



Hoosier Burn Camp, Inc.

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 Hoosier Burn Camp

The Aaron Norwood Memorial Scholarship Fund

The Aaron Norwood Memorial Scholarship was established in 2007 in honor of Aaron Norwood, a burn survivor who passed away in 2003. This scholarship serves as a living legacy to a special person who touched the lives of many over the years as a Hoosier Burn Camp camper, C.I.L.T., and likely eventual staff member. This (up to) \$2000.00 scholarship will reward deserving students seeking higher education toward the cost(s) of tuition, approved education materials, and/or housing. The scholarship(s) will be awarded twice per calendar year (May and January).



Applicant Criteria

- Higher Education consists of, but is not limited to College, University, Trade School, Apprenticeship, GED, Certification, or License.
 - A burn survivor with at least 1 year of attendance at Hoosier Burn Camp, Inc. Stronger consideration to applicants with longer tenure, especially those who have participated in the C.I.L.T. program (Camper in Leadership Training).
 - Must be currently enrolled in classes or starting classes in a timely manner.
 - Consideration will be given to applicants who have shown effort during their last education period. Applicant must maintain a B average or higher to be eligible for the full scholarship (\$2000).
 - Applicant can also apply both application terms. Special consideration will be given to applicants who have not yet received application grant money.
- Past scholarship recipients do not need to submit a full application UNLESS the applicant is changing degrees or schools. You do NOT need additional letters of recommendation or another essay. However, you DO need to submit the following:
 - Page 2 (Applicant and School information page)
 - Transcripts
 - **MUST be available to attend Visitor's Day (summer cycle) or Winter Gathering (winter cycle) to accept the scholarship. Please check the website for dates or contact Chad or the HBC office with questions.**

The Aaron Norwood Memorial Scholarship Fund Application

Applicant & School Information Page

Please print clearly or type

Application Deadline: **April 25th or December 28th**

(depending on Summer or Winter cycle)

Applicant's Name: _____ DOB: ____/____/____

E-Mail: _____

Permanent Address: _____

Street

City

State

Zip Code

Home Phone Number: _____ Cell Phone Number: _____

Parent(s) or guardian(s) full names: _____

****Attendance at the Winter Gathering for the Winter cycle or Visitors' Day for the Summer cycle is mandatory in order to receive scholarship.**

I will attend: Winter Gathering (January in Brown Co.) Visitors' Day (during camp in May)

Last High School Attended: _____

Name

City

State

**Please note you must maintain a B average in order to request the full amount.

Amount Requested** (up to \$2000.00): _____

Request is to be used toward: _____

Are you receiving or have you received any other scholarships? _____

Name of Location applicant will pursue their higher learning: _____

Institution Name

Address

City

State

Zip Code

Name of Academic Advisor

Phone Number

E-Mail (if applicable)

Course Description: _____

Have you already been accepted?: _____ Dates Attending: _____

****Information on where to send funds should you receive a scholarship:**

Institution Name: _____

Address: _____

Student ID: _____

Contact Person: _____

Additional Info: _____

Please attach:

- Copy of transcripts from previous semester of school attended.
- Two letters of recommendation from teachers, advisors, or adults (non-family members).
- One page essay outlining education goals, career goals, and how Hoosier Burn Camp has made an impact or difference in your life.

LETTERS OF RECOMMENDATION

PLEASE FOLLOW THESE INSTRUCTIONS EXACTLY

TO THE APPLICANT: Complete the top of the Recommendation Form before giving it to the people you have chosen to recommend you.

Chosen evaluators should be adults who can personally testify to your academic abilities and personal character.

Chosen evaluators **cannot** be your relatives.

No application will be considered complete without this information.

IMPORTANT:

- Be sure to complete the front of EACH letter of recommendation
- provide an envelope to evaluator
- provide a copy of these instructions to each evaluator.

It is your responsibility to insure that both of the completed and signed letters of recommendation are submitted at the same time of your application to the scholarship award committee. **THE APPLICANT IS NOT TO OPEN THE SEALED LETTERS. FAILURE TO FOLLOW DIRECTIONS REGARDING SEALED LETTERS WILL DISQUALIFY THE APPLICANT.**

TO THE EVALUATOR: The information that you supply concerning this applicant's personality and motivation is very important in the final evaluation.

No application will be considered complete without this information.

IMPORTANT:

After you have completed this recommendation, seal it in the provided envelope with the applicant's name written on the outside of the envelope.

Return the envelope to the applicant for submission to the Scholarship Award Committee.

For further information, contact: Chad Abel at 317-716-7541 or Mark Koopman at 765-242-9501 or Valerie McCain 765-490-6378

***Please return completed application by
April 25th (summer cycle) & December 28th (winter cycle)
Hoosier Burn Camp, Inc.
P.O. Box 233 Battle Ground, IN 47920***

Aaron Norwood Memorial Scholarship

LETTER OF RECOMMENDATION

Applicant's Name _____
Last First Middle

Applicant's Address _____
Street

City State Zip

1. How long have you known the applicant? _____

2. Under what circumstances have you known the applicant: _____

3. Do you believe the applicant has the ability and is likely to succeed in a post-secondary Educational program? _____ YES _____ NO (please explain why or why not)

4. Based on your knowledge of the applicant, please answer the following questions:

a) What are the applicant's greatest strengths and assets?

b) What are the applicant's greatest weaknesses and liabilities?

5. Please summarize your primary reason for recommending this applicant-merit, need, etc.

(PLEASE PRINT)

Evaluator's Name _____
Last First Middle

Occupation or Title _____

Evaluator's Address _____
Street

_____ City State Zip

Evaluator's Phone _____ or _____
Area Code Daytime Area Code Evening

Signature: _____ Date _____

(Note: This recommendation will not be considered complete without the evaluator's signature)

By-laws of the Aaron Norwood Memorial Scholarship Fund

Article I

Section 1. Name of Fund

The Fund shall be known as the Aaron Norwood Memorial Scholarship Fund.

Section 2. Purpose and Main Objective

This is to serve as a living legacy to Aaron Norwood. The purpose and main objective of this fund is to provide higher education scholarship grants to applicants who have attended at least one year at Hoosier Burn Camp.

Article II

Section 1. Board of Trustees

The Aaron Norwood Memorial Scholarship Fund here in-after referred to as the “Education Fund” shall be managed by a Board of Trustees, here in-after referred to as the “Memorial Fund Committee.”

This Memorial Fund Committee shall be appointed by Chairman of the Committee and current Hoosier Burn Camp Executive Director here in-after referred to as “Executive Director”. The Chairman of the Committee shall be a non-voting member except in the case of a tie vote, where the Chairman shall cast the tie breaking vote.

Additional Education Fund Committee Members shall include:

1. The current Executive Director of Hoosier Burn Camp, Inc.
2. Two (2) Active Hoosier Burn Camp Volunteer Staff
3. One (1) Active Hoosier Burn Camp Board Member
4. One (1) Active Hoosier Burn Camp Donor
5. One (1) relative of the Aaron Norwood (Miller) family.

Section 2. Length of Term

All Education Fund Committee Members shall serve at the discretion of the Chairman/Hoosier Burn Camp Executive Director.

Article III

Section 1. Depositing Funds

All funds donated to the Education Fund, either through direct donation or through fund raising activities, shall be directed to the Executive Director for deposit into the Fund. The Education Fund will be accounted for separately from other Hoosier Burn Camp donations. The Education Fund account will be reviewed by at least two (2) Memorial Fund Committee members and the Hoosier Burn Camp Board of Directors each meeting.

Section 2. Sustaining the Scholarship

As continuity of the Education Fund is of primary importance, the Chairman and Committee shall meet at least once each year to review dedicated fundraisers earmarked solely to sustain the education fund. The Memorial Fund Committee shall play a large active role in the planning and organization of the aforementioned fundraisers. A percentage no smaller than 2% and no larger 7% of surplus Hoosier Burn Camp donations will be added at the end of each calendar year. Extra money in the Education Fund not awarded as scholarships will roll over into the next application cycle.

Section 4. Meetings

The Education Fund Committee shall meet, at a minimum, on a quarterly basis for review of the Fund and to review any applications received. Three (3) Memorial Fund Committee members are needed for a quorum. Additional meetings shall be called by the Chairman as the need arises.

Article IV

Section 1. Applicant Procedure

All applications shall be submitted a minimum of thirty (30) days prior to the time funds are needed.

Applicants for scholarship grants shall submit the following information to be considered for a grant.

1. A completed Aaron Norwood Memorial Scholarship Fund Application.
2. Copy of transcripts from previous semester of school attended.
3. Two letters of recommendation from teachers, advisors, or adults (non-family members).
4. One page essay outlining education goals, career goals, and how Hoosier Burn Camp has made an impact or difference in your life.

All applicants are to be interviewed by oral board or over the telephone. All questions are to be the same, but with opportunity to allow Memorial Scholarship Committee members to ask follow-up questions.

Section 2. Number of Available Grants

The Education Fund Committee shall review all information and grant scholarships at the recommendation of the committee. Acceptance into school/program first is not necessary, but scholarship grant will not be awarded unless they are accepted in that scholarship period. There will be two scholarship periods, one in the winter, and another in the summer.

Section 3. Amount of Grants

The maximum amount of each scholarship grant per applicant is ‘up to’ and shall not exceed one thousand dollars (\$2000.00) per period. Should the number of applicants exceed the number of grants available, priority will be given to first time applicants. Special consideration will also be given to applicants who have served longer tenure as a Hoosier Burn Camp camper and in the C.I.L.T. (Camper in Leadership Training) program. Grants shall be available for current or following semester only.

Section 4. Withdrawal of Funds For Scholarships and/or Expenses

Any withdrawal of committee approved funds for grants from the Education Fund shall be done using proper withdrawal slips.

All checks shall be made out jointly to the applicant and the institute of learning. All checks will require two signatures of committee members. Financial records will be reviewed each quarter at Education Fund Committee meetings.

Copies of all documentation, including withdrawal slip and check shall be made a part of the Education Fund record.

Section 5. Payment of Funds From Scholarship Grants

Scholarship grants shall pay for tuition, approved education materials, and/or housing. This includes, but is not limited to: books, lab fees, parking fees, activity fees, and living expenses.

Article V

The By-laws of the Aaron Norwood Memorial Scholarship Fund may be amended and/or changed by a majority vote of the Board of Trustees. All trustees and members of the Hoosier Burn Camp Board of Directors shall be notified in advance of any proposed changes.

The Aaron Norwood Memorial Scholarship Fund By-laws were amended and approved, this _____ day of _____, 2____.

Chairman

Hoosier Burn Camp Executive Director

Trustee

Secretary

Trustee

Trustee