



There are two different types of scholarship funds, endowment funds and pass-through scholarships. The endowment fund permanently restricts the principal that is donated, and you can only grant scholarships for a certain percentage of the balance of the fund (see below for policies). The pass-through enables you to donate to the fund and the whole amount donated can be given out as a scholarship. Contributions are made to this fund each year to fund scholarships.

Endowment Fund Policies

Currently, all endowment funds are placed in an endowment pool and invested by our fund manager. An investment committee comprised of members of the CREATE Board of Directors meets quarterly to evaluate performance relative to industry standards. Dividend income is allocated to each fund in a proportionate manner, and so are any gains or losses on investment (realized or unrealized).

The disbursement rate or spending policy is currently 4% of the average fund balance for the twelve preceding quarters or since inception of the fund if it is less than three years old. The rate is set annually by the CREATE Board. In January of each year, you will be notified by letter of the amount available to spend. CREATE also charges an administrative fee of 2% on scholarship endowment fund balances. This fee is charged quarterly. Any excess of investment return over these amounts is added to the principal to allow the fund to appreciate and maintain its value over time.

Pass-Through Fund Policies

With the pass-through fund, there is a \$150 administrative fee charged, and the fund does not receive any investment income (interest or dividends). There is no limit as to how much of the balance can be disbursed.

General

With either type of scholarship, you will select the criteria with which you want to evaluate the scholarship applicants. Some scholarships are only available to those graduating from a specific high school. Some specify which college the student must attend. Other criteria could be financial need, class ranking, and/or academic achievements.

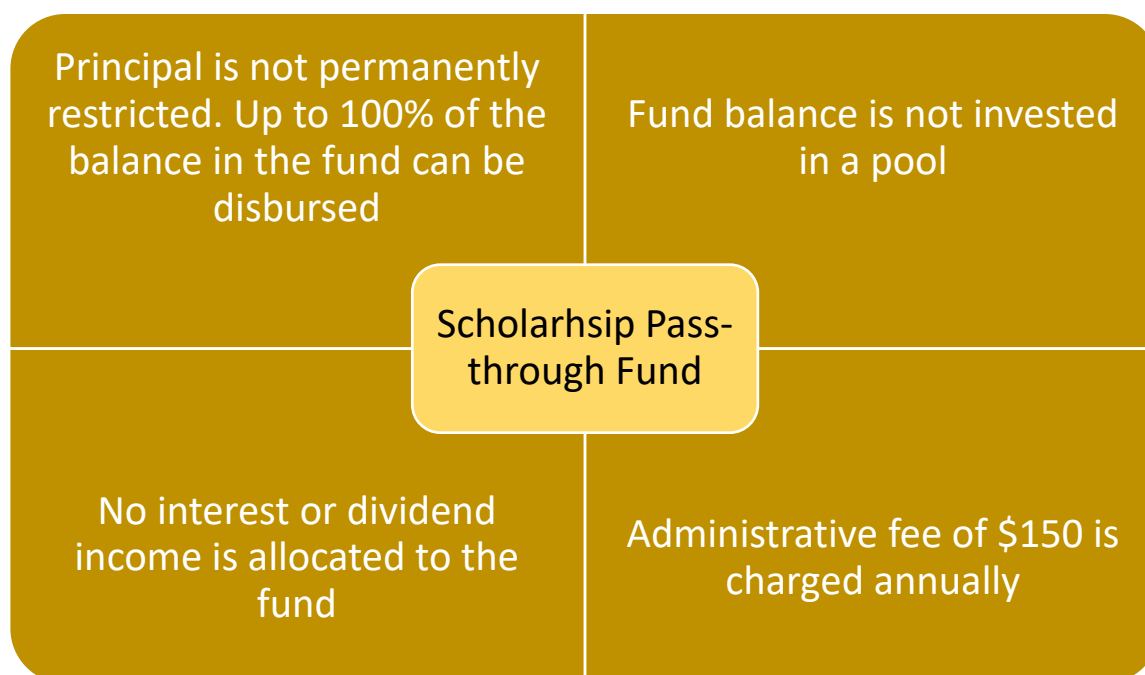
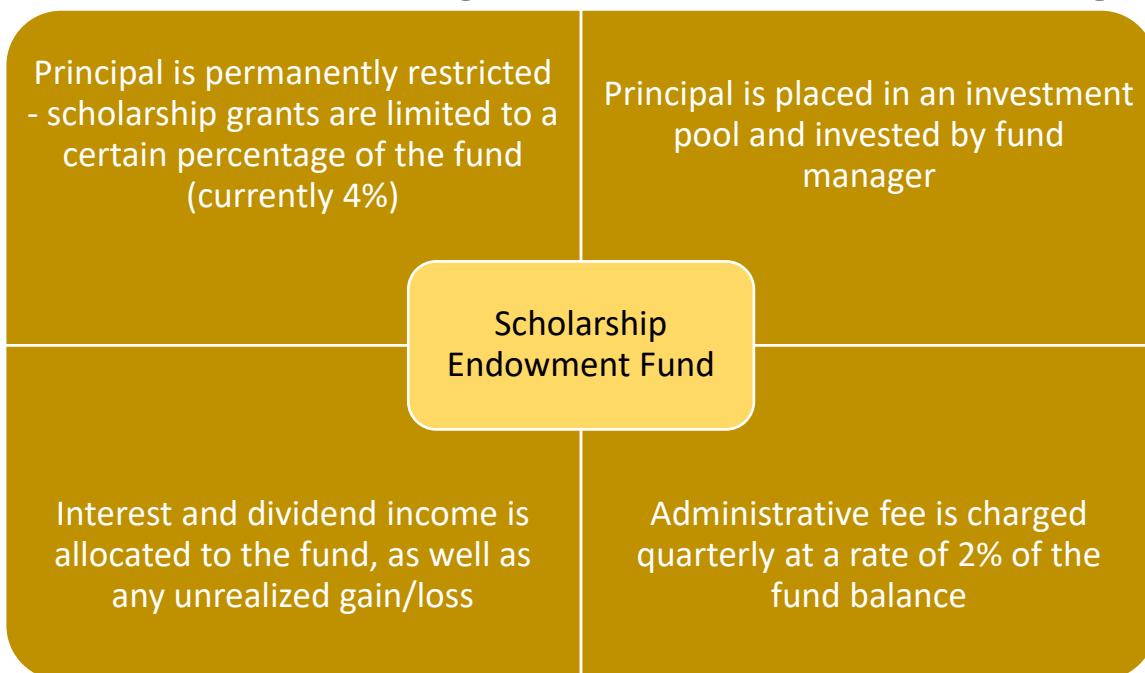
At the beginning of every year, CREATE will request that you provide us with the names of your scholarship committee. These names must be approved by the CREATE Board in the March board meeting every year. The Pension Protection Act of 2006 includes three main requirements for the members of this committee:

1. The majority of the selection committee must be made up of individuals who are not related parties or employees of the donor. The donor and related parties may sit on the committee, but they may not make a majority of the committee.
2. The CREATE Board of Directors must appoint the members of your selection committee. As an advisor, you certainly may suggest the members of the committee.
3. The procedure for selecting the scholarship recipient must also be approved in advance by the CREATE Board of Directors.

Committees make their selections by the April board meeting, and scholarships are presented in May. Scholarship payments are released directly to the school for the student's use according to the specific scholarship guidelines (i.e. tuition only, tuition and books, etc.). No scholarship awards are paid directly to awardees.

CREATE Foundation, Inc.

Scholarship Fund Summary



CREATE Foundation, Inc.

Scholarship Fund Summary

Potential Criteria for Scholarship Selection

Scholarship Amount

Graduates from specific highschool/community/geographic area

To a specific institution or type of institution (i.e. public, in-state, etc.)

Show interest in particular field

Grade point average/Test score requirements

Financial aid need requirement

Full-time study requirement

Minority or special group status

Essay requirement

CREATE Foundation, Inc.

Scholarship Fund Summary

Administration of Scholarship CREATE can do the following:

Mail applications to high school counselors and collect them on the deadline



Send copies of applications to the scholarship committee for the selection process



Print the certificate for the recipient(s) and coordinate with the high school counselor for presentation on awards day



Notify the recipient of any scholarship requirements and monitor those requirements (i.e. maintaining a certain GPA)



Send the scholarship payment directly to the institution



Prepare a quarterly fund statement showing the fund activity

SCHOLARSHIP PROCESS

John Doe Memorial Scholarship

Committee:

1. Jennie McQuirt
2. Lewis Morgan
3. Cozett Wade
4. Mike Williams
5. Ann McLaurin

Process:

1. Applications are distributed through the counselors at Tupelo High School to all interested students.
2. The scholarship committee reviews the submitted applications based on the following criteria:
 - a. Rank in the upper one-half of their graduating class
 - b. Achieve creditable results on either the SAT or ACT
 - c. Show evidence of financial need
 - d. Be a good citizen
 - e. Must attend: Mississippi public university
 - f. Submit a short essay on "Why a College Education is Important to Me"
 - g. Submit two letters of recommendation from THS teachers
3. Committee will make the recommendations to the CREATE Board of Directors for approval.

Committee and Process approved by CREATE Board of Directors on

_____, 20____

SCHOLARSHIP DESIGN

✓	Elements/Requirements	Notes
	Size of scholarship	
	Frequency	
	Renewable	
	Graduates from a specific: high school	
	geography	
	community	
	Currently in college	
	G.E.D.	
	To a specific institution(s)	
	If no, to an instate/out-of-state school	
	Show an interest in a specific field	
	Minimum grade point average	
	Minimum ACT	
	Demonstration of financial need	
	Age requirements	
	Acceptance for full-time study or minimum credit hours at an approved institution	
	Involvement or leadership in a community or school program	
	Minority or special-group status	
	Specific gender	
	Essay required	