



2508 Historic Decatur Road, Suite 200, San Diego, CA 92106
Phone: (619) 814-1343 Website: www.sdfoundation.org/scholarships

HANS H. AND MARGARET B. DOE SCHOLARSHIP ACADEMIC YEAR 2010-2011 APPLICATION

Hans Doe was known affectionately as “Mr. Water” in California. A major player in statewide water circles for more than 38 years, Hans was a two-term president of the Association of California Water Agencies, and served on the Board of Directors of the Vista Irrigation District, San Diego County Water Authority, and Metropolitan Water District of Southern California. Hans and his wife Margaret were tireless crusaders for water issues benefiting all Californians.

The Hans H. and Margaret B. Doe Scholarship is open to:

- Biological, adopted or stepchildren of employees at the Vista Irrigation District who plan to attend an accredited two-year college, four-year university, graduate school (including medical and law), or licensed trade/vocational school in the United States.
- The criteria used in evaluating each scholarship application is based upon, but not limited to the following: academic achievement, financial need, extra-curricular activities/work experience, demonstrated leadership, good citizenship, and potential for future development.

The Hans H. & Margaret B. Doe Scholarship may be renewable, upon re-applying, for up to eight consecutive years provided the recipient maintains a positive academic and citizenship record.

This scholarship may cover the entire cost of college including, but not limited to tuition, books, fees, and room and board.

Hans H. and Margaret B. Doe Scholarship Applications must be postmarked by 5:00 p.m., Friday, January 22, 2010

HANS H. AND MARGARET B. DOE SCHOLARSHIP APPLICATION TIMELINE

January 8, 2010	<i>Early Application Deadline:</i> If your application is postmarked by this date, staff at The San Diego Foundation will review your application and contact you if it is incomplete. This will enable you to obtain and mail missing materials by the January 22, 2010 deadline.
January 22, 2010	Deadline for Scholarship Applications to be postmarked
March - April 2010	Interviews to be held
May 2010	<u>Recipients</u> notified in writing

*** Requirements for Completing Your Application ***

If you do not follow instructions, your application will be considered incomplete and you will be ineligible to receive a scholarship from The San Diego Foundation.

SECTION ONE: APPLICANT INFORMATION

- ❖ **Address:** All correspondence will go to the address you specify on your application. It is your responsibility to inform staff at The San Diego Foundation of any changes to your address, phone number, e-mail address, etc.
- ❖ **Social Security Number (*this is required*)** - your application will not be processed without it (page 9).
- ❖ **School:** Please list your first choice school for fall 2010 – schools must be accredited or licensed. If you do not list a school, your application will be considered incomplete.
- ❖ **Employment Information:** A letter on official letterhead from the Human Resources Department at Vista Irrigation District indicating the applicant is a biological, adopted or stepchild of an employee at the Vista Irrigation District. The letter must include the length of time your parent(s) have been employed and their current title.

SECTION TWO: FINANCIAL INFORMATION - an important and REQUIRED part of the application process

- ❖ You must complete this section correctly and in its entirety or your application will be disqualified.
- ❖ To complete this section, you will need:
 - Your and/or your parents' or spouse's 2008 tax returns (Form 1040 – pages 1 & 2; Form 1040A – pages 1 & 2; Form 1040EZ – page 1).
 - Information can be found on line 37 of 1040, line 21 of 1040A or line 4 of 1040EZ 2007 federal tax forms.
 - A copy of your and/or your parents' and/or spouse's tax returns must be submitted with your application.
 - If you and/or your parents or spouse did not file 2008 tax returns, please check the appropriate box and indicate why.

SECTION THREE: EXTRA-CURRICULAR ACTIVITIES, COMMUNITY SERVICE, WORK EXPERIENCE AND AWARDS/HONORS – (do not duplicate information in these sections)

- ❖ **Extra-Curricular Activities:** List the activities or organizations you have been involved with and your position(s) for the past three years only.
- ❖ **Community Service:** List the organization(s) you have served and activities performed for the past three years only.
- ❖ **Work Experience:** List your employer(s) and job responsibilities held for the past three years only.

EMPLOYMENT VERIFICATION:

- ❖ A letter on official letterhead from the Human Resources Department at Vista Irrigation District indicating the applicant is a biological, adopted or stepchild of an employee at the Vista Irrigation District. The letter must include the length of time your parent(s) have been employed and their current title.

REQUIRED SUPPLEMENTAL INFORMATION:

- ❖ **Letters of Recommendation**
 - Ask two people who know you well, but who are not related to you, to write your letters of recommendation. Please give the individuals writing your letters enough time.
 - Teachers, counselors, religious leaders, coaches, and employers are all good choices for letters of recommendation as they can comment on your overall character, achievement, and promise.
 - Letters must be on official letterhead and written within the last year. If official letterhead is unavailable, letters can be submitted on plain stationery but must provide the recommending person's name, organization, address, and a phone number where they can be reached. Letters must include the date, your full name, the name of the person recommending you, their relationship to you, in what capacity they have known you and for how long. All letters must be signed by the person recommending you.

❖ **Official Transcripts**

- Official transcripts **MUST** accompany your scholarship application (unless you are an adult re-entry student). Transcripts may be submitted from a high school applicant's junior year if a transcript with current fall 2009 grades is not available; current college students can submit transcripts from their spring or summer 2009 session if fall 2009 grades are unavailable.
- Transcripts **MUST** be official, come in an official envelope, and be sealed.
- You should place your request with your school early as the school will need time to process requests.
- Your application will be considered incomplete if we do not receive official transcripts in an official and sealed envelope and you will not be considered for a scholarship.

❖ **Personal Statement**

- Your personal statement should be no longer than two pages, typed and double-spaced using 12-point type and one-inch margins.
- Do not submit additional pages as they will not be considered.
- Type the words "Personal Statement" at the top of each page, along with your first and last name.
- Clearly address the following four questions in sequential order, typing each question as it appears below. Type your response directly under each question.

1. ***What are your educational and/or career goals and why have you chosen this path?***
2. ***How do you define and measure success?***
3. ***What is your definition of leadership and how do you embody it?***
4. ***Tell us about an experience from your life and explain how it influenced your development.***

EXAMPLE:

Personal Statement
Jane Doe

1. What are your educational and/or career goals and why have you chosen this path?
My educational and/or career goals are

Please do not send any additional information, such as resumes, newspaper articles, or photographs as they will not be considered.

WHERE DO YOU MAIL YOUR SCHOLARSHIP APPLICATION?

**Hans H. and Margaret B. Doe Scholarship Applications
must be postmarked by 5:00 p.m., Friday, January 22, 2010 and mailed to:**

The San Diego Foundation
Attn: Hans H. and Margaret B. Doe Scholarship
2508 Historic Decatur Road, Suite 200
San Diego, CA 92106

FRIENDLY REMINDERS:

Please paper clip all materials – DO NOT STAPLE!

- ❖ The Hans H. and Margaret B. Doe Scholarship requires:
 - A completed application (pages 5 – 9)
 - Personal Statement (maximum two pages, typed, double-spaced)
 - Two letters of recommendation on official letterhead
 - Official transcripts in a sealed envelope
 - A copy of the 2008 federal tax form(s) used to complete your financial information (Form 1040 – pages 1 & 2; Form 1040A – pages 1 & 2; Form 1040EZ – page 1)
 - One letter verifying you and/or your parent(s) are employed by the Vista Irrigation District

- ❖ If you need assistance, please contact us at (619) 814-1343 or scholarships@sdfoundation.org.

CHECKLIST FOR THE HANS H. AND MARGARET B. DOE SCHOLARSHIP:

- Did you complete all sections of your 2010-2011 Hans H. and Margaret B. Doe Scholarship Application?

- Did you enclose your Personal Statement and address the four questions? (See page 3 for guidelines.)

- Did you enclose two letters of recommendation on official letterhead (if available), written within the last year? (See page 2 for guidelines.)

- Did you enclose your official transcript(s) in an official, sealed envelope? (See page 3 for guidelines.)

- Did you include a copy of the 2008 federal tax form(s) used to complete your financial information (Form 1040 – pages 1 & 2; Form 1040A – pages 1 & 2; Form 1040EZ – page 1)?

- Did you include a letter from the Vista Irrigation District verifying employment?

- Did both you and/or your parent(s) sign the Required Certifications and Release Sections and include your Social Security Number (page 9)?

- Did you have someone else review your application for accuracy and to make sure all materials are included?

- Did you make a copy of your 2010-2011 Hans H. and Margaret B. Doe Scholarship Application for your files?

All application materials MUST come together in one envelope and be postmarked by the deadline – NO EXCEPTIONS!

**HANS H. AND MARGARET B. DOE SCHOLARSHIP APPLICATIONS MUST BE
POSTMARKED TO THE SAN DIEGO FOUNDATION BY
5:00 P.M. ON FRIDAY, JANUARY 22, 2010**

We will not accept incomplete, late, or faxed applications – NO EXCEPTIONS!



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HANS H. AND MARGARET B. DOE SCHOLARSHIP ACADEMIC YEAR 2010-2011 APPLICATION

SECTION ONE: Applicant Information

First Name _____ Middle Initial _____ Last Name _____

Street Address _____ City _____ State _____ Zip Code _____
(no P.O. Boxes unless you are a fire victim or you live in a rural area)

Phone _____ Cell Phone _____ E-mail Address _____
(including area code) (including area code)

Gender _____ Date of Birth _____ Parent(s) name(s) _____
(male or female) (month/date/year) (list only if you are a dependent)

- Name of employee or parent(s) employed by the Vista Irrigation District _____
- Position held _____ Number or years employed at the Vista Irrigation District _____
- Have you previously applied for this scholarship in the past? Yes No
- If yes, please list the year(s) when and amount(s) received _____
- Name of school currently attending _____
- This is a High School Continuation High School
 2-year College 4-year University Trade/Vocational School Graduate School
- If high school student, list high school district _____
- Unweighted GPA _____ College GPA _____ Total SAT Scores _____
(high school student only) (current college students) (high school students only)
- First choice school attending in fall 2010: _____
(You must answer this question; otherwise, your application will be incomplete and you will be ineligible for a scholarship)
- This is a 2-year College 4-year University Trade/Vocational School Graduate School
- Fall 2010 status Freshman Sophomore Junior Senior Adult re-entry Graduate applicant
- Will you attend school full-time (12 or more units) part-time (11 or less units)

- Will you attend school the entire 2010-2011 academic year? Yes No

If no, what is your schedule? _____

- Your tuition will be based on in-state costs out-of-state costs
- You will live on campus off campus – in an apartment off campus – with parents/spouse
- What degree will you be pursuing in fall 2010? Associate (AA) Undergraduate (BS, BA)
 Trade/Vocational Certificate Graduate (MS, MA, MD, etc.) Second Degree

- What is your intended major? _____

- What is your intended career? _____

- How did you hear about the Community Scholarship Program? Counselor Teacher/Professor
 Friend/Family Past Recipient TSDF website Other website AVID
 Other: _____

Scholarships/Financial Aid for which you have applied for Academic Year 2010-2011:

Excluding The San Diego Foundation Hans H. and Margaret B. Doe Scholarship, please list the name(s) and amount(s) of each scholarship, grant, or financial aid (including FAFSA, PELL Grant, Cal Grant, GI Bill, etc.) for which you have already applied or are planning to apply for the 2010-2011 academic year:

Scholarships/Financial Aid you have already received for Academic Year 2010-2011:

Please list the name(s) and amount(s) of each scholarship, grant, or financial aid you have already received for the 2010-2011 academic year:

SECTION TWO: Financial Information (to be completed by parent(s) and/or applicant)

**Tax information for the year 2008 must be used to answer the questions in this section.
A copy of this information must be included with your application (see page 1 of guidelines for instructions).**

* An independent applicant is either 24 years of age or older or has not been claimed as a dependent on his/her parent's/guardian's Federal Income Taxes for the previous year.

- Are you Independent* or Dependent Are you Single Married Other
- If you are a dependent, do both your parents work? Yes No
- List parent(s)/guardian(s) profession(s): _____
- Do you live in a single parent household? Yes No
- Total number of family members in your household (including applicant but excluding roommates) claimed on 2008 federal taxes (if filed) _____
- Number of family members in household (including applicant but excluding roommates) attending college full-time in fall 2010 ____; list which college(s) they will attend _____

If you are independent, complete only sub-section A. If you are dependent, complete BOTH sub-sections A & B.

Sub-Section A: Applicant's income, federal tax, and assets

Did not file 2008 federal taxes Reason: _____
(only those with justifiable reasons for not producing tax information will be considered)

Adjusted Gross Income (from 2008 taxes – see page 1 of guidelines) \$ _____

Other Income (family, friends, etc.) \$ _____

Non-Taxable Income (Social Security, Child Support, AFDC, etc.) \$ _____

Total UNITED STATES Federal Tax **PAID** in prior year **(if you received a refund, enter \$0)** \$ _____

Medical/Dental expenses (not covered by insurance) \$ _____

Parental/other family member(s) contribution to applicant's college education \$ _____

Assets: Cash, Savings, Checking, Investment, 529 Plan, etc. \$ _____

Total scholarships, financial aid and grants received (i.e. Pell, Cal, FAFSA, GI Bill) \$ _____

Total Real Estate Owned A) Appraised Values B) Current Mortgage Values C) Net Values (A minus B)

Sub-Section B: Parent's income, federal tax and assets

Did not file 2008 federal taxes Reason: _____
(only those with justifiable reasons for not producing tax information will be considered)

Adjusted Gross Income (from 2008 taxes – see page 1 of guidelines) \$ _____

Other Income (family, friends, etc.) \$ _____

Non-Taxable Income (Social Security, Child Support, AFDC, etc.) \$ _____

Total UNITED STATES Federal Tax **PAID** in prior year **(if you received a refund, enter \$0)** \$ _____

Medical/Dental expenses (not covered by insurance) \$ _____

Assets: Cash, Savings, Checking, Investment, 529 Plan, etc. \$ _____

Total Real Estate Owned A) Appraised Values B) Current Mortgage Values C) Net Values (A minus B)

List any financial hardships or unusual circumstances in your household you feel should be considered when determining your financial need (attach a separate sheet, if needed): _____

SECTION THREE: Extra-curricular Activities, Community Service, Work Experience and Awards & Honors

(Do not duplicate information or submit additional materials as they will not be considered)

Please list your Extra-curricular Activities for the past three years only:

Date From/To (i.e. 9/08 – 6/09)	Average # hours per month	Activities/Organization	Position Held (e.g. member, officer, etc.)

Please list your Community Service (unpaid) for the past three years only:

Date From/To (i.e. 9/08 – 6/09)	Average # hours per month	Organization Served	Activities Performed

Please list your Work Experience (paid) for the past three years only:

Date From/To (i.e. 9/08 – 6/09)	Average # hours per month	Employer	Job Responsibilities

Please list your Awards & Honors for the past three years only:

Date From/To (i.e. 9/08 – 6/09)	Awards & Honors Received

REQUIRED CERTIFICATIONS AND RELEASE

Applicant Certification: I certify the information provided in this application is, to the best of my knowledge, true and correct. I have not knowingly withheld any facts or circumstances that could otherwise jeopardize consideration of this application. I certify that I am not related to any individual employed by, who serves on a scholarship committee of, or sits on the Board of Governors at The San Diego Foundation. Also, I acknowledge that any additional required materials submitted for a specific scholarship (i.e. CD, DVD, etc.) will not be returned.

Financial Information: I certify financial information provided in my application is complete and accurate to the best of my knowledge. If requested, I agree to provide additional verification of the information provided. Falsification of information may result in my ineligibility or termination of any scholarship granted.

Agreement of Terms: I certify that I have read carefully the Hans H. and Margaret B. Doe Scholarship criteria to which I am applying. I understand if I do not meet the criteria, do not submit the required information, or the application arrives late, is faxed, or the materials are not submitted together, my application is incomplete and will not be considered. I agree to adhere to all of the terms and conditions of my scholarship(s) and those set forth by The San Diego Foundation if I am selected as a recipient.

Release of Information - must be signed by applicant AND parent/guardian: By signing this application, I hereby (i) formally authorize any individual of any portion of this document to provide information of any kind whatsoever requested by The San Diego Foundation or any of its employees, or representatives, and (ii) forever release any of the entities or individuals seeking or providing any such information from any and all claims or damages that I may or actually do sustain as a result of seeking or providing such information.

Press and Media Release: If selected to receive a scholarship, I authorize The San Diego Foundation to use my name, school, photograph, and scholarship(s) awarded for press and media purposes.

Signature of Applicant _____ Date _____

Applicant's Social Security Number (required) _____

Signature of Parent/Guardian _____ Date _____
(if applicant is under age 18 or a dependent)