

*Responsible Department:* **Marketing & Communications**

*Date Approved:* **June 26, 2024**

*Effective Date:* **June 26, 2024**

## **I. Purpose**

The Donald Briner Making Life Better Memorial Scholarship was founded in 2024 to award one deserving student from the Corinth Central School District who is committed to community service with a \$1,000 scholarship towards the college, university or trade school of their choice.

## **Responsibility**

The CEO is responsible to ensure compliance with this policy. The Vice President of Finance is ultimately responsible for the administration of this policy, establishing and following the procedures listed herein.

## **II. Contest Duration**

Applicants have two months to complete the scholarship contest application. Applications are available each year on or about February 1<sup>st</sup> via area high school guidance offices, online at [www.hrccu.org](http://www.hrccu.org) and at all HRCCU branches. Scholarship deadline is slated on or about April 1<sup>st</sup>. Winners are announced in June.

## **III. Eligibility Requirements**

Scholarships are open to HRCCU youth members in good-standing, including children of the Board of Directors, Supervisory Committee and credit union employees, who are high school seniors at Corinth Central School District planning to attend an accredited college, university or trade school for the first time in the Fall.

## **IV. JUDGING**

Applicants are judged on 40+ hours of community service activities completed during their senior year in high school. In addition, community service verification letters must be submitted with their application validating their volunteer work as well as letters of reference, school transcripts, length of HRCCU membership and a 150+ word essay describing how they made life better as a result of their community service work and how they will continue to do so in the future. The scholarship is graded by designated staff in the credit union's sales, marketing department. However, because the essay portion of the contest is subjective in nature, an outside consultant may

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be hired to grade the essay portion of the application. To avoid any risk of prejudice/favoritism, essays submitted to the consultant are anonymous.

## **V. SCORING SYSTEM**

The maximum number of points that can be awarded per application is 100. There are five (5) categories that must be completed on the application as follows:

1. Community service activities completed (10 points each up to max. 50 points earned)
2. Community service verification letters (5 points each up to max. 25 points earned)
3. Essay (max. 15 points earned)
4. One letter of reference (max. 5 points earned)
5. Transcripts (max. 5 points earned)

### **Tie Score Procedure**

If a tie score results, then years of HRCCU membership will be incorporated into final scores to break the tie. Maximum 17 additional points for years of membership allowed—1 point per year.

## **VI. DISQUALIFICATION**

If applicant fails to submit required data along with completed application, he/she will be disqualified. Required data is listed in *Section VI.* of this policy titled *Scoring System* and is listed in complete detail on both scholarship applications. Also, if applications are not received by the deadline date, applicant(s) will be disqualified.

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## **VII. SCHOLARSHIPS AWARDED**

One \$1,000 scholarship will be awarded to an eligible youth member for the Donald Briner Making Life Better Memorial Scholarship. The dollar amount and number of scholarship awards are subject to change and will be reviewed annually during the budget process.

Award recipients will have their scholarship awards directly deposited into their HRCCU share accounts once proof of a paid receipt from the college or trade school they will be attending has been received by HRCCU's sales, marketing department. If the award recipient decides not to attend college or refuses the award, then the scholarship will be awarded to the next highest scoring applicant.

## **VIII. NOTIFICATION OF SCHOLARSHIP RECIPIENTS**

The one recipient will be notified via telephone and in writing. Their guidance department will also be notified in writing and contacted to coordinate the scholarship presentation.

## **IX. NOTIFICATION OF NON RECIPIENTS**

All participants not receiving an HRCCU college scholarship will be notified in writing.