Leslie and Mary Ella Scales Scholarship Fund Guidelines

Tribute: Dr. and Mrs. James S. Daniel established this scholarship fund in memory of Mr. and Mrs. Leslie Scales, Dr. Daniel’s grandparents. In addition they wish to recognize the value of higher education and of their support for graduates of Anniston High School. The Leslie and Mary Ella Scales Scholarship Fund is a component fund of the Community Foundation of Northeast Alabama.

Award: The Leslie and Mary Ella Scales Scholarship is designated to the valedictorian at Anniston High School. The recipient may: (1) be a full-time or part-time enrolled student; (2) attend any accredited institution of higher learning in the United States; and, (3) pursue any field of academic study or technical training. The award can be used for tuition, fees, books and institutional room and board at the baccalaureate level. The scholarship is not renewable.

In the event that the valedictorian declines the award, the scholarship will then be offered to the student having the second highest grade point average (GPA), otherwise known as the salutatorian. In the event that the salutatorian also declines the award, the scholarship will be offered to the student having the third highest GPA in the senior class. This process shall continue until the award is accepted.

The Community Foundation will project and allocate the assets available for scholarship awards depending on the Fund’s annual income. This scholarship is strictly funded based on available assets. Moreover, the award amount can change each year or semester based on available assets; therefore, recipients are encouraged to apply for other available financial resources.

Eligibility: The scholarship award will be made to the highest ranking student (in terms of GPA) of Anniston High School, or its successor in interest, and will be awarded without regard to race, religion, gender, national origin, or disability. There is no selection committee for this scholarship award; it is predetermined by academic merit.

Members of the Scales and Daniel families, and all donors and relatives of those donors, who contribute more than two percent of the Fund’s assets, are ineligible to receive a scholarship from the Fund. In addition, the Foundation’s Board of Trustees, former trustees, staff and Scholarship Advisory Committee members, including their spouses,
children, adopted children, grandchildren and great grandchildren, are prohibited from applying or receiving any scholarship, grant or financial award from the Foundation. Based on IRS regulations, this disqualifying exclusion exists for three (3) years after concluding volunteer service or employment.

**Application:** Application and Guidelines are available online at www.yourcommunityfirst.org. The Community Foundation will maintain and revise as necessary the guidelines and application documents. Applications must be electronically submitted to the Community Foundation by **March 1** of each year.

**Scholarship Advisory Committee:** There is no selection committee for this scholarship award; it is predetermined by academic merit. The Foundation staff will submit the applicant to Foundation’s Board of Trustees for their final approval.

**Review Process:** Students are required to submit the application packet on-line at www.yourcommunityfirst.org by March 1. Foundation staff will screen the application for clarity and completeness, and submitted to Foundation’s Board of Trustees for their final approval.

**Award Distributions:** The Foundation will make scholarship payment at the beginning of each academic semester. Distributions will not be made until the Foundation receives all required documentation, including but not limited to: (1) certified proof of enrollment from the institution, (2) confirmation that the recipient is enrolled in a program; and, (3) school transcripts. Checks are made directly to the financial administration office at the college or institution. No distribution will be made to any individual for any reason.

Students must notify the Foundation of any additional educational or financial aid grants or awards immediately after notification. Failure to do so may result in the termination of the scholarship.

**Acknowledgments:** Communications of gratitude for this award from scholarship recipients can be sent to Dr. and Mrs. James S. Daniel in care of the Community Foundation’s address.

**Responsibility of Recipient:** Each scholarship recipient is responsible for fulfilling requirements for admission to the educational institution of his or her choice. The scholarship recipient must enter a post-secondary institution no later than the fall term following the selection and award; otherwise, they forfeit the award. No award shall be carried over beyond twelve months from the date of acceptance. Recipients not completing the full academic year must ask the school to reimburse the Community Foundation of Northeast Alabama for any funds eligible for refund because of separation from the academic program.

**Conditions:** The Leslie and Mary Ella Scales Scholarship Fund Guidelines are not a contract. No obligation or liability of any kind will be imposed upon a scholarship recipient; nor will the Community Foundation of Northeast Alabama, except as expressly stated in this document, assume any obligation or liability. These guidelines are subject to change; therefore, applicants should inquire if revised guidelines have been issued.
Changes may impact the due date of the application documents. The Foundation respects the privacy and confidentiality of all personal information.

The Community Foundation will not; (1) accept applications that are presented after the due date; (2) contact students to locate missing documents such as letters of recommendation, (3) contact students to return the Letter of Acceptance form; or, (4) contact students to provide proof of enrollment in order to receive payment.

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