, received her B.S. Degree in Education from Miami University in 1958 and retired from Middletown in 1969.

Marjorie loved each and every child she taught. Her patience and compassion exemplified her teaching. She truly embodied what teaching was meant to be.

### **MISSION STATEMENT**

This scholarship is to be given recognition to and financial assistance to a graduating high school senior intending to pursue a career in elementary school teaching.

### **APPLICANTS**

Student applicants shall be seniors from Edgewood, Madison, Middletown or Monroe High Schools intending to major in elementary education.

All applicants must be students in good standing with an accumulative average in grades 9 – 12 of 3.0 or better.

The financial need of the student shall also be taken into consideration.

### **USE OF GRANT**

Grant money shall be used for college credit courses. The student must be enrolled in an accredited four year college or university and pursuing a baccalaureate degree in education.

### **SELECTION**

The Scholarship Committee of the Middletown Community Foundation will select applicants to be considered. The committee will make the final selection based on grades, character and financial need.

## **THE GARDNER SCHOLARSHIPS**

### **MISSION STATEMENT**

The Gardner Family established a trust for scholarships for Middletown area students in the early 1950's. The Gardner family was the leading family in paper, boxes, and paper machinery from the late 1890's until the 1950's.

### **APPLICANTS**

Student applicants shall be seniors from Edgewood, Fenwick, Franklin, Monroe, Madison, Middletown Christian and Middletown High School. The scholarship is a "last chance" scholarship based upon student need as designated by the University financial aid form.

### **USE OF SCHOLARSHIP**

Grant money may be used for any legitimate college expenses such as tuition, fees, books, room and board, etc. The student must be a full time student at an accredited four year college or university and pursuing a baccalaureate degree.

### **COMMITTEE**

The Foundation Scholarship Committee will have the total responsibility for awarding the scholarship.

Each student will have a personal interview with the Foundation Scholarship Committee. Students will be rated on academic performances, ACT/SAT test scores, school/community activities and economic need.

### **FUNDING**

The scholarship is renewable for four years up to a maximum of \$3,000.00 for each year. The amount of the award will vary with student need

## **THE LOUIE F. COX MEMORIAL - AK STEEL AFRICAN AMERICAN SCHOLARSHIP**

Applications are accepted directly by the Middletown Community Foundation.

### **Purpose**

To recognize and reward outstanding high school academic and non-academic achievements, and to provide financial assistance to deserving scholars pursuing a four year bachelor's degree in business, engineering or computer science on a full-time basis from an accredited U.S. college or university.

### **Eligibility**

A student must be an African-American high school senior who will graduate from a high school located within the counties of Butler and Warren in Ohio . The student must attend an accredited U.S. college or university.

### **Funding**

The scholarship is in the amount of \$5,000 annually, renewable for a maximum of three years, a total potential scholarship of \$20,000. The scholarship is to be used for tuition, academic fees, books, room and board.

### **Committee**

Final scholarship winners are selected by an independent committee of college professionals selected solely by the Middletown Community Foundation. No employees of AK Steel or members of the AK Steel Foundation are involved in any way with the appointment of the independent selection committee members or of the scholarship winners.

## **VETERANS MEMORIAL SCHOLARSHIP**

### **BACKGROUND**

The Veteran's Memorial was established to create a lasting memorial for the recognition and appreciation of the men and women from this area who lost their lives during the many wars we have endured from the Revolutionary War to our present day Operation Freedom, as well as honoring those who died in peacetime while on active duty

The memorial is located at Woodside Cemetery and Arboretum in Middletown, Ohio.

It is universally unique in concept and design imparted by the laser images which are the creation of one of America's greatest historical artists, Mort Kunstler.

### **ELIGIBILITY**

To provide academic assistance to those who have served in all branches of the United States Military, Military Reserve, Merchant Marine during World War II or National Guard, or for any of their family members.

1. Military service is defined as honorable service, past or present.
2. Family member is defined as any child, grandchild, spouse, widow, or dependent.
3. Students may be attending any accredited institute of higher learning, including college, university, community/junior college, or trade school.

### **APPLICANTS**

Qualified applicants should submit an essay together with a letter describing military service and sacrifice, academic achievement, leadership and community involvement and two letters of recommendation to the Middletown Community Foundation on or before February 28. Scholarships will be awarded for the following academic year beginning in August or September.

### **USE OF SCHOLARSHIP**

The award shall be used only for tuition, books, materials, fees, room and board. The award is payable directly to the institution.

### **COMMITTEE**

The Foundation Scholarship Committee will have the total responsibility for awarding the scholarship.

Each student will have a personal interview with the Foundation Scholarship Committee. Students will be rated on academic performances, ACT/SAT test scores, school/community activities and economic need.