

Richmond / Madison County NAACP MID-CYCLE Scholarship  
Requirements UPDATED SEPT 2021  
Richmond/Madison County NAACP Branch  
P O BOX 105  
Richmond, KY 40476-0105

**PURPOSE:** The Richmond/Madison County NAACP, Branch # 3099, establishes a MID-CYCLE Scholarship Fund to provide financial assistance for adults within the community.

Those who may not be a current student, but wish to pursue a course of study leading to a diploma/ certificate/ or other on the job training programs (OJT) at a trade, skill, technical or vocational school or those planning to attend a short course leading to a certificate that will make them more qualified to obtain a better job or pursue a different career.

Richmond residents receive first priority and others will be considered if funds permit. Funds will be paid to the training program and cannot exceed 80% of the total cost of the class/program for the time period specified by the program.

The NAACP Branch #3099 is partnering with specific local programs (Liberty Place, Hope's Wings Inc., New Opportunity School and New Liberty Homeless Shelter) and local ministers to offer, at least, two(2) scholarships per calendar year, funds permitting. Other organizations can request to be included in the partnering plan.

**ELIGIBILITY:**

- 1) Open to Richmond/Madison County residents that are not yet enrolled, attending or scheduled to attend a trade, skill, technical or vocational school or short course.
- 2) Preference will be given to those students who have the greatest financial need as funds are available.
- 3) Recipients must plan to enroll in or be enrolled in accordance with the program plan.
- 4) Recipients can apply annually but may only receive a maximum of up to 2 awards, as long as they are progressing satisfactorily toward completion of their program.

**APPLICATION:**

- 1) An application must be submitted to be considered for a Scholarship award.
- 2) Applications will be accepted throughout the year to accommodate course/class start date.
- 3) The Deadline for January courses/classes is DECEMBER 15th of each year.
- 4) In addition to the supplied application form, the following must be submitted by all applicants:
  - (a) Official copy of transcript/progress report if currently enrolled in a program
  - (b) One paragraph essay of your personal educational/vocational goals.
  - (c) Letter from advisor /program coordinator from the partnering organization recommending the applicant for the program/class/course of study.
  - (d) Letter of acceptance from the school/program.

- (e) Letter from the Financial office if the school/program explaining the cost of the class/program.
  - (f) Completion of the 4 essay questions listed on the application.
- 5) APPLICATION is to be given to your partnering organization's advisor/ program director for submission to the NAACP Branch.

**SCHOLARSHIP AWARD:**

- 6) Scholarship awards will be determined annually by the Richmond/Madison County NAACP Scholarship Committee. Appointment/establishment of the committee will be by the Branch President and will consist of at least three members.
- 7) MAXIMUM scholarship award will not EXCEED 80% of the cost of the program/class.
- 8) At no time should the aggregate scholarship award for one year exceed 50% of the balance of the scholarship fund.
- 9) The partnering advisor/program director will complete a recommendation for the applicant and provide the completed application to the NAACP Scholarship committee anytime during the calendar year. ( Note December deadline for January classes/programs)
- 10) Scholarship awards will be announced on an ongoing basis as FUNDS PERMIT, with ceremonial presentations to be given at a later date.
- 11) ALL funds will be paid to the school/facility/program when the recipient:
  - a) Provide a letter from the school confirming his/her acceptance for the upcoming semester/quarter or continued study prior to delivery of the scholarship.
  - b) Provides a Certified transcript or progress report of past semester/quarter grades or status report prior to delivery of the scholarship, if currently enrolled in a program.
  - c) Other documents as requested by the Scholarship committee prior to delivery of the scholarship.

APPLICANTS ARE TO GIVE THEIR APPLICATION TO THE ADVISOR OT PROGRAM DIRECTOR. ADVISORS/PROGRAM DIRECTORS please send applications to:

EMAIL: NAACP.richmondky@yahoo.com

OR

PLEASE MAIL ALL DOCUMENTS IN A SEALED ENVELOPE TO:  
Richmond/Madison County NAACP Branch  
ATTN: SCHOLARSHIP COMMITTEE  
PO BOX 105  
Richmond, KY 40476-0105

NOTE: INCOMPLETE FILES WILL NOT BE CONSIDERED FOR A SCHOLARSHIP AWARD.

**Richmond / Madison County NAACP MID-CYCLE Scholarship  
APPLICATION UPDATED SEPTEMBER 2021**

Richmond/Madison County NAACP Branch

P O BOX 105

Richmond, KY 40476-0105

**PLEASE PRINT OR TYPE**

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

How long have you lived in Richmond/ Madison County? \_\_\_\_\_

Email address \_\_\_\_\_

Phone Number \_\_\_\_\_

School you plan to or attend: \_\_\_\_\_

Have you been accepted by the school: \_\_\_\_\_

Field of study: \_\_\_\_\_

Date of Graduation? \_\_\_\_\_ Current GPA/status: \_\_\_\_\_

**Please describe your personal educational/vocational goals and how will this training help you reach them?**

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**What is your best personal strength/characteristic and how will it help you succeed in this program/course of study?**

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**How do you plan to keep yourself mentally and emotionally healthy?**

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**How do you plan to contribute to your community in a positive way?**

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**I have read and understand the guidelines for applying for the Richmond / Madison County NAACP Scholarship. I am enclosing ALL REQUIRED documents with this application.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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