Bylaws of the Kiwanis Club of Asbury Park, Inc

Scholarship Committee

Introduced: March 16th, 2022
Submitted to Board of Directors: [TBD]
Approved: [TBD]

Amended Date	President	Secretary	Introduced	Seconded	Approval
March 12, 2022	Michelle Grezner	Karen Baker			

Scholarship Committee
Kiwanis Club of Asbury Park, Inc.

Objectives

1. To assist students in offsetting some of the costs of the first year of college.

Background and Rules of Committee

1. The Scholarship Committee of the Kiwanis Club of Asbury Park will be responsible for receiving all applications for student aid, making recommendations to the Board of Directors concerning worth candidates, and seeing to the disbursement of funds;
2. The Scholarship Committee shall consist of four members appointed by the President. At least three members from the previous year committee will be reappointed to insure continuity of committee operations;
3. The number of awards, amount of awards, and number of schools may be expanded as the scholarship account grows, and principal is added from other sources. New and different scholarship opportunities may be offered with approval of the Scholarship Committee and the Board of Directors.
4. Gifts, bequests and donations will be gratefully accepted, and the benefactors can be assured that this account will only be used to support the scholarship program, and according to the terms of the said donations.
5. Awards will not be made from the scholarship account without the approval of the Scholarship Committee and the Board of Directors.
6. Decisions of the Scholarship Committee will require at least three (3) affirmative votes. Any absent member of the committee may be represented and vote by proxy.
7. The Scholarship committee shall give a full financial report each year at the Kiwanis Club of Keyport, Inc Annual Meeting.
8. Scholarship Committee Operating Forms:
    a. Student Application (attachment A)
    b. By-Law Article Establishing the Student Aid Scholarship Committee
9. Other monetary awards to schools (grammar school graduation awards, essay contests, etc.) can be considered dependent on funds available from the budget set by the Treasurer and Board of Directors from the previous year.
10. The Scholarship Committee is charged with the responsibility of carrying out the above guidelines.
11. All the above can be added to, deleted from, by due process, with the approval of the Scholarship Committee and the Board of Directors.

1. March of each year, applications will be made available to the schools in the Service Leadership Program. Committee to be formed by January on same year.
2. By the 1st Friday of May, of each year, Kiwanis Club of Asbury Park, Inc. applications are to be received by the Scholarship Committee for review. Mailing address: Kiwanis Club of Asbury, Inc., PO Box 778, Keyport NJ 07735-0778 OR by email with the words listed "Attn: Scholarship Committee".
3. By, no later than, May 31st of each year, approved names will be recommended by the Scholarship Committee and the Board of Directors.
4. Alternate selection procedures may be considered by the Kiwanis Club of Asbury Park, thru the Scholarship Committee and the Board of Directors.
5. Priorities for use in selection of the scholarship recipient:
   a. High achievement and ability
   b. Financial need
   c. Other priorities can be added over time but must be approved by committee, approved by the Board of Directors.

Internal Kiwanis Scholarship Rubric

Application Requirements			
Item to be Scored	**Lowest Points**	**Highest Points**	**Points Award**
Mentions Higher Education Institution	0	1	
Mentions Field of Study	0	1	
Mentions Future Career Goals	0	1	
Activities (9-12)	0	4	
Leadership Positions (9-12)	0	4	
Honors and Awards (9-12)	0	4	
Employment (9-12)	0	4	
Personal Statement	0	10	
Letters/References	0	2	
Transcript	0	1	
	Total Lowest: 0	Total Highest: 32	
Other Factors for Rubric Scoring			
Item to be Scored	**Lowest Points**	**Highest Points**	**Points Award**
GPA	0	4	
Formatting, Limited Typos	0	1	
Flow/Easy to Read	0	1	