



# Named Scholarship Agreement & Guidelines

Thank you for your interest and support of students in SAISD! This form is to facilitate the acceptance of scholarship funds to be awarded by the SAISD Foundation on your behalf and to assist San Antonio ISD in recruiting students for this scholarship.

- 1. Name of Scholarship:
- 2. Please indicate how you would like this gift listed:
- 3. Given by:
- 4. Total amount of each scholarship award:
- 5. How many scholarships will be given annually?
- 6. For how many years is each scholarship awarded?
- 7. Do you want to issue checks once or twice a year?
- 8. Minimum GPA to retain scholarship:

*(Students who fail to maintain the minimum GPA requirement will be on probation until the next semester at which time the determination will be made whether to continue the scholarship.)*

- 9. Would you like the check to be issued to the college/university or to the student?
- 10. Purpose of scholarship:
- 11. Is scholarship benefiting a specific school, specific program or District wide?
- 12. If the scholarship is for a specific school, please list school name:
- 13. Will students be selected by an external scholarship committee or by school/district or scholarship committee?  
If by external committee, please list contact:

Primary Name: Phone: Email:

Secondary Name: Phone: Email:

14. Are you utilizing the SAISD Foundation application or an external application? If external, please list or attach a copy for our records.      Yes      No (Please attach a copy of the application )

15. If you would like SAISD’s assistance in soliciting applications, please continue. If you do not want SAISD to promote this scholarship or accept applications on your behalf, skip question number 16.





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16. Please attach or list any specific criteria for all scholarship awards. This may include area of study, GPA, income, or special interests.

17. If you are selecting recipients, please list the maximum number of applications you want to review:

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Donations can be made payable to the San Antonio Foundation for Excellence in Education, Inc. dba SAISD Foundation with the fund name listed in the memo line and mailed to 2411 San Pedro, San Antonio, TX, 7821. Please note the SAISD Foundation operates as a 501(c)(3) Organization under Tax ID # 74-2861587. Arrangements can be made to accept credit cards and/or payments online.

I understand that these funds will be kept in a restricted fund by the SAISD Foundation for the purposes outlined above. I also understand that there will be a one-time set-up fee of \$250 and a \$100 yearly maintenance fee for up to three student awards per academic year. See attached Managed Scholarship Process for services provided through annual fee. In case of inactivity, restricted funds will revert to the SAISD Foundation general scholarship fund for SAISD students after 24 months. Restricted purposes can be amended by an authorized person of this account by written request via mail, fax or email at any time.

**If the scholarship is not funded by January 31<sup>st</sup> of each year it will be suspended until the next year and will be removed from our website until funds are received.**

Thank you for investing in the students of SAISD!

Reporting regarding this scholarship should be sent to the following person.

Name:

Address:

Email:

Phone:

I verify that this document accurately reflects the intentions of the scholarship I have created.

Signature: \_\_\_\_\_

Date:





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