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MISSOURI-ARKANSAS DISTRICT
EARL COLLINS FOUNDATION

To: ECF Trustees, Officers, and Club Presidents
From: Martha Radginski, Chair, ECF Scholarship Committee
Date: August 2022
Subject: **\$1,000.00 Earl Collins Foundation 2023 Scholarship Applications**

This is the timeline the Scholarship Committee has set so the winning applications from each of the 26 divisions will be selected by the time we meet for the Mid-Winter Executive Committee meeting in March 2023.

DIVISION ECF TRUSTEES

Fill in your name and address at the bottom of page 7 on the *Club Grading/Rating Form* because *Club Presidents* will send their graded applications to you.

September 2022 – Distribute pages 1-8 to each club president in your division, making sure they understand the scholarship application process. This information should get into the hands of each of your club presidents to ensure participation by all clubs. If you do not have contact information for the club presidents in your division, be sure to contact your Lieutenant Governor for assistance

*****Students must send their completed applications to clubs by January 20, 2023*****

*****Clubs in your Division must send their completed Club grading form to you by Feb 3, 2023*****

Do not accept applications not signed by the Club President.

Due February 17, 2023 – Complete & sign the Division Grading Form (Page 9) for all scholarship applications from clubs in your division. Forward the Division Grading Form and applications for your top three applicants, including applications and supporting documentation, to Martha Radginski, Earl Collins Foundation Scholarship Chair, 31 Saint Lawrence Drive, Saint Peters, MO. by February 17, 2023.

CLUB PRESIDENTS – See Application Grading Instructions for Club Presidents on Page 4

Fill out the bottom portion of the first page of the application (page 2) under “*Deliver to Sponsoring Kiwanis Club*” before you deliver applications to schools. (*Applicants need to know where to return the application.*)

The ECF Trustee will not accept applications not signed by the Club President.

September 2022 –

After entering your club’s name on page 2, make 10-12 copies of the Application and Application Instructions (pages 2 and 3). *Distribute them in person or electronically to your high school counselors or other qualifying sources of applicants, so that they can make these applications available to their students.* You may distribute to more than one high school in your community.

Applicants need not be members of Key Club to apply.

Applications will also be available in the *Kiwanigram* and at the MO-ARK District website.

Of special note is the form on page 8 for clubs to submit their contributions to the Earl Collins Foundation.

November/December 2022 – Contact school counselors to remind them about the scholarship deadline.

January 2023 – After the holidays contact school counselors again!

Completed Student Applications & supporting documents due to your club by Jan 20, 2023.

Due February 3, 2023 – Complete the Club Grading Form in its entirety and submit it along with the top three applications and supporting documentation to your Division ECF Trustee by this date. The Trustee’s name and address will be found at the bottom of your grading/rating form on page 7.



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MISSOURI-ARKANSAS DISTRICT

EARL COLLINS FOUNDATION

\$1000.00 SCHOLARSHIP APPLICATION FOR 2023 HIGH SCHOOL SENIORS

EARL COLLINS FOUNDATION SCHOLARSHIP COMMITTEE
MISSOURI-ARKANSAS DISTRICT, KIWANIS INTERNATIONAL
(Type or print all information)

NAME OF STUDENT, _____
(First) (Middle) (Last)

STUDENT'S MAILING ADDRESS _____
(Street or Box Number)

CITY _____ STATE _____ ZIP _____

PHONE NUMBER _____ CELL# _____ email _____

NAME OF HIGH SCHOOL _____

AGE _____ GRADUATES IN _____ RANKS (#) _____ IN CLASS OF (#) _____

COLLEGE ATTENDING _____ TO PREPARE FOR _____

NAME OF PARENT (S) OR GUARDIAN _____

PARENT (S) OR GUARDIAN'S MAILING ADDRESS _____
(Street or Box Number)

CITY _____ STATE _____ ZIP _____

PHONE NUMBER _____ CELL# _____ email _____

ADJUSTED GROSS INCOME OF PARENT(S) \$ _____
(Scholarship winners may be asked to submit a copy of IRS 1040, for 2021 before checks will be issued)

NUMBER OF SIBLINGS ATTENDING COLLEGE FALL OF 2023 _____

OTHER INFORMATION REQUIRED:

1. Records from high school principal or counselor:
 - a) Evidence of scholastic ability in the form of college aptitude scores. (ACT or SAT preferred)
 - b) Evidence of achievement in the form of a transcript, including the ratio of the applicant's class rank to class size.
2. From High School faculty:
 - a) Two letters supporting the application from faculty members familiar with applicant's plans and college field of study.
3. From applicant:
 - a) Evidence of motivation in the form of a list of extracurricular activities such as: Leadership, Community Services, Class Offices, Church Activities, Key Club activities and honors received.
 - b) A statement, not to exceed one page in length, of your educational plans and goals. In judging this item, phrasing, spelling, appearance, and depth of plans will be considered.
 - c) How many years have you been in Key Club including the current year? _____ Key Club Offices held _____

* I certify that all information is true and correct: (Signature of Applicant) _____

DELIVER TO SPONSORING KIWANIS CLUB BY JANUARY 20, 2023.

Sponsoring Kiwanis Club _____ Date _____

Club President _____
(Printed Name) (Signature)

Address _____ **CITY** _____ **STATE** _____ **ZIP** _____



SCHOLARSHIP APPLICATION INSTRUCTIONS

WE ARE PLEASED THAT YOU ARE MAKING APPLICATION FOR AN EARL COLLINS FOUNDATION SCHOLARSHIP. FOLLOW THE INSTRUCTIONS CAREFULLY SO THAT YOUR APPLICATION WILL RECEIVE DUE CONSIDERATION.

SCHOLARSHIP, documented by high school transcript, and **NEED** are primary factors in determining these awards. Eligibility standards and judging are as follows:

EVALUATION CRITERIA:

- 1) **ACHIEVEMENT** (Maximum - 35 points) – Your Class Rank is converted to a percentile with 100% (top in class) receiving 35 points, 99% receiving 34 points, etc. A percentile less than 66% (below top 35% of class) receives 0 points. Achievement is also evaluated using GPA point value, a non-weighted GPA of 4.0 earns 35 points, a GPA less than 3.0 earns 0 points. Weighted grades will be converted to a 4.0 scale. The higher score between class rank and GPA is used for evaluating an applicant's achievement.
- 2) **VOLUNTEERISM** (Maximum - 15 points) - This is indicated by your success in extracurricular activities such as Leadership, Community Service, Class Offices, Church Activities, etc., performed while maintaining superior grades. **SUBMIT THIS INFORMATION SEPARATELY, on an 8 1/2 by 11 sheet, ATTACHED TO YOUR APPLICATION.** Be specific about what your volunteer activities involve. Including the years in which you were involved. If you were a Key Club member or attended Key Leader, please list those activities here. Volunteerism will be judged subjectively, considering school and community service as well as number of hours.
- 3) **HONORS** (Maximum - 10 points) - List honors accorded you such as Merit Scholarship, Valedictorian, Salutatorian, Citizenship awards, etc. **SUBMIT THIS INFORMATION SEPARATELY, on an 8 ½ by 11 sheet, ATTACHED TO YOUR APPLICATION.** It will be judged subjectively.
- 4) **EDUCATIONAL OBJECTIVE** (Maximum - 10 points) – **SUBMIT THIS INFORMATION SEPARATELY, on an 8 ½ by 11 sheet, ATTACHED TO YOUR APPLICATION.** Attach to your application a statement not to exceed one page in length of your educational plans and goals. In judging this item, depth of plans, phrasing, spelling, appearance will be considered. It will be judged subjectively.
- 5) **LETTERS OF RECOMMENDATION** (Maximum - 10 points) – Submit TWO LETTERS from high school academic faculty members familiar with your academic performance and planned college studies. Letters must be on school letterhead and must be signed by faculty member and include his or her position or title. Each letter will earn 5 points.
- 6) **FINANCIAL NEED** (Maximum - 20 points PLUS) - List adjusted gross income of parent(s) from 2020 income tax return. One-point will be deducted for each \$5,000 of adjusted income in excess of \$50,000. Also report number of siblings (in your family) who will be attending college in the Fall of 2022. 1 point will be added for each sibling. Scholarship winners may be asked to submit a copy of IRS 1040 for 2020 to document income before a check will be issued.
- 7) **KIWANIS FAMILY BONUS** (maximum - 10 points) – Applicants earn two (2) points for each year of Key Club Membership (maximum - 6 points) with an additional bonus of two (2) points each year they served as a Key Club District or Club Officer (Maximum 4 points). If the applicant was not a member of a Key Club, the student may add one and one half (1.5) points each year the student assisted Kiwanis with a program or project (maximum – 6 points). Key Leader participation is a Kiwanis Family Activity and participants are awarded 2 points.

An applicant must be applying for entrance to an accredited institution of higher learning, i.e., a Junior or Community College, Trade School, Police or Fire Academy, or University. Your application must be judged and endorsed by your local Kiwanis Club in the Missouri-Arkansas District of Kiwanis International.

YOU ARE RESPONSIBLE for submitting your application, with appropriate attachments, to your local sponsoring Kiwanis Club and YOU ARE RESPONSIBLE for ensuring that the materials required from the School Principal, Faculty Members and parents are submitted to the sponsoring Kiwanis Club, as listed at the bottom of the front page of the application, by JANUARY 20, 2023.

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

The Earl Collins Foundation Scholarship Committee



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MISSOURI-ARKANSAS DISTRICT
EARL COLLINS FOUNDATION

CLUB PRESIDENT: INSTRUCTIONS FOR GRADING 2022-2023 SCHOLARSHIP APPLICATIONS

YOU and your club will determine whether seniors from high schools and other qualifying sources of applicants in your area can apply for an Earl Collins Foundation \$1000.00 Scholarship. You can help to improve our program and ensure this opportunity for the students if you do the following:

- 1) Upon receiving the Earl Collins Foundation application packet, **complete the bottom portion of the first page of the application with your name and address and other information requested.** If you do not complete this section, then applicants do not know where to send completed applications. Make at least 12 copies of the application (page 2) and student instructions (page 3) or send page 2 & 3 electronically to school counselors.
- 2) The club's scholarship committee, OR the club President should take or email the application & instructions to the appropriate person (counselors) at the high schools or other qualifying sources of applicants in your area. You may leave as many applications as you like. Do not forget local home-school associations. **Contact the schools as early as possible to allow students and faculty as much time as possible to complete applications.**
- 3) Ensure that the Counselor or individual assisting students with scholarship applications understands our program and the deadline for submitting the application. Check back with the schools by November, December & again in January. Please ask that applications be widely distributed to all qualified students.
- 4) Ensure that your club understands the Earl Collins Foundation Program. Detailed information about the Foundation and a form to submit contributions is found on page 8 of this packet. If there are any questions, your Division Earl Collins Foundation Trustee will assist you.

Your Club Must Receive All Student Applications by January 20th, 2023.

- 5) Applications must be complete. Please consider diversity of volunteer activities as well as number of hours volunteered.
- 6) Use the **Achievement Worksheet** form on page 5 to calculate the individual achievement score for the scholarship application. Use the **Financial Need Worksheet** form (Page 6).
- 7) Use the **Club Grading/Rating form** as found on page 7 of this packet to tally total points. This form shows applicants, finalists, and Scholarship Application Information. Be sure to sign the Club Grading Form and include your club's name and division.
- 8) Forward your rating sheet(s) listing **ALL** applicants to your Division Earl Collins Foundation Trustee **NO LATER THAN February 3, 2023.** Clearly identify your number 1, 2 and 3 candidates. Include the application and supporting data for your number 1, 2 and 3 applicants.

The Earl Collins Foundation Scholarship Committee thanks you!



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Earl Collins Kiwanis Foundation Scholarship

ACHIEVEMENT WORKSHEET

To be completed by local Kiwanis Club scholarship committee

Name of Applicant: _____

Example: Student ranks 10th in Class of 495.
 495 minus 10 plus 1 = 486 (subtract rank from class size and add one)
 486 divided by 495 = 98 percentile.
 100 percentile - 98 percentile = 2-point reduction.
 35 points – 2 point = 33 points

_____ - _____ + 1 = _____ / _____ = _____
 Class size class rank position class size applicant percentile

100 - _____ = _____
 applicant percentile reduction

35 - _____ = _____
 reduction Points.

THEN use GPA to determine Points.

GPA	Points		GPA	Points
4.0	35		3.4 – 3.49	23
3.9 – 3.99	33		3.3 – 3.39	21
3.8 – 3.89	31		3.2 – 3.29	19
3.7 – 3.79	29		3.1 – 3.19	17
3.6 – 3.69	27		3.0 – 3.09	15
3.5 – 3.59	25		Below 3.0	0

If No Class Rank is available, Use the only the GPA Chart above.

Use the higher number of points, and enter in column #1, "Achieve", Club Scoring Sheet



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EARL COLLINS FOUNDATION

FINANCIAL NEED WORKSHEET

To be completed by local Kiwanis Club scholarship committee

Name of Applicant: _____

Annual income

Siblings enrolled in college

Income	Points
\$50,000 or less	20
\$50,001-55,000	19
\$55,001-60,000	18
\$60,001-65,000	17
\$65,001-70,000	16
\$70,001-75,000	15
\$75,001-80,000	14
\$80,001-85,000	13
\$85,001-90,000	12
\$90,001-95,000	11
\$95,001-100,000	10

Income	Points
\$100,001-105,000	9
\$105,001-110,000	8
\$110,001-115,000	7
\$115,001-120,000	6
\$120,001-125,000	5
\$125,001-130,000	4
\$130,001-135,000	3
\$135,001-140,000	2
\$140,001-145,000	1
Over \$145,001	0

Income points _____ + Siblings Enrolled in College _____ = Financial need points _____

Enter Financial Need Points in Column #6 on the Club Grading Form. The point total may exceed 20.



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EARL COLLINS FOUNDATION

2022-2023 Earl Collins Kiwanis Foundation Scholarship Club Grading/Rating Form

#	NAME	Achieve #1 35 pts	Vol #2 15 pts	Honors #3 10 pts	Career #4 10 pts	Letters #5 10 pts	Fin/Need #6 20 pts Plus	Bonus #7 10 pts	Total 1 thru 7 110 pts plus
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

List Three Club Finalists in rank of order by points scored

#	NAME	Achieve #1 35 pts	Vol #2 15 pts	Honors #3 10 pts	Career #4 10 pts	Letters #5 10 pts	Fin/Need #6 20 pts Plus	Bonus #7 10 pts	Total 1 thru 7 110 pts plus
1									
2									
3									

SCHOLARSHIP APPLICATION INFORMATION

1	Number of applications considered by your Kiwanis Club	
2	Number of High Schools participating	
3	Number of High Schools in community	

President's Signature _____ Date _____

Kiwanis Club of _____ Division _____

Send to Earl Collins Division Trustee by February 3, 2023:

Trustees Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email: _____



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MISSOURI-ARKANSAS DISTRICT

EARL COLLINS FOUNDATION

2022-2023 Earl Collins Kiwanis Foundation Scholarship

Division Trustee Grading Form

#	NAME	Achieve #1 35 pts	Vol #2 15 pts	Honors #3 10 pts	Career #4 10 pts	Letters #5 10 pts	Fin/Need #6 20 pts Plus	Bonus #7 10 pts	Total 1 thru 7 110 pts plus
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

List Three Division Finalists in rank of order by points

#	NAME	Achieve #1 35 pts	Vol #2 15 pts	Honors #3 10 pts	Career #4 10 pts	Letters #5 10 pts	Fin/Need #6 20 pts Plus	Bonus #7 10 pts	Total 1 thru 7 110 pts plus
1									
2									
3									

SCHOLARSHIP APPLICATION INFORMATION

1	Total number of club applications (refer to club grading sheets and total)	
2	Number of High Schools participating (refer to club grading sheets and total)	
3	Total Number of High Schools in Division (refer to club grading sheets and total)	
3	Number of Division Clubs participating	

Trustee's Signature _____ Date _____ Division _____

Trustees send Division finalists and supporting documentation no later than
February 17, 2023 - Send to:

Martha Radginski, ECF Scholarship Chair
31 Saint Lawrence Drive
Saint Peters, MO 63376

Questions – (636) 359-0316 me.radginski28@gmail.com