

Endowment and Grant Criteria Form

Name of Fund: _____

Date Established: _____ **Type of Fund:** Endowment ☐ Grant ☐

Amount of Initial Deposit/Initial Grant: _____

Purpose: _____

Award Stipulations: _____

Student Criteria:

1. _____
2. _____
3. _____
4. _____

Fund Sponsor/Primary Contact: Name: _____

Address: _____

Phone: _____

E-mail: _____

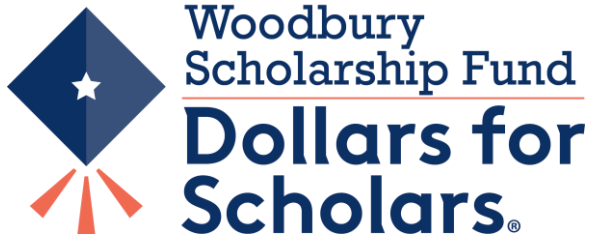
Publicity: May we publicize the creation of this endowment/grant? (Y/N)

Biography: A biography or statement about the individual, organization or company is desirable (Reference the attached form). Can you provide a completed form? (Y/N)

Presentation: To be awarded at the Nonnewaug High School "Scholarship Night" by a representative of Woodbury Scholarship Fund Dollars for Scholars or other designee.

State designee if desired. _____

Sponsor Signature: : _____ Date: _____



Woodbury Scholarship Fund Dollars for Scholars® Endowments and Grants Biography Form

Name of Fund: _____

This biography should include information about the fund honoree/organization such as:

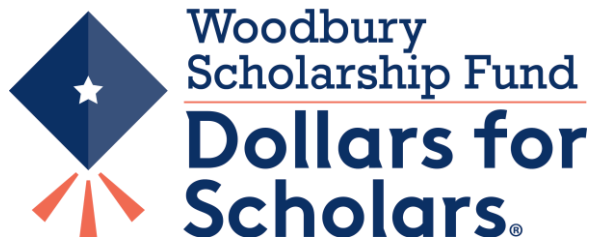
For memorials:

- Important dates (births, deaths, etc.)
- Family relationships and relationships in the community
- Circumstances regarding the creation of the endowments or grant
- Occupation, organization affiliation, town affiliations, special interest, lifetime highlights

For organizations or businesses:

- History (when established, by whom, purpose, nature of the organization)
- Key dates/events

The Fund will retain this biography for its historic value and make it available on our web site. It will also be shared with recipients of endowment or grant awards. We encourage recipients to thank sponsors and be mindful of their generosity.



Woodbury Scholarship Fund Dollars for Scholars® Abbreviated Guidelines for Establishing Endowments and Grants

The Woodbury Scholarship Fund Dollars for Scholars (referred to as “Fund”) is organized to manage memorial and other types of endowments as well as periodic grants. These funds consist of separate, individually named and restricted funds bearing the name of individuals, organizations or companies.

An individual endowments fund is identified as “permanent” when it reaches a level of \$5000. It can be established with as little as \$500 but must reach permanency with additional contributions and interest within ten years.

Endowments with less than \$5000 are referred to as “accumulating” endowments. Student awards from endowments can be made once permanency is achieved.

Often, new endowments have uncertain funding sources. If it appears some time after initiation that an accumulating endowment will never reach permanency for any reason, the trustees of the Fund, in consultation with the sponsor, may elect to dissolve the fund. In such cases, the funds are usually awarded as grants.

Grants are made to the Fund for the purpose of making direct awards. They are usually received and awarded in the same calendar year with no intent to preserve these monies within the fund. Nevertheless, their criterion for making awards is similar to that for endowments.

The Fund prepares an annual fund update for each active endowment and grant and sends it to the fund sponsor.

The Endowment and Grant Criteria (on the reverse side) serves both as an agreement between the sponsor and the Fund and as an instruction to our selection committee. It provides for the sponsor’s clear and concise preferences to be implemented in the awards process. It is maintained as a Fund record and can be modified at a later date as necessary.

A complete description of the Fund policy on endowments and grants may be found on our web site at www.wsfund.org.