

LHSF New Scholarship Procedure

- 1) Review our scholarship section on our website: www.lahainalunahighschoolfoundation.org
- 2) Review the student's scholarship application form, also in the scholarship section.
- 3) Review the attached Scholarship Information Form for the complete details of a scholarship.

The LHS Foundation Scholarship application allows students to apply for all of our scholarships (53 in 2018) in one application.

Things to consider:

Name: The name of the scholarship can be of a person, or a business, but not both. Please keep the number of characters to 40, or less. If it is in memory of someone, then it is generally referred to a memorial scholarship.

Amount: The amount can be anywhere from \$500.00 on up. Please consider a renewable scholarship so that the recipient will continue to receive the same amount for up to four (4) years. You will need to include a 5% administrative fee, so a \$500.00 scholarship will be a total of \$525.00. Funds must be received by April 30th of the year the scholarship is given.

Scholarship donations are 100% tax-deductible. Donations received from any source receive a donation/receipt letter immediately after the donation is received.

Requirements: Many of our scholarships have simple requirements (see application) and some have some that are stringent. You will not be able to require additional essay questions, or other items that are additional to what is asked for in the application.

Benefits: Besides the fact that you are helping a Lahainaluna student achieve their educational goals, your scholarship will receive recognition in local print media, before and after the awards ceremony, on our website, and in our printed newsletter. There is also a dedicated page on the website for the donor that allows them to go into detail about their scholarship.

Selection Process: The Foundation has its own selection committee and through their rigorous process, they determine the recipients. It is impractical for the Foundation to release all the applications to a third party for recipient selection. However, in the case of renewable scholarships of \$1,000.00 or more, the committee will provide the donor with their top three applicants, and the donor may make the final selection.

Awards ceremony: The awards ceremony is generally held at the school's cafeteria, on the 1st or 2nd Wednesday of May at 6pm. You will receive an invitation in advance of the ceremony. The Foundation's awards (75 in 2018) usually come in the beginning of the program. Donors are asked to bring a lei for their recipient and are allowed up to 3 minutes to present their scholarship (We provide

the information of the recipient for the presentation). After the presentation, the donor, or representative for the donor is then photographed with the recipient.

The pictures and names of the donor and recipients are usually made available on the website by the end of May. For a copy of the photo, you can download it from the website.

Scholarship awards are generally made directly to the school of the recipient.

Deadlines for application: January 10

Deadline for funding: Funding must be included with the application for the inaugural year, after that, it must be received no later than April 30th.