

# 2021 Scholarship Program

Thank you for your interest in the Palumbo Family Foundation scholarship program. The program is open to high school seniors and undergraduates with a minimum GPA of 3.0

Please read through the rules and requirements before starting the application process. ***If you do not meet any of the rules and requirements you are ineligible for the scholarship program. Understand that exceptions cannot and will not be made to any of the requirements.***

The application period for the 2021 scholarship program is January 1 through midnight March 31, 2021. Application submitted after midnight on March 31<sup>st</sup> will not be accepted.

## Rules and Requirements

- Permanent resident for a minimum of 6 months prior to application date in Cook, Dupage, Kane, Lake, or Will counties of Illinois.
- US Citizen
  - If selected as a finalist, proof of citizenship is required.
- Grade Point Average (GPA) 3.0 or above
  - If selected as a finalist, a complete transcript reflecting a GPA of a minimum 3.0 is required.
- **If** selected as a finalist a 1040 Federal Income Tax return form from 2020 reflecting an annual adjusted income of \$63,000 or less on which the applicant is claimed as a federal tax exemption is required.
- Will enroll in a full time or part time undergraduate course work at an accredited two- or four-year college, university, or vocational/technical school beginning with the fall term of 2021 through February 1, 2022.
- **If** selected as a finalist, two or more references from a teacher, coach, religious organization, or supervisor of a community service program.
- **If** selected as a finalist, consent to my name and photo being used for the Palumbo Family Foundation promotional materials including, but not limited to: website post, yearly newsletters, and fundraising event programs.

## Scholarship Application

The application has three sections. The acceptable format is a Microsoft Word document or a pdf saved and submitted with the file names listed by each section. All three sections must be completed and submitted for eligibility. The Foundation is not responsible for applications submitted in the incorrect file names and formats.

- 1) Outline of extracurricular activities, community service, and volunteer work (last name first name activities i.e. Doe John Activities). Type your name on the document.
- 2) Essay (last name first name Essay i.e. Doe John Essay). This is a vital part of the application process.

This is where you tell the Foundation why they should select you for a scholarship.

- Limited to two pages, line spacing of at least 1.5

- Use spell check. Presentation counts.
- Type your name on the top of the essay.
- *Suggested topics.*
  - ✓What are your educational/academic goals?
  - ✓Why have you chosen this field of study?
  - ✓What are your future career plans?
  - ✓How do you plan to use your studies to achieve your future career plans?
  - ✓What person or life-changing experience has made you who you are today?
  - ✓Which community service projects are you most proud of and why?

## Application Process Timeline

- Application submittal deadline is midnight March 31, 2021.
- Applicant will be notified by email if selected as a finalist or not selected by no later than April 30, 2021.
- If selected as a finalist (only required if you are notified that you were selected as a finalist) the following documentation is required and must be postmarked by no later than May 15, 2021 or emailed to [info@palumbofoundation.org](mailto:info@palumbofoundation.org).
  - Proof of Citizenship. Photocopies of the following are acceptable:
    - United States birth certificate
    - United States passport
    - United States naturalization certificate
    - Consular Certificate of Birth Abroad
  - 1040 **Federal Income Tax return form** from 2020 reflecting an annual adjusted income of \$63,000 or less on which the applicant is claimed as a federal tax exemption is required.
    - Note: An IRS Tax Account Transcript is not the same document and will not meet this requirement. *This is the only form acceptable for verification.* If the 1040 Federal Income Tax return form cannot be provided, you are ineligible for the scholarship program. Exceptions cannot and will not be made. Understand, even if the income level is below the threshold for filing a 1040 Federal Income Tax return form, a form can be filed. Please do not email if anything other than the above form will be excepted. It will not.
  - A minimum of two references from a teacher, coach, religious organization, or supervisor of a community service program. There is the option of your reference emailing the letter to [info@palumbofoundation.org](mailto:info@palumbofoundation.org)
    - College application references are not accepted.
    - References should be addressed to the Palumbo Family Foundation and must be dated after the date notified as a finalist.
  - A complete transcript reflecting a GPA of a minimum 3.0 is required.
- Finalist who have met all the requirements and are eligible for a scholarship will be scheduled for an interview at a date to be determined by the Palumbo Family Foundation board. Usually the interviews are done on designated Saturdays during the month of June.
- Notification if selected for a scholarship and the amount by mail postdated no later than July 1<sup>st</sup>.
- Funding of scholarship to the college attending on your behalf by August 31<sup>st</sup> or payment due date.