



625 MARKET STREET, SUITE 1400, KNOXVILLE, TN 37902, (865) 524-1223, FAX (865) 637-6039, E-MAIL: etf@etf.org

Gail Clay Scholarship Fund of East Tennessee Foundation 2009 Guidelines & Application

The Gail Clay Scholarship Fund was established by friends of Gail Clay as a tribute to her outstanding career as Director of the Carolyn P. Brown University Center at the University of Tennessee, Knoxville. Her unselfish dedication to helping young people realize their full potential as college and university students is the guiding principle for this Fund.

East Tennessee Foundation (ETF) is a nonprofit regional community foundation making grants in 25 counties in East Tennessee. Governed by a volunteer Board of Directors, its mission is to create permanent resources to enrich lives and strengthen communities in East Tennessee.

Guidelines & Criteria:

- The scholarship is intended for the spouse or child of a full-time, non-exempt employee of the University of Tennessee or other state-supported, public higher education institution located in the East Tennessee Foundation's 25-county service area.
- Recipients must be enrolled in an accredited Tennessee public university or community college and pursuing an undergraduate degree. *Recipients may be graduating high school seniors or current college/university students.*
- Gail Clay Scholarship selection will be based on the applicant's demonstration of financial need and academic promise.

East Tennessee Foundation is an equal opportunity employer and grantmaker. East Tennessee Foundation does not discriminate on the grounds of disability, age, race, color, religion, sex, ethnic origin, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law. All scholarships are awarded in accordance with East Tennessee Foundation scholarship policies.

Grant Information:

The scholarship award will be made in the form of a grant in the amount of \$1,500 a year. It is renewable as long as the student continues to meet the program's minimum eligibility requirements for up to **FOUR** (4) years or **EIGHT** (8) semesters. The scholarship award may be used to support tuition, fees, and/or other academic expenses.

The scholarship award will be distributed twice a year: half at the beginning of the fall semester and the other half at the beginning of the spring semester. It will be terminated should the recipient fail to continue a full-time course of study or if the student's academic standing (GPA) falls below a 2.0 on a 4.0 grade scale.

Application Procedure:

Applications should include:

1. Completed Gail Clay Scholarship Fund Application Form.
2. Cover letter stating the applicant's education and career goals.
3. Two letters of recommendation from non-family members.
4. A copy of most recent transcript. (*High School transcript if a graduating high school senior OR college/university transcript if currently a college/university student.*)

Applications are non-returnable and become property of ETF upon receipt.

Completed applications and the required attachments should be mailed to:

**Gail Clay Scholarship Fund
c/o East Tennessee Foundation
ATTN: Beth Heller
625 Market Street, Suite 1400
Knoxville, TN 37902**

For more information contact Beth Heller at (865) 524-1223, *toll free*
1-877-524-1223 or via e-mail at bheller@etf.org

Application Deadline:

Applications must be received by the Foundation no later than:

5:00 PM, Friday, April 24, 2009

East Tennessee FOUNDATION

625 MARKET STREET, SUITE 1400, KNOXVILLE, TN 37902, (865) 524-1223, FAX (865) 637-6039, E-MAIL: etf@etf.org

Gail Clay Scholarship Fund Of East Tennessee Foundation 2009 Application Form

Please type or print clearly.

Applicant's Name: _____

Address: _____ County: _____

Phone: _____ Cell phone: _____

Email address: _____ Social Security Number.: _____

Non-Exempt Employee's Name: _____

Academic Institution for Which He/She Works: _____

Non-Exempt Family Member's Department: _____

Non-Exempt Family Member's Title: _____

Relationship: Spouse _____ Parent _____

SCHOLASTIC INFORMATION

High School: _____ Graduation Date: _____

Grade Point Average (GPA): _____ SAT/ACT Score: _____

Prior University/College Study: _____

Semester Hours Completed: _____ Cumulative GPA: _____

University/College Attending or Applying to: _____

Major: _____ Minor: _____

Please list your employment history beginning with your most recent employer.

Dates Employer Responsibilities Hours Per Week

FINANCIAL INFORMATION

The following information will help the Selection Committee determine an applicant's financial need. All financial information submitted will be kept confidential. Please complete the following form as it applies to you and your family.

Applicant's Occupation: *(if applicable)* _____

Approximate Total of Immediate Family Annual Income \$ _____

Number in Family (including applicant):

Siblings _____ **Children** _____ **Other** _____ (specify relationship) _____

Number of Other Siblings or Children Currently Attending a College or University: _____

Other Financial Aid or Scholarships Received/Applied for to Date *(use back of sheet if necessary):*

<u>Source</u>	<u>Amount</u>	<u>Pending/Received</u>
---------------	---------------	-------------------------

Family's Statement Regarding Financial Need *(use back of sheet if necessary):*

I verify that the financial and other information provided to the Scholarship Selection Committee for this scholarship application is correct.

Applicant's Signature

Signature of Parent/Spouse

Date

Please mail six (6) collated sets of application materials, including original. Attachments should not be mailed separately. Only complete applications will be considered.

Applications should include:

1. Completed Gail Clay Scholarship Fund Application Form.
2. Cover letter stating the applicant's education and career goals.
3. Two letters of recommendation from non-family members.
4. A copy of most recent transcript. (*High School transcript if a graduating high school senior OR college/university transcript if currently a college/university student.*)

Applications are non-returnable and become property of ETF upon receipt.

Completed applications and the required attachments should be mailed to:

**Gail Clay Scholarship Fund
c/o East Tennessee Foundation
ATTN: Beth Heller
625 Market Street, Suite 1400
Knoxville, TN 37902**

Applications must be received by the Foundation no later than:
5:00 PM, Friday, April 24, 2009.