

# Red & Gena Leonard Foundation Scholarship

**Agency/Organization:**

**Red & Gena Leonard Foundation**

**Deadline:**

**March 15, 2014**

Seniors, check your school email account for an Excel sheet that you can fill in and then print or you need a typewriter to complete the cover page Section I, II, and III.

**Criteria:**

Seniors who demonstrate financial need, have average grades and a desire to work in a trade and are attending an Oregon college.

**Instructions:**

Pick up the application in the Counseling Center, download the attachment, or go online to [www.leonardfoundation.org](http://www.leonardfoundation.org). Need 2 letters of recommendation, 1 essay, a transcript, SAR showing EFC, and an activity sheet. Check your email for an Excel cover sheet so you can type in it and print it off.

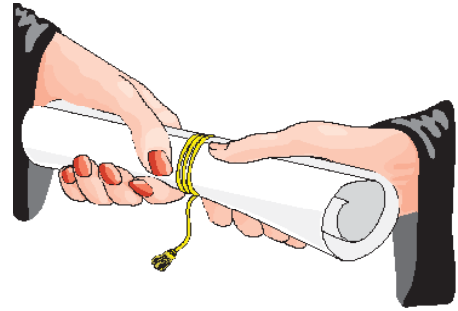
**Name and Phone/Email:**

Tracy Gammell 541-564-9177 [rglfoundation@qwestoffice.net](mailto:rglfoundation@qwestoffice.net)

**Website Address:**

<http://www.leonardfoundation.org>

# Red & Gena Leonard Foundation



## Scholarship Application

Read all instructions. Answer all questions and supply a copy of your transcripts, Student Aid Report showing your EFC (SAR is supplied by the US Department of Education after your FAFSA is submitted), list of extracurricular activities, goal essay, and letters of recommendation.

Completed applications  
(with attachments)  
must be postmarked no  
later than March 15th.

Questions?  
Call Tracy Gammell,  
Executive Director at  
(541)564-9177  
rglfoundation@qwest.net

### Mail to:

Red & Gena Leonard Foundation  
P.O. Box 1024  
Hermiston, Oregon 97838

The Red & Gena Leonard Foundation was established by the late Red & Gena Leonard to improve the educational opportunities of average students of good character with poor financial circumstances who have a desire to seek further educational opportunities.

## Eligibility Requirements

1. Applicant must graduate from High School or obtain a GED from one of the following towns: Arlington, Boardman, Echo, Hermiston, Pendleton, Umatilla, Irrigon, Fossil, Condon, Monument, Ukiah, Stanfield, Heppner, Ione, Pilot Rock, or Spray.
2. Financial need.
3. Average grades.
4. Desire to work in a trade.
5. Must attend an Oregon college or trade school (unless the training you need is not offered in Oregon).

**Section I - Complete all questions. IMPORTANT**

Last		First		MI
Home Address		City	State	Zip
Home Phone				
Marital Status: Married/Single/Divorced/Widowed		Social Security Number	Date of Birth	Sex: Male/Female
US Citizen: Yes/No				
Oregon Resident: Yes/No	E-Mail	Dependant Children: List Ages		

**Section II - Complete all questions. IMPORTANT**

College you plan to attend (if you are not sure which college you plan to attend pick the college you are most interested in then attach other choices on separate paper)			
Address of College		City	State
		Zip	
Major / Degree or certificate you are trying to receive			
Name of High School		City	Date Graduated
		State	
Other High Schools attended		City	Date attended
		State	
College or Trade School Attended		City	Dates attended
		State	

**Section III - Complete all questions.**

1. Provide information for your parents if you are still considered their dependent. Provide information for yourself (and spouse if applicable) if you are over the age of 23 and no longer a dependent of your parents.
2. List all people being supported by this income. For example: Father, Mother, and 3 children would total five. Make sure to write how many people in this number will be attending college (including yourself). For example if you and your brother are both in college full time, write "two".
3. List any unusual expenses or financial circumstance that you would like us to consider. For example (1) any extreme medical condition that requires expensive medications. (2) any change to family income such as loss of parent's job.

I am providing information for my: Parents/ Spouse - Self				
Father or Spouse Name		Father or Spouse Address		City
				State
				Zip Code
Father or Spouse Occupation		Home Phone		Work Phone
Mothers Name		Mothers Address		City
				State
				Zip Code
Mothers Occupation		Home Phone		Work Phone
Family's adjusted gross income from tax return (Attach copy of FAFSA)		Number living at home (include parents, siblings, self)		Number in college (Must be full time)
List any other unusual expenses or change in financial circumstance you would like us to consider				

## **IV. ACTIVITIES**

*High school seniors attach a separate sheet of paper listing any work for pay, organization, club, sports program, community involvement or other extracurricular activities. Show dates of involvement as well as duties performed and offices held. Current college students please do not list high school activities. This may be an essay or in spreadsheet form. **No longer than one page.***

## **V. GOALS**

*Attach a separate sheet of paper explaining: (1) your career and educational goals; (2) how you plan to accomplish these goals; (3) why you should be considered for this scholarship. **Please be sure to address all three issues in your essay.** This essay should be no longer than one page.*

## **VI. TRANSCRIPTS**

FAILURE TO PROVIDE TRANSCRIPTS INVALIDATES YOUR APPLICATION WITH NO EXCEPTIONS. DO NOT SEND GRADE REPORTS OR SUMMARIES.

The safest way to get your transcripts to us on time is to attach them to the application form. Photocopies are accepted - we do not require sealed official envelopes sent by school registrars. If you have a transcript in a sealed envelope, attach it to the application form. To guarantee receipt of all application materials by the required deadline, we strongly urge you to obtain your own copies of transcripts and send them with the application form. Transcripts that are sent to us separately by the registrar's office do not always arrive on time.

- A. Graduating Seniors or High School Graduates who have never attended college:  
Send transcripts that show courses, grades, cumulative grade point average through the seventh high school semester. It is not necessary to provide transcripts or list the schools for college work completed prior to high school graduation. Examine your transcript to be sure that it includes a fall semester GPA.
- B. General Education Development (GED) certificate recipients who have not attended college:  
Send a transcript of GED record, available to Oregon recipients from the Oregon Office of Community Colleges, Attention: GED, 255 Capital street NE, Salem, OR 97310, or telephone (503)378-8648 extension 369.
- C. Continuing College Students:  
Send transcripts or copies of transcripts for each institution where undergraduate work was completed. High school transcripts will not be needed for applications with at least one year of college transcripts. For transcripts from colleges that do not assign letter grades, you must send: (1) high school transcripts displaying courses, grades and cumulative grade point average through graduation; (2) transcripts of all college work.

## **VII. FAFSA**

You must complete the FAFSA (Free Application for Federal Student Aid) to demonstrate your eligibility for financial assistance. It takes approximately four weeks for the US Department of Education to process the FAFSA form. File the FAFSA as soon after January 1st as possible. **YOU ARE REQUIRED TO ATTACH A COPY OF THE STUDENT AID REPORT (SAR) SHOWING THE EFC (EXPECTED FAMILY CONTRIBUTION). APPLICATIONS WITHOUT THE SAR WILL NOT BE ACCEPTED.** This is the form you will have received back from the U.S. Department of Education after they receive and process your FAFSA.

## **VIII. Letters of Recommendation**

Please attach two letters of recommendation from a teacher, clergy, employers, coaches, counselors, or other such people. **APPLICATIONS WITHOUT REQUIRED LETTERS OF RECOMMENDATION WILL NOT BE CONSIDERED.**

## ***IX. Completing the Application Process***

- √ All applications must be typewritten. Applications that cannot be read will not be considered. Put your name, address, and social security number on each page.
- √ Have someone proofread your application and essays for spelling and grammar errors.
- √ Double check that all required documents are attached. (See check list below).
- √ Mail forms to: Red & Gena Leonard Foundation, PO Box 1024, Hermiston, OR 97838.
- √ APPLICATIONS MUST BE POSTMARKED BY MARCH 15. ONLY APPLICATIONS WITH WRITTEN AUTHORIZATION OF AN EXTENDED DATE WILL BE ALLOWED PAST THE DUE DATE.

Recipients will be notified at High School graduation or by letters. *All recipients will be named on our web site and local news publications and will be expected to participate in Foundation activities including a summer dessert social.* Applicants who are not awarded scholarships will be notified as soon as possible.

**BEFORE YOU MAIL THIS APPLICATION** use the following checklist to make sure you have all of the required documents attached. **Incomplete applications will not be considered for scholarship.** If you have special circumstances that prohibit you from including all paperwork, please call Tracy Gammell, Executive Director, at (541)564-9177 or [rglfoundation@qwest.net](mailto:rglfoundation@qwest.net). You may also visit our web site at: **[www.leonardfoundation.org](http://www.leonardfoundation.org)**

- |  |  |
|--|--|
| <input type="checkbox"/> Completed application form  | <input type="checkbox"/> Transcript      |
| <input type="checkbox"/> 2 letters of recommendation | <input type="checkbox"/> SAR showing EFC |
| <input type="checkbox"/> Goal Essay (1 page maximum) | <input type="checkbox"/> Activity Sheet  |

The Red & Gena Leonard Foundation was established by the generosity of Red & Gena Leonard. These funds represent a lifetime of hard work and frugal living coupled with a desire to give back to the communities they loved. Red & Gena believed in "helping people help themselves through education and work".