

Community Action, Inc.  
Topeka, Kansas 66607-1578

## 2008 Scholarship Guidelines and Application Instructions

**Number, Amount & Type of Award:** Two (2) \$500 scholarship grants are offered for the 2008-09 school year. These grants are not renewable. Previous recipients may reapply.

### Eligibility Requirements:

- Applicant must be an adult or graduating high school senior residing in Clay, Dickinson, Geary, McPherson, Ottawa, Saline, Shawnee or Wabaunsee County, Kansas.
- Applicant must be enrolling in at least 6 credit hours in a Kansas college or be enrolling in an equivalent course of study at a Kansas vocational or trade school. The award of the scholarship grant will be pending documentation of acceptance to an educational institution.
- Applicant must be pursuing a course of study that promotes the Community Action mission summary, vision, promise and motto (*additional information can be found on the following page*).
- Applicant must demonstrate a financial need, a plan for financing education plans, and demonstrate qualities of leadership, good citizenship and community service.
- Applicants who are graduating high school seniors must sign a release allowing contact with the school counselor.
- Grant recipients must agree to present a written or oral presentation to Community Action's Board of Directors at the end of the Spring semester (2009) reporting how the scholarship grant was of benefit.
- Grant recipients must use the scholarship grant for the purpose intended by the Board of Directors (in direct pursuit of a higher education) or forfeit the right to the award.

**Method of Distribution:** A check will be made payable to the recipient of the scholarship grant on proof of enrollment at a qualifying educational institution. Grant recipients will be required to sign an agreement stipulating the use of the grant award (see Authorized Use of Funds).

### Authorized Use of Funds:

- Tuition/books
- Child Care
- Other (per individual need and on agency approval)
- Living Expenses
- Tools/Uniforms

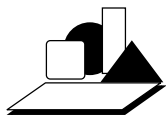
**Interview Process:** The interview panel will interview selected applicants mid-April to mid-May 2008. Applicants selected for interviews that reside outside of Shawnee County will be offered a travel reimbursement at the Community Action standard per mile reimbursement rate that is outlined in Agency Financial Policies.

**Application Period:** Applications must be received prior to the close of business on **January 31, 2008**.

**Application Instructions:** Applications are to be completed in accordance with the guidelines communicated within this document and as instructed within the 2008 Scholarship Application. Only complete applications will be considered.

**Submission:** Applications are to be submitted to: Community Action, Inc., 1000 SE Hancock, Topeka, KS 66607-1578

**Information/Applications:** Information and application documents may be obtained by calling Community Action at 785/235-9561 or by web access at [www.kacap.org](http://www.kacap.org).



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## 2008 Scholarship Guidelines and Application Instructions-Supplemental Agency Information

Community Action is a locally controlled, private non-profit corporation that receives major grants and funding from federal, state and private entities. Since the mid-1960s Community Action Agencies have been involved with helping to provide services that improve the lifestyle of low-income individuals. Through the services accessed at our organization, clients are able to gain empowerment and reach self-sufficiency goals. There are over 1,000 Community Action Agencies in the United States. The Community Action Agency in Topeka, KS, Community Action, Inc. has been located in this community for over 35 years. The agency forbids discrimination on the basis of race, creed, color, national origin, sex, political affiliation, beliefs, age or disabilities in all aspects of its policies, procedures and operations.

### **Our Mission Summary**

To alleviate the causes and conditions of poverty:

1. through the promotion of public policy that helps those in poverty move to greater self-reliance; and
2. by providing services and resources that meet basic needs, promote self-reliance and enhance the quality of life for individuals and families.

### **Our Motto**

Helping People Help Themselves

### **Our Promise**

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.

### **Our Vision**

For Individuals & Families	For the Communities That We Serve	For Community Action, Inc.
All people have the "tools" needed to thrive	Every sector contributes to the full range of experiences and opportunities that create a high quality of life for all community members	The Agency environment supports associates, volunteers and constituents as they work together to achieve the Agency's mission