



Named Scholarship Agreement & Guidelines

Thank you for your interest in supporting the college aspirations of San Antonio ISD students! This form is designed to facilitate the acceptance of scholarship funds to be awarded by the SAISD Foundation on your behalf and to assist students in determining if they are a possible fit for this scholarship. We welcome the opportunity to visit with you to support the completion of this form.

1. Name of scholarship (for website) _____
 2. Given by: _____
 3. Anonymous or acknowledged by a different name/entity: _____
 4. Number of scholarships awarded annually? _____
 5. Amount of each scholarship award annually: _____
 6. For how many years is each scholarship awarded? (We highly encourage 2 years) _____
 7. Purpose of scholarship (to be shared on our website):

 8. Is this scholarship for students at a specific school or district-wide? _____
 - 8a. If the scholarship is for a specific school, please list the school name: _____
 9. Please list any specific criteria for all scholarship awards. This may include area of study, GPA on a 100-point scale, income, special interests, or academic or co-curricular program.

 10. Please list any additional information to ensure the scholarship is managed within the donor's intent.

- Please note that the SAISD Foundation is prepared to select recipients for your review based on both your criteria and intent and the ratings of our volunteer scholarship reviewers.
11. Do you have an external selection committee that wishes to select the winning student? _____
 - 11a. If so, what is the maximum number of scholarships your committee wishes to review? _____
 12. It is our policy to pay scholarships to the college/university. In cases where the scholarship will negatively affect a student's financial aid, do you permit to pay the student directly for school-related expenses? _____
 13. Is this a memorial scholarship? _____



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Example of website description:

The Find Your Joy Scholarship

This \$1,250 scholarship, renewable for up to four years, is for a graduating senior from the Highlands Engineering and Manufacturing Program who plans on obtaining an advanced degree or certification in one of the STEM-focused trade areas (manufacturing, engineering, drone technology, robotics, welding, etc.). This scholarship was established in honor of Joy Eagle and is given by her daughter, Catherine Brendel (former teacher at Highland Hills), and her children Benjamin, Anthony, and Emily Joy.

Student Eligibility: 79% GPA or higher; graduating senior at Highlands High School in the Engineering and Manufacturing program; plans to go into one of the trade areas listed above and is enrolling in a related program. Funds will support tuition and/or equipment/tools needed for the program.”

Donations can be made by check payable to the SAISD Foundation with the scholarship name listed in the memo line and mailed to SAISD Foundation, 2411 San Pedro, San Antonio, TX, 78212. 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 with the donor selecting to cover the credit card fees to ensure the full amount of the intended scholarship gift is available to award to the student/s.

After visiting with SAISD Foundation staff and any necessary edits have been made, you will be asked to execute and sign this document.

I understand that these funds will be kept in a restricted class 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 to support the SAISD Foundation’s management of the scholarship. The restricted purposes or criteria for this scholarship can be amended by an authorized person of this account by written request via mail, or email at any time.

Please note, in cases of inactivity for 24 months or more, restricted funds will revert to the SAISD Foundation’s general scholarship fund to benefit SAISD students.

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

Authorized persons for this scholarship include the following:

Name: _____ Phone: _____

Email: _____

Name: _____ Phone: _____

Email: _____

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

2411 San Pedro | San Antonio, TX | 78212 | Tax ID #74-2861587
(210) 554-2235 | SAISDFoundation.com | SAISDFoundation@saisd.net



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Name: _____ Address: _____

Email: _____ Phone: _____

Name: _____ Address: _____

Email: _____ Phone: _____

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

Signature: _____ Date: _____