

Elks Vocational Scholarship

Maryland, Delaware and District of Columbia Elks Association
15 Briarwood Road Baltimore, Maryland 21228 (410) 747-0581

Application of Required Facts 2008 VOCATIONAL GRANT PROGRAM

IMPORTANT: Read the instructions on Page 5 carefully. Incomplete applications will not be processed.

Name _____ Social Security # _____

Street Address _____ Phone _____

City/State/Zip _____

Date of Birth _____ Place of Birth _____ Age _____ Sex _____
City/State

Citizenship – USAmerican Yes No (Applicant must be citizen on date application is signed. If not born an American citizen, give date and place of Naturalization.)

Date _____ Place _____ # _____
City/State

Name of High School Attended or now attending _____

Address _____ Year will Graduate _____ or Year Graduated _____
City/State

Grade Point Average (GPA) _____ Did not graduate from High School _____

I am not a High School graduate, but I have received by G.E.D. Yes No

Detail educational background listing all Vocational/Technical Schools/Colleges or other Schools, beyond high school level, attended or attending and degrees attained, if any.

School Name/Address	Dates	Degree/Certificate
_____	_____	_____
_____	_____	_____
_____	_____	_____

I certify that the statements contained in this application are true.

Date: _____, 2009 _____
Signature of Student

MUST HAVE ENDORSEMENT OF A LODGE OF THE B.P.O. ELKS OF THE MD, DEL, DC, ELKS ASSOC. TO BE ACCEPTED FOR JUDGING

The Scholarship Chairman or Exalted Ruler or Secretary of the B.P.O. Elks Lodge, in the jurisdiction where the applicant is resident, must sign the Lodge endorsement certifying that he has reviewed the application. Applications should not be endorsed if they do not essentially conform to the requirements outlined in this Application of Required Facts. Applicant must use official Elks National Foundation form (no photo-copies accepted).

This application, with attached exhibits, has been reviewed and conforms to the rules and regulations set forth by the Advisory Board of the Maryland, Delaware, and District of Columbia Elks Association.

Lodge Name: _____ No. _____ State: _____

Date: _____, 2009 (signed) _____
Lodge Scholarship Chairman, Exalted Ruler, or Secretary

TO LODGE PERSONNEL: Applicant must file no later than March 20, 2009. After endorsing the application, mail it to: Joseph Pallozzi, 15 Briarwood Road, Baltimore, MD 21228, to be postmarked no later than March 28, 2009.

College or Vocational School planning to attend _____
(Full name - Not initials)

Address _____

First year - Date course will begin _____ 20 _____ Date course will end _____ 20 _____
Month/Year Month/Year

Second year - Date course will begin _____ 20 _____ Date course will end _____ 20 _____
Month/Year Month/Year

Vocational Goal (Give name of course of study) _____

A completion of this course, I will receive a Certificate _____ Diploma _____ or an _____ Degree (type of degree)

Is this a 2-year course Yes No If not, how long is course _____

Do you plan to continue on to a 4-year degree? Yes No Undecided

Employment record (employer, address, dates of employment, person to contact about employment, position)

Honors & Awards -- Non-school related _____

(Civic) Offices or positions held (Organizations, position, year) _____

Other Activities (School or Civic) _____

TO BE COMPLETED BY ALL APPLICANTS

Budget for one full Academic Year of 2009-2010. How many months _____

This grant can be used only to cover the items in A-B & C below. It may not be used for general living expenses such as apartment rent, mortgage payments, automobile expenses for use or maintenance of a car. It may not be used for childcare costs. Incomplete or unnecessary information in this section cannot be evaluated.

- A. Tuition and Fees (full academic year, not monthly)..... \$ _____
- B. Books and Supplies..... _____
- C. Room and Board (only if living on campus)..... _____
- D. Total of above -- Add lines A., B., & C..... \$ _____

LESS ANTICIPATED AMOUNTS AVAILABLE FOR EDUCATION (INCOME):

- E. Parent(s) Contribution..... \$ _____
- F. Student's Contribution..... _____
- G. Summer earnings..... _____
- H. College Work/Study Employment..... _____
- I. Other Scholarships, Grants or Loans (List name & amount in detail):

J. Total of above -- ADD lines E., F., G., H. & I.....\$ _____
Amount needed to balance school budget for one year
SUBTRACT line J. from line D.....\$ _____

This is an assistance grant and is not intended to cover the full cost of your education. It is the responsibility of the student to also seek assistance from other sources to demonstrate that the amount not covered by this grant can be obtained through personal or parental contribution or through other sources of assistance programs.

To properly evaluate this application, the information on these 2 pages is essential. Choose the area which best fits the applicant's circumstances. A dependent applicant is one who relies on his/her parents for the basic & major portion of his/her support. An independent applicant is one on his/her own and derives the basic and major portion of his/her support from himself/herself and/or a spouse. Incomplete information in this area will disqualify applicant.

TO BE COMPLETED BY UNMARRIED APPLICANT DEPENDENT ON PARENTS:

Father's name _____ Age: _____ Occupation: _____

Mother's name _____ Age: _____ Occupation: _____

Parents marital status -- Mother: Married _____ Widowed _____ Divorced _____ Remarried _____

Father: Married _____ Widowed _____ Divorced _____ Remarried _____

Father's annual income before taxes..... \$ _____

Mother's annual income before taxes..... _____

Applicant's annual income before taxes..... _____

All other taxable or non-taxable income not included above (including pensions,
Social Security/disability, interest, dividends, etc. - explain source) _____

GROSS INCOME (total of above)..... \$ _____

Number of Dependents (excluding mother & father)..... _____

Number of Dependents attending college in 2009-2010 year..... _____

2008 Medical & Dental expenses not paid by insurance..... \$ _____

Emergency expenses (flood damage, etc.)..... _____

Total market value of home \$ _____ Amount of unpaid mortgage..... _____

If no home is owned - amount of annual rent..... _____

Do you own a business or farm (Y/N) _____ If so, what is market value?..... _____

What is the net profit?..... _____

Value of bank accounts..... _____

Value of other investments (CD's, stocks, bonds, etc. - explain source): _____

Any unusual circumstances, please explain _____

Does Mother or Father have a pension plan other than Social Security? Yes No

TO BE COMPLETED BY MARRIED OR INDEPENDENT STUDENT:

Applicant's marital status - Single _____ Married _____

Spouse's name _____ Age: _____ Occupation: _____

Applicant's annual income before taxes..... \$ _____

Spouse's annual income before taxes..... _____

All other taxable or non-taxable income not included above (including pensions,
Social Security/disability, interest, dividends, etc. - explain source) _____

Gross Income (total of above)..... \$ _____

Number of Dependents (excluding applicant & spouse)

Spouse attending school (Y/N)

Number of other Dependents attending School/College.....

2008 Medical & Dental expenses not paid by insurance.....

Emergency expenses (Detail)

Total market value of home \$ _____ Amount of unpaid mortgage.....

If no home is owned - amount of annual rent.....

Do you own a business or farm (Y/N) _____ If so, what is market value?.....

What is the net profit?.....

Value of bank accounts.....

Value of other investments (CD's, stocks, bonds, etc. - explain source):

Any unusual circumstances, please explain:

ELKS NATIONAL FOUNDATION

Vocational Grant Program

WHO MAY APPLY: Any prospective student (male or female), resident within the jurisdiction of the Maryland, Delaware, and District of Columbia Elks Association, who plans to pursue an eligible vocational/technical course, above and supplemental to high school or preparatory school level, may file an application. All applicants must be citizens of the United States of America on the date the application is filed. This application must be filed with the Lodge Scholarship Chairman or Exalted Ruler or Secretary of the B.P.O. Elks Lodge having jurisdiction in the area in which the student has legal residence on or before March 1, 2008. Only one application may be filed and must be filed with the Lodge of jurisdiction.

The definition of an eligible program shall be comparable to that contained in the federal vocational legislation. It is defined as a two-year or less vocational/technical program, culminating in an associate degree, diploma or certificate, but less than a baccalaureate program (Bachelors Degree). A student must plan to carry a minimum load of 12 semester credit hours each term. Persons enrolling in a 4-year course leading to a Bachelor's degree are not eligible to apply. Do not apply if you are only a High School Junior as these grants are to be used in the 2008-2009 and 2008-2009 academic years only. This grant may not be used for part-time study or night-school.

Do not apply if you are planning to pursue an Associate Degree course which is a stepping stone to a 4-year Bachelor's profession. An eligible Associate Degree is considered a terminal Associate Degree, whereby, after 2 years of study, a student may become gainfully employed in his/her chosen vocational career. A student who is planning to continue toward a Bachelor's degree is not eligible to apply.

This Vocational Grant is for two years only and is not renewable. It is subject to review prior to the start of each academic year. Unexpended credit is subject to withdrawal, if conduct of the student is contrary to principles of law and order and morality supported by the Order of Elks. A student cannot accept more than one Elks National Foundation scholarship/grant in any one academic year.

All scholarships are in the form of Certificates of Award issued by the Chicago office of the Elks National Foundation, conditioned upon the enrollment of the student in a vocational/technical course of a two-year US American College or vocational/technical school. Upon receipt of "Verification of Enrollment" form, completed by the proper school officials, an Elks National Foundation check in the amount of \$1,000.00 will be forwarded to the school to establish a credit for the student, for the 2009-2010 academic year. Payments may not be used to cover retroactive charges. This award will not cover payments for any academic year begun prior to April 1, 2009. Verification of Enrollment form will be provided for the 2009-2010 academic year. If you are already in your 1st year of a 2 year course, you will be eligible for one-year only.

The grant may be used for tuition and fees, room and board (only if living on campus) and books and supplies. It may be used only for usual and required costs of applicant's planned course of study. It may not be used for general living expenses such as apartment rent, mortgage payments, automobile expenses for use or maintenance of a car. It may not be used for child care costs.

Applications are evaluated based on the information herein. Therefore, if, after being notified of a grant, course of study and/or school attending change, the grant may be withdrawn.

After completing this application, make a photocopy for your own records.

Incomplete applications will not be considered for assistance. It is imperative that all information be set forth, especially information as to your costs to attend your chosen course, so that we may evaluate your needs.

Applications which are not endorsed by an authorized lodge of the Grand Lodge B.P.O. Elks of the U.S.A. will be returned to the applicant.

All applicants will be notified by May 15th, 2009 as to whether or not they are to receive one of our grants.

All applications become the property of the Maryland, Delaware, District of Columbia Elks Association.

GENERAL INSTRUCTIONS

BROCHURE PREPARATION AND REQUIREMENTS

1. **APPLICATION:** Applicant must use the official Elks National Foundation form (no photocopies accepted), which has been dated and signed by the applicant and the Lodge official(s). Typewritten applications and statements are preferred over handwritten submissions and must be signed in all instances.

Applications and all supporting documents must be in English or English translations.

Letters must be originals, on one side of a single sheet of 8 1/2 x 11 inch paper, and signed by the author.

2. **EXHIBITS:** Should be neat, concise and in chronological order. Letters of endorsement, etc., should be removed from envelope and bound flat (allow sufficient margin on left border for readability).

3. **ORDER OF EXHIBITS:**

A. Application - completed.

B. A statement by the applicant of not more than 200 words, summarizing his or her activities, accomplishments, needs and objectives, which the applicant thinks qualifies him or her for a grant, and outline career goals and course planned.

C. A letter of not over 150 words from a parent or other person having knowledge of the facts, presenting a picture of the family situation and showing the applicant's family background, (such as number of children in family, number of children still at home, and any information to establish factors judged under Judging Standards).

D. A brief letter of endorsement from a responsible person, not related to the applicant, other than an educator, who has had an opportunity personally to observe the applicant and who can give a worthwhile opinion of the character, industry, disposition and general worthiness of the applicant. Additional letters may be included, if appropriate and desired, but not more than two additional letters.

E. Letters from educators - not more than two. Letter(s) may cover the applicant's ability, work habits, leadership, personality and integrity.

F. Grade record or work record previous two years. (Armed Forces, Vocational, Aptitude test scores, may also be included).

G. Any other information which you feel will be helpful in judging your worthiness for a grant.

H. All applications must be stapled on the left side. Bindings or covers should NOT be used.

JUDGING WILL BE FOR THE FOLLOWING:

1. **MOTIVATION**-General worthiness, desire.

2. **NEED**-Financial need, resourcefulness.

3. **SKILLS**-Showing of good aptitude toward chosen vocation.

4. **GRADES**-High School, Vocation School, College, other test scores, etc.

5. **BROCHURE**-Completeness, neatness and the following of directions.

IMPORTANT: Be sure your brochure is in the hands of the sponsoring Elks Lodge Chairman prior to the established deadline date. Brochures received after this date cannot be accepted.

Elks Vocational Scholarship

2008-2008 VOCATIONAL GRANT PROGRAM FOR THE 2009-2010 ACADEMIC YEAR

10 Grants of \$1,000.00 for one year

Total per student \$1,000.00

TOTAL PROGRAM \$10,000.00

Filing date: March 20, 2009

APPLICATION CHECKLIST

- Original application, typewritten, signed and all questions answered.
- BPO Elks Lodge endorsement.
- Endorsement letters as required.
- Transcript of grades or work record.
- Budget for Academic year completed.
- Appropriate financial page completed- page 3 or 4.

**APPLICATIONS RECEIVED WITHOUT ENDORSEMENT LETTERS,
GRADES, FINANCIAL AND BUDGET INFORMATION AND/OR LODGE
ENDORSEMENTS, WILL NOT BE ACCEPTED.**