

THE COMMUNITY FOUNDATION
of Shelby County

2022 Scholarships Available
for Southeastern High School Seniors
Listed by School

- Tom and Sandy Shoemaker Scholarship Fund** Application deadline: ~~February~~ ^{March} 16, 2023
- ◆ Southeastern Local Schools (South Charleston, Ohio) seniors with a GPA between 2.5 and 3.8 on a 4.0 scale, who reside in the district and will pursue a two-year or four-year degree.
 - ◆ Selection based upon: Demonstrated community and school service, academic ability, and recommendations.
 - ◆ **Awards for 2023: Floyd & Marie Shoemaker Memorial Scholarship - \$1,000 and James Shoemaker Memorial Scholarship - \$500. Each is renewable for one (1) additional year.**

Please note: The information on these sheets is intended to briefly inform about available scholarships and is not a complete explanation of the requirements of individual scholarships. Award amounts, the number of available scholarships and application deadlines are subject to change. We apologize for any errors in the above information.

Please contact Juli Smith, Scholarships & Grants Administrator, at jsmith@commfoun.com with any questions.



Community Foundation of Shelby County

General Scholarship

Application Guide 2023

- The Community Foundation Scholarship applications are completely online at www.commfoun.com
- 2023 General Scholarship Application for high school seniors deadline is **February 16, 2023**.
- 2023 General Scholarships Application for adults, and current college students is **May 25, 2023**.
- Skills Scholarship deadline is **March 16, 2023**. (Please see Skills Scholarship Application Guide 2023)

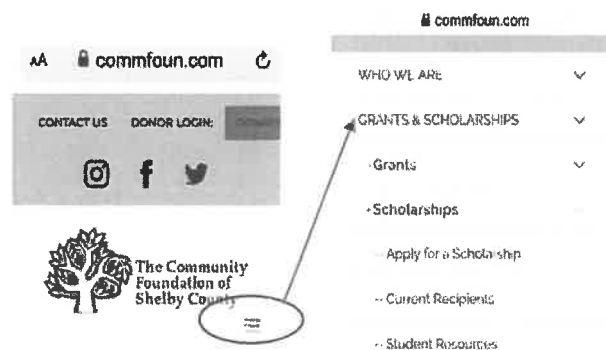
How can I prepare to complete the application?

You will need this information to complete your applications

- In what school district do you live?
- In what county do you live?
- What is your cumulative grade point average?
- Your high school and/or college transcript
- High school students may electronically request their transcript from their guidance office from within the application.
- A list of school and community service activities.
- Letters of Recommendation (1-3 letters are required) - These may be electronically requested from within the application.
- Your EFC (Expected Family Contribution) from the FAFSA form. Not all scholarships require this information.
- College cost of attendance information. This information is available in the Admissions or Financial Aid sections of your college's website. All scholarships require the recipient attend an accredited college, university, or trade or technical school.

General Scholarship Applications

If you are using a mobile device, you can find the application link under the three yellow bars at the top right corner of the page. Click on the three yellow bars and the menu will dropdown. Hit the dropdown arrows (not the words) to open the next menu showing "Grants & Scholarships," then "Scholarships," then click on the words "Apply for a Scholarship."



If you are using a laptop, you will find it under the Grants & Scholarships tab.



Directions to work through the application:

- Click on the 'Create New Account' on the Logon Page. Your email address will be your username. If your school provides you with an email address, **do not use it for your applications**. You will need to create a password.
- Once you have created your account, click on the 'Apply' button in the green bar. Answer all the questions on the application and submit the application.
- On the Confirmation Page, you will see the list of the scholarships in which you are eligible. Check the bottom of the page to see if there are any scholarships that require you to answer additional questions. Click the "Next" button. Answer additional questions and click the blue 'Submit Application' button.
- If you need to stop working on the application and come back to it later, you will find your applications on the Applicant Dashboard.

Here are some screen shots to assist you in completing the application:

Click on either the 2023 General Scholarship Application or 2023 Skills Scholarship Application. This will take you to the webpage to start the application process.

2023 General Scholarship Application

Deadline for high school seniors – Feb. 16, 2023

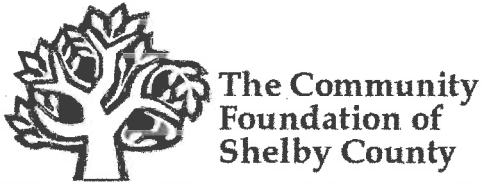
Deadline for adults, current college students – May 25, 2023

2023 Skills Scholarship Application

For high school seniors and adults pursuing a Skills Certificate or Associate's Degree.

Deadline – March 16, 2023

Click the Create New Account tab



Logon Page

Email Address*

Password*

Log On

Create New Account

[Forgot your Password?](#)

Welcome to the The Community Foundation of Shelby County - Scholarship's Online Portal.

New Users: Please click on "Create New Account" to complete the registration process and create your logon credentials

Existing Users: Please enter your credentials and log in. If you forgot your password, please use the "Forgot your Password?" link to the left to reset your password

Complete the User Information and click the Next button at the bottom of the page. **DO NOT USE YOUR EMAIL ADDRESS PROVIDED BY YOUR HIGH SCHOOL.**

User Information	
Prefix (Mr., Mrs., Ms., etc.)*	First Name*
<input type="text"/>	<input type="text"/>
Middle Name	Last Name*
<input type="text"/>	<input type="text"/>
Suffix (Sr., Jr., III, etc.)	Email / Username*
<input type="text"/>	<input type="text"/>
Email / Username Confirmation*	Telephone Number (901-666-4000 x000)*
<input type="text"/>	<input type="text"/>
Mobile Number (901-666-0000)	Address 1*
<input type="text"/>	<input type="text"/>
Address 2	City*
<input type="text"/>	<input type="text"/>
State*	Postal Code*
<input type="text"/>	<input type="text"/>
Country	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="button" value="Next"/>	

Create a Password

User Information	
Password	
Passwords must be at least six characters long and may contain capital or lowercase letters, numbers, or any of the following special characters: !@#\$%^&*()_	
Password*	Confirm Password*
<input type="password"/>	<input type="password"/>
<input type="button" value="Previous"/>	<input type="button" value="Create Account"/>

Click the blue Create Account button

Check your email to make sure you received an email confirmation from The Community Foundation of Shelby County administrator@grantinterface.com. Click the blue Continue button.

Email Confirmation

1 You will be receiving emails from this system about your request. To ensure you receive emails from this system we have sent you an email to confirm your account was created successfully. If you do not see an email from The Community Foundation of Shelby County <administrator@grantinterface.com> look in your junk or spam folder.

To remove The Community Foundation of Shelby County <administrator@grantinterface.com> from your spam filter, use the link below.




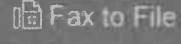
[Click Here for a tutorial about removing email addresses from spam filters.](#)


I have received the email.
 Continue without checking.
 I have not received the email.


[Send Email Here](#) Continue

Click the Apply button at the top of the page.

The Community Foundation of Shelby County – Scholarship



 Quick Search

This page will give you general information on the application process. Click the blue Apply button in the top right hand corner.

Common Application - High School Accepting Submissions from 09/08/2021 to 05/28/2022 [Apply](#)

Welcome! The Community Foundation of Shelby County (Ohio) has an online application. You may start the process by completing the common application. Some scholarships have additional questions at the end to confirm eligibility of the student or if an essay is required. Make sure you submit each application for the scholarships you are eligible for. There are two scholarship deadlines depending on what you are applying for. High school student scholarships - February 10, 2022 Skills Scholarship (separate application) - March 10, 2022. Each scholarship deadline is listed within the description under the name of the scholarship. No applications will be accepted after the deadline. Once the application is complete, click 'Submit' to finalize your application. If you feel you are eligible for a scholarship but are unsure or confused by the application, please call us BEFORE the deadline date with any questions or if you need help with attachments at (937) 497-7800 (Mon-Fri 9am-4pm). You may also email us at least 24 hours before the deadline at jsmith@commfoun.com. We will respond as quickly as we can. REQUIREMENTS: Gather the following items to complete your scholarship application: * Your transcript (High school students - Choose either "Yes, I would like to request a transcript from my guidance office" or "No, I will manually upload my transcript." If you choose "Yes," you will see a group of email addresses, please select the one for your school. If you have taken College Credit Plus courses and they are NOT shown on your high school transcript, please contact our office to add your college grades. * A list of school and community service activities. * Letters of recommendation. 1-3 letters are required. We recommend you submit more than one. The application may be submitted without a letter attached, however, your application will NOT be given to the selection committee unless we have received by the deadline at least one letter of recommendation using any of the options available through the application. * Your EFC (Expected Family Contribution) number from the FAFSA Student Aid Report (SAR). Most, but not all, of our scholarships will require you to provide your EFC number. The FAFSA website is www.FAFSA.ed.gov. This is a free federal government site for students seeking federal grants, loans, and work study funds. Your college's financial aid office will likely ask for your EFC number, if you are applying for aid or scholarships through them, so it is a good idea for all students to complete the FAFSA. The FAFSA application opened October 1. You use your filed 2019 tax information. * College cost information. This information is found on your college's website, often in the Admissions or Financial Aid section. NOTE: All scholarships require the recipient attend an accredited college, university, or technical school. * Standard information about you and your plans for the future. Each scholarship is a separate application. Once you complete one application, SOME of your information will automatically fill in the same boxes on additional applications you complete within our scholarship application system. You must complete each individual scholarship application at the end by clicking "Submit." The application must be complete to be considered. Thank you for participating in The Community Foundation of Shelby County Scholarship program. Our donors care about the students of our area! If you have question concerning our application or the process, please give us a call: (937) 497-7800 or email Juli Smith at jsmith@commfoun.com.

[Previous](#) [Send to GrantHub](#) [1](#)

Answer all the questions on the Common Application. Click the blue Submit Application button at the end of the page on the bottom right corner.

You will see what scholarships you are eligible for on your Applicant Dashboard. If you do not see any scholarships listed you are not eligible. If you feel there are other scholarships you should have been eligible for please contact Juli Smith by phone, 937-497-7800 or email, jsmith@commfoun.com.

1 Due by 02/16/2023 11:59 AM CST

[Abandon Request](#) [Save Application](#) [Submit Application](#)

If you see a box outlined in red, you will need to complete the missing information.

Did you attend Upper Valley Career Center? **is Required**
Personal Statement is Required

Due by 02/16/2023 11:59 AM CST

Abandon Request Save Application Submit Application

After you submit your application you will see the Confirmation Page. This shows you all the scholarships you are eligible for. If you believe there is a missing scholarship, please contact Juli Smith at the Community Foundation at jsmith@commfoun.com or 937-497-7800.

Confirmation Page

Your Application has been submitted

Based on your answers, you are eligible for the following:

Adam E. Huelkamp Scholarship Fund - High School 2022
A high school senior who resides in the school districts of Shelby Auglaize or Mercer County, Ohio. A 4H or FFA member for a minimum of 4 years combined. This can include the 4 final year of eligibility. Selection based upon Demonstrated community and/or school service, financial need, employment history, and an additional essay of no less than 100 words and no more than 200 words on a designated topic. Award for 2022: Two \$1,000 scholarships.

Elaine Laughlin Scholarship Fund 2022
Shelby County residents who are high school seniors maintaining a high school GPA of no less than 3.0. Selection based upon (in order of priority): Financial need, academic ability, demonstrated community and school service, and recommendations. Awards for 2022: Two \$1,000 scholarships.

At the bottom of the page you will see the scholarships you are eligible for that have supplemental questions.

We will ask for supplemental information for the following:

- Adam E. Huelkamp Scholarship Fund - High School 2022
- Shelby County Youth Soccer Scholarship Fund 2022

Continue

Click the blue Continue button.

Complete all supplemental questions for the scholarships that require them.

Adam E. Huelkamp Scholarship

Huelkamp Special Question*
How has 4H or FFA prepared you for your future, and how has it helped you realize your potential?

1,250 characters left of 1,250

Please list all 4H and/or FFA projects you have completed.

10,000 characters left of 10,000

Once you have completed the supplemental questions click the blue Submit Application button.

Due by 02/10/2022 11:58 PM CST

Abandon Request

View Application

Submit Application

Under the Related Requests tab you will see the scholarships you have submitted. You can scroll down to see the whole list.

OPPORTUNITY NAME	STATUS
Adam E. Huelskamp Scholarship Fund - High School 2022	Application Submitted
Estelle K. Laughlin Scholarship Fund 2022	Application Submitted
Kaufman Family Foundation Scholarship - Sidney High School 2022	Application Submitted
Kwanza Club of Sidney Scholarship Fund 2022	Application Submitted
Kwanza Key Club Scholarship 2022	Application Submitted
Larry Hawkins Family Scholarship - High School 2022	Application Submitted

Transcript

High School students

There are two ways to submit your transcript.

1. You can upload a pdf of your transcript.
 - a. If you need help uploading your transcript you are welcome to bring it to the Community Foundation office and we will gladly help you with this.

Would you like to request a transcript from you high school guidance department?

- No, I will upload my own transcript
 Yes, I would like to request a transcript from my guidance office

TRANSCRIPT

Transcript

Please upload your transcript here. If you have college plus credits that do not show up on her high school transcript you will also need to upload the transcript that shows your college credits.

Upload File (Maximum 10 MB)

2. Request your transcript from you Guidance Counselor.

- a. If you are requesting your transcript from your Guidance Counselor, you will be prompted to send an email to your counselor. There is a list of email addresses for you to choose from.

Would you like to request a transcript from you high school guidance department?

- No, I will upload my own transcript
 Yes, I would like to request a transcript from my guidance office

GUIDANCE COUNSELORS EMAILS

Third Party Email

Enter your Guidance Counselor's email address then click Compose Email. Write an email to your Guidance Counselor asking them to upload your most recent transcript. Make sure you inform your Guidance Counselor that you sent an email in case it goes to their spam folder.




2021 - 2022 Guidance Counselor Email Addresses

Anna - Michelle Holsinger - mholsinger@annaschools.org
Botkins - Krista Meyer - meyerkr@botkins.k12.oh.us
Christian Academy - Kristina Baughman - kristina.baughman@caseagles.org
Fairlawn - Rachel Gernett - gernettr@fairlawn.k12.oh.us
Ft. Loramie - Katie Francis - katie.francis@loramie.k12.oh.us
Houston - Stephanie Merickel - smerickel@houston.k12.oh.us
Jackson Center - Marilyn Kohler - m_kohler@jctigers.org
Lehman - Kim Koverman - k.koverman@lehmancatholic.com
Russia - Rachel Gregg - rgregg@russiaschool.org
Sidney - Tonya McLain - tonya.mclain@sidneycityschool.org
Oshae Peart - oshae.peart@sidneycityschools.org
Katie Marter - katie.marter@sidneycityschools.org
UVCC - Kelly Inman - inmank@uppervalleycc.org
Erin McGarahan - mcgaharane@uppervalleycc.org
Lindsey Riethman - riethmanl@uppervalleycc.org
Kendra Snyder - snyderk@uppervalleycc.org

Type your Guidance Counselor's email address in the Third Party Email box. Click the Compose Email button.

▼ GUIDANCE COUNSELOR REQUEST

Third Party Email*
Enter your Guidance Counselor's email address then click Compose Email. Write an email to your Guidance Counselor asking them to upload your most recent transcript. Make sure you inform your Guidance Counselor that you sent an email in case it goes to their spam folder.

 Compose Email

Compose Email ✕

Please enter a personal message to include in the email we send.

Subject*

Transcript Request

Body*

This is where you request that your Guidance Counselor upload your transcript for your scholarship application. Make sure you let your Guidance Counselor know you have sent them an email and that you need the transcript no later than February 10, 2022. Without your transcript you will not be eligible to receive any scholarships.

9,669 characters left of 10,000

Cancel Send

Click the blue Send button.

Your transcript must be submitted by the deadline date or your application will not be considered for any scholarships.

Letters of Recommendation

You are required to have at least one Letter of Recommendation. If you have applied for scholarships in the past, it is highly suggested that you do not use the same letter of recommendation that you have used in the past.

There are three ways to submit your Letter(s) of Recommendation.

1. You can upload the Letter(s) of Recommendation that you have been given.
2. You can send an email to the people you are requesting the letter from through a third party email. You will want to let the person you are asking to write a letter that they will receive an email from the Community Foundation of Shelby County.
3. You can mail or bring the letter(s) to the Community Foundation office and we will upload them for you.

RECOMMENDATIONS

Recommendations*
Submit one to three letters of recommendation by the application's deadline. A letter of recommendation is a written reference from teachers, employers, advisors, clergy, or other non-relatives who can write about your character or suitability for your chosen major or career. Please ask your recommender to include their name, their occupation or organizational affiliation to you.

Please use a standard file format (Pdf is the preferred format)

Letters of recommendation may be submitted in any combination of three different ways.

OPTIONS

1. By attaching letter(s) of recommendation (pdf is the preferred format)
2. By email, by using an automatic request form on the next page. *Make sure you tell the person to check their email in case it goes to their spam folder.*
3. By US mail or personal delivery to the CF SC office.

I UNDERSTAND MY APPLICATION IS NOT COMPLETE WITHOUT AT LEAST ONE LETTER OF RECOMMENDATION BY THE APPLICATION'S DEADLINE DATE.

Initial in box

js

Option #2

Type the email address in the box under Third Party Email and the click the Compose Email button.

OPTION #2 - INSTRUCTIONS

You have the opportunity to request a letter of recommendation through our automated system. Please notify your recommender that they will receive an email from The Community Foundation of Shelby County via Foundant. It is your responsibility to confirm with your recommender that they submitted a recommendation for you. **ALL RECOMMENDATIONS MUST BE RECEIVED BY THE APPLICATION DEADLINE DATE.**

OPTION #2 - FIRST LETTER OF RECOMMENDATION

Third Party Email

This box will pop up after you click the Compose Email button.

Compose Email

Please enter a personal message to include in the email we send.

Subject*

Letter of Recommendation

Body*

This is where you ask the person you are sending the email to, to provide a Letter of Recommendation. Let them know you are applying for scholarships and you will need them to upload the letter no later than February 10, for High School students, March 10, for Skills Scholarships, and May 26 for College/Adult Scholarships.

9,676 characters left of 10,000

Once you have composed your email, click the blue Send button.

Applicant Dashboard

When you log back into your account you will be taken to the Applicant Dashboard. This shows you all of your Active Requests as well as Historical Requests.

Active Requests (3)		Historical Requests (0)		
2022 Shelby County High School Senior Scholarships				
Application	Submitted	11/11/2021	View Application	Third Parties: 0/0
Stephen W. Wheadock Scholarship Fund 2022				
Application Decision	Submitted Undecided	11/11/2021	View Application	Third Parties: 0/0
Thomas E. Given Family Scholarship Fund 2022				
Application Decision	Submitted Undecided	11/11/2021	View Application	Third Parties: 0/0

