



## KATHARINE ROAT STEVENS SCHOLARSHIP FUND APPLICATION

A scholarship opportunity offered by the Genesee Chamber Foundation

Katharine Roat Stevens, a well-known Genesee County business owner and former member of the Flint Area Chamber of Commerce for many years, desired to further the role of women entrepreneurs in Genesee County. Ms. Stevens was a woman of high standards of personal conduct. Following the passing of Ms. Stevens in 1993, a fund was established through the Community Foundation of Greater Flint and managed by the Genesee Chamber Foundation for the purpose of providing scholarships to young women who are graduating seniors from Genesee County high schools with entrepreneurial aspirations. The scholarship criterion is provided below:

Fund Name: Katharine Roat Stevens Scholarship Fund

Fund Purpose: The purpose of this fund is to support scholarships to young women who are graduating seniors from Genesee County high schools, including public, private, charter, alternative and home school settings.

Criterion: Scholarships will be awarded annually to successful applicants who meet all of the following criteria:

- Young women who are graduating seniors from Genesee County high schools, including public, private, charter, alternative, and home school settings
- Minimum GPA of 2.5
- Has an interest in becoming an entrepreneur. This interest must be documented through the applicant's Educational Development Plan (EDP), senior exit interview, essay and/or personal interview with the Scholarship Committee.
- Provided 40 hours of volunteer service in Genesee County with area nonprofits throughout high school. This service must be documented through written acknowledgment from the nonprofits, news articles that name applicant as having provided service, video footage depicting applicant's service, and other forms of written or media-based documentation.
- Served in leadership roles in school or out of school settings throughout high school. This service must be documented through written acknowledgment from lead adults in the organizations, i.e. school principal, group sponsor, counselor, teacher, coach, minister, nonprofit leadership. Some leadership examples might include: school or other types of

- clubs or groups, athletic or other types of teams, student council or other governing bodies, religious classes or groups.
- Financial need must be established using Federal guidelines of free/reduced lunch eligibility status. These guidelines will be used by the Selection Committee to consider any applicant whose family's annual income falls within the current parameters (see attachment).

Award Amount and Use: Scholarships will be awarded to be used for college or vocational training tuition, fees, and books. Funds will be paid directly to the post-secondary or vocational training institution of the successful applicant's choice.

Application Timeline: Applications must be submitted by March 1 to be considered for the current year's scholarship awards.

Selection Committee: The Selection Committee is comprised of three (3) individuals; one representative from the Women's Business Council, one representative from the Genesee Regional Chamber of Commerce, and one representative from the Genesee Chamber Foundation. A second representative from the Genesee Regional Chamber of Commerce will serve as an alternate.

Scholarship Coordinator: A member of the Genesee Regional Chamber of Commerce staff will act as the coordinator. This individual will work with the Selection Committee to promote the scholarship opportunity; develop, distribute, and receive applications; organize and present qualified applications to the Selection Committee for award decisions annually; maintain and distribute financial statements to the members of the Selection Committee, the Genesee Regional Chamber of Commerce, and the Genesee Chamber Foundation board.

To apply for a Katharine Roat Stevens Scholarship, please complete the remaining pages of this application. All completed applications should include any documentation requested as supporting responses provided by the applicant. Incomplete applications will not be considered by the Selection Committee. Applicants will be provided with a written explanation if an application is incomplete. Applicants may resubmit their application providing it is done by the deadline of March 1 in any given year that scholarship awards are available. Awards will be made in the senior year of applicant's high school curriculum.

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Date Submitted: \_\_\_\_\_

Full Name of Applicant:

\_\_\_\_\_

## Attachment 1: Address Verification

Address:

\_\_\_\_\_

City, State, Zip:

\_\_\_\_\_

Home Telephone: ( ) \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

Email: \_\_\_\_\_

Alternate Contact:

\_\_\_\_\_

Parent(s) Names and Addresses:

\_\_\_\_\_

\_\_\_\_\_

If you do not live with your parents, but with another caregiver, please provide their name and address:

\_\_\_\_\_

\_\_\_\_\_

## Attachment 2: High school/GPA Verification

High School: \_\_\_\_\_

School District: \_\_\_\_\_

Please circle one school from the list below that best describes your high school:

Public school district   Private high school   Charter high school   Alternative high school

Home school

Current grade level: \_\_\_\_\_ Graduation date: \_\_\_\_\_ GPA: \_\_\_\_\_

## Attachment 3: Income Verification

Family annual income: \$ \_\_\_\_\_ Number of people in your immediate family who live in your home: \_\_\_\_\_

Immediate family refers to parents or primary caregivers and siblings.

Identify other relatives or other people living in your home who are financially supported by your parents or primary caregivers:

Person 1: \_\_\_\_\_

Person 2: \_\_\_\_\_

Person 3: \_\_\_\_\_

Person 4: \_\_\_\_\_

(If you have more than four people, please list them separately as shown.)

Do any of these individuals receive financial support from any source (circle one)? Yes No If yes, please circle the source from the following options:

Person 1: DHS A job Unemployment Pension Social Security Disability Trust Fund Other

Person 2: DHS A job Unemployment Pension Social Security Disability Trust Fund Other

Person 3: DHS A job Unemployment Pension Social Security Disability Trust Fund Other

Person 4: DHS A job Unemployment Pension Social Security Disability Trust Fund Other

**Attachment 4: Free/Reduced Meal Eligibility Verification (please circle your answers)**

Are you eligible for free/reduced meals through your school? Yes No I don't know

**Attachment 5: Entrepreneurial Aspirations Verification**

This scholarship is specifically awarded to those individuals who have a desire to be an entrepreneur. You may use any or all of the following options to share with the Selection Committee your interest in becoming an entrepreneur:

- Educational Development Plan through your high school. Genesee County students begin this plan in middle school with Career Cruising and update it throughout the remaining years leading up to graduation. Applicants may use their EDP to verify entrepreneurial interests by providing a printed copy of your most recent EDP.
- Senior Exit Interview. As part of graduation requirements, Genesee County students prepare for an "exit interview" during the senior year. This includes a written and verbal presentation to a committee selected by the school. Applicants may use their senior exit interview presentations to verify entrepreneurial interests by providing a copy of the written document, Powerpoint presentation, or video recording on DVD of the actual presentation.
- Essay. Applicants may submit a written essay to verify their entrepreneurial aspirations. The essay is limited to three (3) typed pages, preferably in Microsoft Word on a CD. The essay should cover your definition of an entrepreneur; what type of business you are considering; why you think or feel you will be successful; and how you plan to use this scholarship award.
- Personal Interview. All applications will be screened by the Scholarship Coordinator to verify qualification for consideration by the Selection Committee. Applicants that pass the qualification test will be notified that they may request a personal interview as their opportunity to present their entrepreneurial aspirations. This option may also be used by the Scholarship Selection Committee to make final decisions on scholarship awards.

Which options will you choose to share your entrepreneurial interests? Circle a minimum of two options from the list below. You may choose more than two options.

Educational Development Plan   Senior Exit Interview   Essay   Personal Interview

#### **Attachment 6: Letters of Recommendation**

Applicants can submit letters of support from various adults that are aware of your entrepreneurial aspirations. Examples might include: school principal, counselor, teacher, club sponsor, coach, religious leader, volunteer service nonprofit representative, employer or other adult mentors. Each applicant can submit up to three (3) letters of recommendation.

#### **Review of Your Application for Submission**

Please be sure that you have answered all of the questions above. If a question does not apply to you, please fill in the blank with "NA". If you have any questions, you may email the Scholarship Coordinator at [KRSScholarship@thegrcc.org](mailto:KRSScholarship@thegrcc.org). Do not leave anything blank. The assumption will be that you neglected to complete the application which could eliminate you from being considered for this scholarship opportunity. Complete the following instructions for final preparation of your Scholarship Application attachments:

*Attachment 1:* Submit a copy of your birth certificate, your driver's license or other picture identification card that verifies your current address.

*Attachment 2:* Submit a copy of your school picture identification card or badge; and your most recent report card showing your GPA and grade level verification. For home schooled teens, please provide similar documentation.

*Attachment 3:* Submit a copy of your personal and family's most recent income tax return.

*Attachment 4:* Submit a copy of your free/reduced meal eligibility from your school or Michigan Department of Human Services.

*Attachment 5:* Based on your choices in this section, submit the following supporting documentation:

Educational Development Plan: A current year print-out of your plan, with verification of entrepreneurial aspirations.

Senior Exit Interview: Copy of your written presentation, Powerpoint presentation on CD, or video recording on DVD of the actual presentation

Essay: No more than three (3) typed pages with a CD file copy or email the file to the Scholarship Coordinator at [rhunyady@thegrcc.org](mailto:rhunyady@thegrcc.org).

Personal Interview: No supporting attachment needed. This option must be circled above.

*Attachment 6:* Submit no more than three (3) letters of recommendation from adults who have personal knowledge of your entrepreneurial aspirations, your leadership capabilities, your volunteer service, or your standards of personal conduct.

#### **Submit all completed applications by March 1 to:**

Katharine Roat Stevens Scholarship  
c/o Genesee Regional Chamber of Commerce  
519 S. Saginaw, Suite 200  
Flint MI 48502

Email the Scholarship Coordinator at [KRSScholarship@thegrcc.org](mailto:KRSScholarship@thegrcc.org) with any questions and to confirm receipt of your application. Scholarship award notification will be completed by April 30.