

## COMMUNITY FOUNDATION OF SOUTHERN MARYLAND

The following guidelines apply to the establishment of the Deb Sheftz Memorial Scholarship Fund, a component fund with the Community Foundation of Southern Maryland (CFSOMD).

### TIMELINE AND GUIDELINES

#### Timeline

First week of January: Application and guidelines are announced and given to students  
First Monday of April: Applications from students due  
Senior Awards Ceremony: Award announced to student

#### Purpose

To provide a scholarship to a student graduating from Patuxent High School for college attendance.

#### Criteria

The Donor and the Community Foundation of Southern Maryland together may establish criteria for their particular Scholarship Fund. The criteria cannot restrict the eligible applicants to a pool so small that it no longer constitutes a charitable class.

- a. The recipient must be a student of Patuxent High School.
- b. The recipient must be accepted to a College and be financially able, with the scholarship, to attend.
- c. Commitment to social justice and assisting those who are disadvantaged, protecting those who are marginalized, and speaking for those without a voice.
- d. The recipient is required to complete the application, including the submission of an essay or original work as described on the scholarship overview announcement, attached to this document.

#### Amount

The amount of the one-time award will be up to \$2500/per student.

#### Uses of award

The award will be used for tuition, room and board and related educational expenses for the first year of college.

#### Frequency

Award on an annual basis, but reserve the right to not award if a suitable candidate does not apply, or if the available amount to be distributed is determined to be insufficient.

#### Payment

Grant Award is made directly to the student's school, after the student has confirmed his/her enrollment, i.e. bill from the Bursar's office or subsequent information may be requested.

#### Selection Process

A fair and equitable process will be established.

- a. A selection committee, which could also be the CFSOMD's Grants Committee, must be appointed, which includes expert and neutral members. Donors or their agents may sit on the committee but cannot be in the majority.
- b. The scholarship will be publicized, at a minimum, through the guidance office of Patuxent High School. The award is OFFERED; no commitment is made that there will be an award.
- c. All applicants must adhere to the established guidelines and submit the required application form and attachments to be eligible.
- d. Eligibility will vary per Donor's recommendations.