

John Randolph Foundation

Robert C. and Dianne W. Smith Community Service Scholarship Program Application Guidelines

PURPOSE:

To promote continuing education by awarding scholarships for attendance at institutions of higher education **to individuals who intend to pursue careers which serve others**, demonstrate academic achievement, financial need and a commitment to community service. This scholarship is renewable up to three additional consecutive years, assuming the applicant continues to meet all criteria and submits an application for renewal.

BACKGROUND:

The Robert C. and Dianne W. Smith Community Service Scholarship was established in July 2004 through the generosity of Robert C. and Dianne W. Smith. Bob and Dianne are involved in a variety of volunteer and civic organizations and recognize the importance of professions that help individuals in the community. Accordingly, this scholarship will assist students who plan to pursue careers which serve others. Preference will be given to a student who plans to help others in ways that are not necessarily related to traditional healthcare professions. Examples include, but are not limited to, social workers, counselors, childcare providers, teachers, workers with charitable organizations, emergency services personnel, religious-affiliated careers, etc.

POLICY:

Preference will be given to a student residing in Hopewell. Student interns working for John Randolph Foundation are eligible to apply; however, foundation trustees, other foundation employees and their immediate families (parents, spouses, brothers, sisters, and anyone claimed as a dependent for tax purposes) are not eligible to apply.

SCHOLARSHIP APPLICANTS MUST:

1. Express an interest in attending college as a full-time or part-time undergraduate student (at least 6 hours per semester) with the intention of pursuing a four-year degree;
2. Submit a completed "John Randolph Foundation Scholarship Application" online;
3. Mail or hand-deliver the "attachments" requested on the application (these attachments *cannot* be submitted online); and
4. Demonstrate financial need.

PROCEDURE:

The scholarship amount is **\$1,000** and **will be paid directly to the school** for current year tuition, fees, books purchased through the institution attended, and on-campus dormitory and meal plan expenses. The scholarship committee will review and evaluate all applications and announce awards each spring. The committee will also review and revise the scholarship policy and criteria as necessary.

The application may be obtained and submitted online at johnrandolphfoundation.org.

The deadlines are as follows:

- The **application must be completed online**. All required attachments must be either mailed to John Randolph Foundation, P.O. Box 1606, Hopewell, VA 23860 or delivered to the foundation's office at 112 N. Main Street no later than 4:00 p.m. on February 15.
- If the above due date falls on a Saturday, Sunday or a legal holiday, then the deadline becomes the next business day by 4:00 p.m.

Direct any questions to the foundation office at the above address or call 458-2239.

FAILURE TO PROVIDE ANY OF THE ABOVE INFORMATION OR DOCUMENTATION BY THE DEADLINE WILL DISQUALIFY AN APPLICANT FROM CONSIDERATION FOR THE ROBERT C. AND DIANNE W. SMITH COMMUNITY SERVICE SCHOLARSHIP. THE JOHN RANDOLPH FOUNDATION SCHOLARSHIP COMMITTEE RESERVES THE RIGHT TO INTERVIEW APPLICANTS IN THE FINAL STAGES OF SELECTION.

THE DECISION OF THE SCHOLARSHIP COMMITTEE IN ALL MATTERS REGARDING SCHOLARSHIPS IS FINAL. CANVASSING ANY JOHN RANDOLPH FOUNDATION TRUSTEE OR EMPLOYEE SHALL RESULT IN IMMEDIATE DISQUALIFICATION. SCHOLARSHIP AWARDS ARE SUBJECT TO THE AVAILABILITY OF FUNDS AND CONTINGENT UPON ACCEPTANCE AND ENROLLMENT IN AN APPROVED PROGRAM.

JOHN RANDOLPH FOUNDATION RESPECTS THE PRIVACY OF SCHOLARSHIP APPLICANTS. ANY PERSONAL OR FINANCIAL INFORMATION WILL BE USED FOR THE PURPOSE OF ASSESSING THE SCHOLARSHIP APPLICATION AND WILL BE MADE AVAILABLE SOLELY TO THE FOUNDATION'S TRUSTEES AND STAFF. WE MAKE EVERY EFFORT TO MAINTAIN YOUR CONFIDENTIALITY.

JOHN RANDOLPH FOUNDATION IS AN EQUAL OPPORTUNITY ORGANIZATION