

TRINITY MISSIONARY BAPTIST CHURCH

EDUCATION RECOGNITION PROGRAM (ERP)

APPLICATION PACKAGE for:

**Scholarships, Grants and the “Dr. Robert E. Bailey Award for
Academic Excellence”**

Due Date: May 20, 2011

TRINITY EDUCATION RECOGNITION PROGRAM
INFORMATION PACKAGE

Enclosed are all the forms required for the Trinity Missionary Baptist Church Education Recognition Program (ERP). The first section is for applicants applying for financial assistance through scholarships and grants. Separate application forms are enclosed for academic excellence recognition in section two for the “Dr. Robert E. Bailey Award for Academic Excellence.”

The package contains:

- Church philosophy statement of educational assistance (Pastor’s Pen)
- Checklist of steps to complete for the application process
- Application forms for scholarships, grants, and academic excellence recognition
- Two (2) Church Participation Verification Forms
- Two (2) reference letters

To facilitate communications, please include your email address if you have one.

APPLICATIONS are DUE in the Church Office by:

May 20, 2011
By 5:00 PM

LATE APPLICATIONS WILL NOT BE CONSIDERED

NOTICE: College students who are currently in the Trinity Scholarship/Grant program and are re-applying for support, are only required to submit an official college transcript and a telephone or e-mail contact number!

From the Pastor's Pen

The Twenty-First Century has quickly reminded us of the absolute necessity of possessing a graduate degree from a university or college, if one is to be competitive and successful in today's employment market. Those who lack advanced degrees continue to be marginalized to the least fulfilling and rewarding career opportunities. Trinity Church is blessed and we are committed to the task of financially assisting our members who demonstrate a need for monetary resources.

Trinity Missionary Baptist Church firmly believes in the development of the spiritual and intellectual abilities of every member. We therefore promote higher education for the entire membership. The pursuit of higher education is one that we passionately embrace and encourage for the intellectual empowerment of our church family. We, therefore, deem it important to recognize members who achieve academic excellence, including graduating high school students and members seeking graduate or post-graduate degrees.

The Education Recognition Committee administers the application and award process. All candidates for any recognition must submit an application through the committee's application process.

The program has two elements of recognition: (1) monetary scholarships and grants; and, (2) a non-monetary "Pastor's Award of Academic Excellence". **All monetary awards are need-based**; however, the non-monetary "**Dr. Robert E. Bailey Award for Academic Excellence**" recognizes our scholars independent of financial need.

More specific information on the program, including how to apply, is contained in the attached application package. In order to be considered for any element of the program, it is important that all materials are returned by the **May 20, 2011 deadline**. I trust you will understand the importance of responding in a timely manner to noted deadlines.

The announcement of the individuals selected for receipt of the Scholarships, Grants and Award of Academic Excellence will be made on Sunday, **June 12, 2011** during the 11:00 AM service. Recipients are expected to be in attendance for acceptance of monetary awards. All applicants for the Dr. Robert E. Bailey Award for Academic Excellence will be introduced to the congregation during the June 12 service and the award recipient will be announced at that time.

EDUCATION RECOGNITION PROGRAM

SCHOLARSHIPS, GRANTS & AWARD OF ACADEMIC EXCELLENCE

Guidelines

- **SCHOLARSHIPS** are available for those with ≥ 3.0 GPA *and* demonstrated financial need; includes undergraduate, graduate, and trade school candidates.
- **GRANTS** are available for those with ≥ 2.0 GPA *and* demonstrated financial need; includes undergraduate, graduate, and trade school candidates.
- To recognize our *scholars who do not require financial aid*, an **Award of Academic Excellence** is available for applicants with GPA's of 3.0 or better and demonstrated church participation.
- All scholarships, grants, and excellence awards *require* applicants to submit application information through the Education Recognition Committee application process.
- Active church participation and stewardship are key criteria for all candidates.
- For scholarships and grants, applicants must demonstrate financial need.
- **Deadlines must be observed; applications are due by May 20, 2011.**
- Recipients will be announced on **Sunday, June 12, 2011 during the 11:00am worship service.**

TRINITY MISSIONARY BAPTIST CHURCH

SCHOLARSHIP REQUIREMENTS

THE FOLLOWING REQUIREMENTS MUST BE MET BEFORE ANY APPLICATION CAN BE PROCESSED:

1. The applicant must be a member of Trinity Missionary Baptist Church.
2. The applicant must be active in church for at least 2 years prior to receiving a scholarship. (*“Active”* means attending worship service on a regular basis and belonging to at least one church auxiliary. This requires consistent attendance, active participation in the auxiliary and being dependable in fulfilling other obligations set by the auxiliary.)
3. **GRADES** -- THE APPLICANT MUST HAVE A CUMULATIVE GRADE POINT AVERAGE (GPA) OF 3.0 OR GREATER. ***THE APPLICANT MUST DEMONSTRATE FINANCIAL NEED.***
4. Applicant, or the parent(s) or guardian(s) of an applicant, must sign a release of information form which will allow the school to release the applicant's transcript. A current *“official copy”* transcript must be attached to the application when it is turned into the church office.
5. *For applicants that are claimed as dependents*, the parents(s) of the applicant must submit a financial statement for the previous year. This includes either a W-2 Form or a tax statement (Form 1040 or 1040A). Financial statements of both parents, if applicable, must be attached to the application when it is turned into the church office.
6. Independent (*indicates that you are not claimed as a dependent by another adult worker*) employed applicants must submit a financial statement for the previous year. This includes either a W-2 Form or a tax statement (Form 1040 or 1040A). **For independent applicants, your parents are not required to submit financial information.**
7. The applicant must submit two (2) character reference letters.
8. The applicant must submit a resume.
9. All applicants will be interviewed as part of the application process.

TRINITY MISSIONARY BAPTIST CHURCH

GRANT REQUIREMENTS

THE FOLLOWING REQUIREMENTS MUST BE MET BEFORE ANY APPLICATION CAN BE PROCESSED:

- 1. The applicant must be a member of Trinity Missionary Baptist Church.**
- 2. The applicant must be active in church for at least 2 years prior to receiving a scholarship. (“Active” means attending worship service on a regular basis and belonging to at least one church auxiliary. This requires consistent attendance, active participation in the auxiliary and being dependable in fulfilling other obligations set by the auxiliary.)**
- 3. GRADES -- THE APPLICANT MUST HAVE A CUMULATIVE GRADE POINT AVERAGE (GPA) OF 2.0 - 2.99. *THE APPLICANT MUST DEMONSTRATE FINANCIAL NEED.***
- 4. Applicant, or the parent(s) or guardian(s) of an applicant, must sign a release of information form which will allow the school to release the applicant’s transcript. A current “official copy” transcript must be attached to the application when it is turned into the church office.**
- 5. *For applicants that are claimed as dependents*, the parents(s) of the applicant must submit a financial statement for the previous year. This includes either a W-2 Form or a tax statement (Form 1040 or 1040A). Financial statements of both parents, if applicable, must be attached to the application when it is turned into the church office.**
- 6. Independent (*indicates that you are not claimed as a dependent by another adult worker*) employed applicants must submit a financial statement for the previous year. This includes either a W-2 Form or a tax statement (Form 1040 or 1040A). For independent applicants, your parents are not required to submit financial information.**
- 7. The applicant must submit two (2) character reference letters.**
- 8. The applicant must submit a resume.**
- 9. All applicants will be interviewed as part of the application process.**

TRINITY EDUCATION RECOGNITION PROGRAM
FINANCIAL ASSISTANCE
Scholarship and Grant ----CHECKLIST

- ❑ 1. Check Application Package for completeness (Do I have all the material and forms? Use **Forms A, B, and C.**)
- ❑ **2. Complete Forms A, B, and C for Scholarship and Grant applications.** (Complete all sections of each form. All forms must be neat and legible.)
- ❑ 3. Submit recommendation letters to references with self-addressed envelopes (**Form C**).
- ❑ 4. Submit Church Participation Verification forms to President of each Auxiliary and/or Sunday School teacher for validation (**Form B**).
- ❑ 5. Complete Resume and enclose in application package
- ❑ 6. Attach all verification forms:
 - ❑ Acceptance letter on university letterhead
 - ❑ Cost of college from recent university brochure
 - ❑ Parent's financial 1040 income verification, where appropriate
 - ❑ Student's personal 1040 income verification, where appropriate
 - ❑ Copy of student's transcripts to verify GPA
 - ❑ Copies of test scores: SAT, ACT, GMAT, GRE, etc.
- ❑ 7. Confirm that references have submitted recommendation letters to Trinity in the self-addressed envelopes
- ❑ 8. Confirm that church auxiliary president(s)/Sunday School teacher have submitted verification forms (**Form B**).
- ❑ **9. Submit completed application package (Forms A, B and C) by the required May 20, 2011 due date. (Packages received after May 20, 2011 will not be reviewed unless prior notification has occurred and been approved by the Committee.)**
- ❑ 10. Receive phone call or email from the Education Recognition Committee indicating your interview time and/or to request additional information for review in the application process.
- 11. Complete interview (**Applicants must be on time!**)

Trinity Education Recognition Program

Financial Assistance

Form A

PERSONAL INFORMATION

Name of Student _____ Date of Birth _____

Address _____ Telephone No. _____
Street City/State Zip Code Area Code/Number

Present School _____ No. Years Attended _____

Graduation Year _____

Father's Name _____ Occupation _____

Address _____ Telephone No. _____
Street City/State Zip Code Area Code/Number

Employer _____ Gross Annual Income: \$ _____

Mother's Name _____ Occupation _____

Address _____ Telephone No. _____
Street City/State Zip Code Area Code/Number

Employer _____ Gross Annual Income: \$ _____

(Attach previous year W-2 or 1040 Forms- both parents)

Number of Siblings at Home: _____ Ages of siblings: _____

Number of other Siblings financially dependent (wholly or part) _____

Number of other Dependents _____ Relationship _____

Special factors which influence financial position: _____

Are you a member of Trinity Missionary Baptist Church? _____ No. of Years Attended _____

Are your parents or guardians members of Trinity? _____ Mother _____ Father _____

With what church activities are you affiliated? _____

What position do you hold? _____

Form A

EXPECTED COLLEGE EXPENSES

Expected college expenses for academic year (tuition, room, board, fees, travel, etc.) \$ _____
(Attach a copy of expected expenses from university brochure.)

Indicate where you plan to live during the academic year:

With Parents With Relatives Dormitory Off-campus apartment

SOURCES OF FINANCIAL AID

Indicate all other sources of financial contribution: (scholarships, grants, work-study, etc.)

<u>Type</u>	<u>Annual Amount</u>
_____	_____
_____	_____

Indicate amount and sources of other scholarships that have been applied for, but have not yet been awarded.

I HEREBY AFFIRM THAT THE INFORMATION PROVIDED IN THIS APPLICATION IS COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE. IF GRANTED AN AWARD, I HEREBY AFFIRM THAT I WILL UPHOLD THE TEACHINGS AND PRINCIPLES OF TRINITY MISSIONARY BAPTIST CHURCH. FURTHER, I UNDERSTAND THAT IF I FAIL TO MEET THE REQUIREMENTS OUTLINED IN THE PROCESS, MY ELIGIBILITY FOR CONTINUED AID WILL BE TERMINATED.

Date _____ Signature of Applicant _____

Date _____ Signature of Parents _____

FORM A

Applicant's Name _____ Date _____

Please provide a brief explanation of why Trinity should provide financial assistance toward your education?

What are your future goals and your plans for reaching these goals?

Please use this space to provide any additional information that you feel the committee should know about you in the consideration for financial assistance.

—

CHURCH PARTICIPATION VERIFICATION FORM

Form B (2 or more)

Applicant's Name: _____

Auxiliary/Sunday School _____

(Please return to the church office by May 20, 2011.)

Rating Scale:

4 – Outstanding

3 – Commendable

2 – Acceptable

1- Marginal

0 - Unacceptable

NA- Cannot evaluate and rate

Based on the above rating scale, rate the applicant on the following criteria:

Commitment to the Auxiliary/Sunday School

_____ Attendance (meetings, rehearsals, etc.)

_____ Behavior

_____ Attitude

_____ Full participation in auxiliary functions (a.m. and p.m. Sunday services)

_____ **Leadership Potential**

_____ **Maturity**

_____ **Responsibility**

_____ **Communication Skills**

How would you describe the applicant?

Name _____

Signature _____

Date: _____

CONFIDENTIAL FORM FOR EDUCATION RECOGNITION COMMITTEE USE ONLY

CHURCH PARTICIPATION VERIFICATION FORM

Form B (2 or more)

Applicant's Name: _____

Auxiliary/Sunday School _____

(Please return to the church office by May 20, 2011.)

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_____ Attendance (meetings, rehearsals, etc.)

_____ Behavior

_____ Attitude

_____ Full participation in auxiliary functions (a.m. and p.m. Sunday services)

_____ **Leadership Potential**

_____ **Maturity**

_____ **Responsibility**

_____ **Communication Skills**

How would you describe the applicant?

Name _____

Signature _____ Date: _____

CONFIDENTIAL FORM FOR EDUCATION RECOGNITION COMMITTEE USE ONLY

TRINITY MISSIONARY BAPTIST CHURCH
-Education Recognition Program-
Reference Form

Form C (2 minimum)

The Trinity Missionary Baptist Church has a passion for nurturing the complete balance of its members. Trinity supports strengthening its members through the pursuit of higher education. Trinity recognizes the accomplishments of its membership at different educational performance levels. Trinity supports educational achievement and encourages academic excellence. Through its **Education Recognition Program**, Trinity will recognize and/or assist members in good standing who have attained academic excellence and those who require financial assistance to continue their education beyond a High School diploma.

Name of Scholarship/Grant Applicant: _____
is seeking financial assistance from Trinity Missionary Baptist Church. He/She wishes you to be one of two character references in his/her pursuit of this monetary recognition. Please use the space provided on this Reference Form and/or additional paper to answer the questions completely. Use the self-addressed, stamped envelope to mail your completed form to Trinity Church by **May 20, 2011**.

-
1. As a reference, what is your relationship to the scholarship/grant applicant?

 2. How long have you known the applicant?

 3. In what type of activities (civic, service, church, school, work, etc.) have you observed the participation of the applicant?

 4. In what ways has the applicant contributed to the betterment of the organization or group through which you have been acquainted with him/her?

 5. In your opinion, what special skills, talents, or abilities does the applicant display?

6. In your opinion, does the applicant exemplify high moral and ethical values? Please provide examples.

7. In your opinion, will the applicant be successful in pursuing higher education (college, graduate school or trade school)? Please provide an explanation of your response.

8. In your opinion, does the applicant have the capacity to influence the community, nation, or world for the betterment of mankind? Explain your response.

(Please print or type)

Name _____ Signature _____

Home Address _____ Title _____

Phone Number _____ e-mail address _____

City, State, Zip Code _____ Date _____

TRINITY MISSIONARY BAPTIST CHURCH
-Education Recognition Program-
Reference Form

Form C (2 minimum)

The Trinity Missionary Baptist Church has a passion for nurturing the complete balance of its members. Trinity supports strengthening its members through the pursuit of higher education. Trinity recognizes the accomplishments of its membership at different educational performance levels. Trinity supports educational achievement and encourages academic excellence. Through its **Education Recognition Program**, Trinity will recognize and/or assist members in good standing who have attained academic excellence and those who require financial assistance to continue their education beyond a High School diploma.

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 2. How long have you known the applicant?

 5. In what type of activities (civic, service, church, school, work, etc.) have you observed the participation of the applicant?

 6. In what ways has the applicant contributed to the betterment of the organization or group through which you have been acquainted with him/her?

 5. In your opinion, what special skills, talents, or abilities does the applicant display?

6. In your opinion, does the applicant exemplify high moral and ethical values? Please provide examples.

7. In your opinion, will the applicant be successful in pursuing higher education (college, graduate school or trade school)? Please provide an explanation of your response.

8. In your opinion, does the applicant have the capacity to influence the community, nation, or world for the betterment of mankind? Explain your response.

(Please print or type)

Name _____ Signature _____

Home Address _____ Title _____

Phone Number _____ e-mail address _____

City, State, Zip Code _____ Date _____

Section 2: Dr. Robert E. Bailey Award for
Academic Excellence

TRINITY EDUCATION RECOGNITION PROGRAM
Dr. Robert E. Bailey Award for Academic Excellence

CHECKLIST

**(YOU AND YOUR PARENTS ARE NOT REQUIRED TO SUBMIT ANY
FINANCIAL INFORMATION for this Award)**

- 1. Check Application Package for completeness. Do I have all the material and forms? (Use only **FORM B and FORM D.**)
- 2. Complete **FORM D** (Complete all sections. All forms must be neat and legible.)
- 3. Submit Church Participation Verification forms to the President of each Auxiliary and/or Sunday School teacher for validation (**FORM B**). Please submit form to an Auxiliary leader/Sunday School teacher who is not a family member.
- 4. Complete Resume and enclose in application package
- 5. Attach all verification forms:
 - Acceptance letter on university letterhead
 - Copy of student's transcripts to verify GPA
 - Copies of test scores: SAT, ACT, GMAT, GRE, etc.
- 6. Confirm that church auxiliary president(s)/Sunday School teacher(s) have submitted verification forms (**FORM B**).
- 7. **Submit completed application package by the required May 20, 2011 due date. (Packages received after May 20, 2011 will not be reviewed unless prior notification has occurred and been approved by the Committee)**
- 8. Receive phone call or email from the Education Recognition Committee indicating your interview time and/or to request additional information for review in the application process.
- 9. Complete interview. (**Applicants must be on time!**)

CHURCH PARTICIPATION VERIFICATION FORM

Form B (2 or more)

Applicant's Name: _____

Auxiliary/Sunday School _____

(Please return to the church office by May 20, 2011.)

Rating Scale:

4 – Outstanding

3 – Commendable

2 – Acceptable

1- Marginal

0 - Unacceptable

NA- Cannot evaluate and rate

Based on the above rating scale, rate the applicant on the following criteria:

Commitment to the Auxiliary/Sunday School

_____ Attendance (meetings, rehearsals, etc.)

_____ Behavior

_____ Attitude

_____ Full participation in auxiliary functions (a.m. and p.m. Sunday services)

_____ **Leadership Potential**

_____ **Maturity**

_____ **Responsibility**

_____ **Communication Skills**

How would you describe the applicant?

Name _____

Signature _____ Date: _____

CONFIDENTIAL FORM FOR EDUCATION RECOGNITION COMMITTEE USE ONLY

CHURCH PARTICIPATION VERIFICATION FORM

Form B (2 or more)

Applicant's Name: _____

Auxiliary/Sunday School _____

(Please return to the church office by May 20, 2011.)

Rating Scale:

4 – Outstanding

3 – Commendable

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Based on the above rating scale, rate the applicant on the following criteria:

Commitment to the Auxiliary/Sunday School

_____ Attendance (meetings, rehearsals, etc.)

_____ Behavior

_____ Attitude

_____ Full participation in auxiliary functions (a.m. and p.m. Sunday services)

_____ **Leadership Potential**

_____ **Maturity**

_____ **Responsibility**

_____ **Communication Skills**

How would you describe the applicant?

Name _____

Signature _____ Date: _____

CONFIDENTIAL FORM FOR EDUCATION RECOGNITION COMMITTEE USE ONLY

TRINITY EDUCATION RECOGNITION PROGRAM
Pastor's Award for Academic Excellence
(Form D)

PERSONAL INFORMATION

Name of Student _____ Date of Birth _____

Address _____ Telephone _____

No. _____

Street

City/State

Zip Code

AreaCode/Number

Present School _____ No. Years Attended _____

Graduation Year _____

Are you a member of Trinity Missionary Baptist Church? _____ No. of Years Attended _____

With what church activities are you affiliated?

What position do you hold?

COMMUNITY SERVICE INVOLVEMENT

List and describe any community services in which you participate. _____

HIGH SCHOOL SCHOLASTIC RECORD

Rank in class _____

Grade Point Average (GPA): _____

<u>Test Scores:</u>		
S.A.T. _____	Language _____	Mathematics _____
A.C.T. _____	Language _____	Mathematics _____
G.M.A.T. _____	Language _____	Mathematics _____
G.R.E. _____	Language _____	Mathematics _____

(Attach a copy of student's transcript and an official copy of test scores.)

HIGH SCHOOL ACTIVITY RECORD

School activities: _____

Year(s) _____

Year(s) _____

Honors (Academic and Non-Academic)

EDUCATIONAL PLANS

Choices of schools: 1) _____ Accepted

2) _____ Accepted

3) _____ Accepted

Field of study

(Attach copy of acceptance letter on university letterhead.)

I HEREBY AFFIRM THAT THE INFORMATION PROVIDED IN THIS APPLICATION IS COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I HEREBY AFFIRM THAT I WILL UPHOLD THE TEACHINGS AND PRINCIPLES OF TRINITY CHURCH.

Date _____ Signature of Applicant _____

Date _____ Signature of Parents _____

Page 1 of 2

TRINITY EDUCATION RECOGNITION PROGRAM
Dr. Robert E. Bailey Award for Academic Excellence
(Form D)

Applicant's Name _____ **Date** _____

What are your future goals and your plans for reaching these goals?

List goals beyond your personal educational goals? How would you influence the community to improve the plight of others?

Please use this space to provide any additional information that you feel the committee should know about you in consideration for the Dr. Robert E. Bailey Award for Academic Excellence.