**JASON LIMBACK MEMORIAL SCHOLARSHIP**

# DONOR ADVISORY BOARD POLICY AND PROCEDURES

1. The Donor Advisory Board shall consist of three members with representation from the following:

a. One officer or employee of the State Bank of Missouri

 b. One member of the Concordia R-2 School District Ag Advisory Committee

 c. One member at large

1. Advisory Board shall meet at least once annually to review scholarship applications.
2. This meeting shall take place during the month of April each year, as the deadline for scholarship applications is April 1st.
3. Jason Limback Memorial Scholarship Fund is invested with the Tri-Co Community Foundation, Inc.
4. A chairman and secretary of this Advisory Board shall be elected each year.
5. Replacements on this Advisory Board shall be submitted to the Tri-Co Community Foundation, Inc. by the Donor Advisors before January 1 of any given year.
6. The Agriculture Education Instructor at Concordia High School shall serve as an ex-officio member of this Advisory Board. He/she shall not have voting privileges but is to serve as a liaison between the Advisory Board, the Concordia R-2 School District and the students to help promote the scholarship.
7. A majority of the voting members of the Board shall constitute a quorum.
8. The following criteria shall be considered by the Advisory Board when selecting a recipient:
	1. Applicant must be a current 4-H or FFA member.
	2. Applicant must be a graduating high school senior.
	3. Applicant must plan to attend a trade or technical school, a college or university majoring in agriculture.
	4. Applicant must submit a completed scholarship application with two letters of recommendation to the guidance counselor by April 1st.
	5. It is strongly suggested that the recipient of this scholarship make the presentation at the following year’s graduation exercise.
	6. Grants are primarily for students attending the Concordia R-2 School District.
9. The amount of the scholarship may be amended by the Advisory Board from time to time as the income from the fund increases or decreases. (The recommended initial scholarship amount is $150.00)
10. The donor would like for this scholarship fund to be a true endowment, using only the interest income from the investment to pay for the scholarship. There is, however, a provision in the scholarship guidelines that states “income and principal from the fund may be distributed.”
11. A “Request for Distribution” from must be submitted to the Tri-Co Community Foundation, Inc. by the Advisory Board annually for payout directly to the trade school or technical school, college or university of the recipient’s choice.
12. It is not a requirement of this Advisory Board to payout this scholarship every year if the Board, at it’s discretion, feels that there is not a qualified recipient.

**JASON LIMBACK MEMORIAL SCHOLARSHIP**

## APPLICATION FORM

### General Information

1. Applicant must be a current 4-H or FFA member.
2. Applicant must plan to attend a trade or technical school a college or university majoring in agriculture.
3. Applicant must be a graduating high school senior.
4. Scholarship will be administered by the Tri-Co Community Foundation, Concordia, MO.
5. It is strongly suggested that the recipient of this scholarship make the presentation at the following year’s graduation exercise.

### Requirements

Requirements for application consideration are:

1. The completed application form which is attached.
2. Two letters of recommendations from teachers, employers, or neighbors, but not relatives. The reference letters include personal comments applicable to the applicant’s character, honesty, dependability, cooperativeness, and industry.

All of the above requirements must be submitted on or before **April 1** to the high school guidance counselor.

 **Due Date: April 1**

#### JASON LIMBACK MEMORIAL SCHOLARSHIP FORM

##### Personal Information

(Last Name) (First Name) (Middle Name) (Sex)

 (Home Address of Student) (City) (County) (State) (Zip Code)

 (Age) (Date of Birth) (Social Security Number)

Parents or Guardian’s Name:

Occupation:

Are you a current 4-H or FFA member? How many years?

What College or Technical School do you plan to attend?

What would you like to major in?

What are your goals in life? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What kind of work experiences have you had during your high school years?

Do you plan to work part-time to assist with your school expenses?

If so, describe your plans

##### Extra Curricular Activities

##### A. List church, community and volunteer activities:

B. List your top High School activities:

1. References

##### For reference, give the name, address and occupation of two non-related persons you have contacted concerning the qualifications. Attach a copy of the letter of recommendation to the application and turn it into the high school guidance counselor no later than April 1st.

1. Name: 2. Name:

 Address: Address:

 Occupation: Occupation:

 (Signature of Applicant) (Date)

###### Approval of Parents

*I have read the statements of this application. They are accurate and I approve of this application.*

 (Signature of Parent) (Date)

The Understanding in serving as Donor Advisors

as designated by the donor of

Jason Limback Memorial Scholarship Fund, Concordia, MO

A consensus shall be established among the advisors before official actions are taken by them.

1. The Jason Limback Memorial Scholarship Fund has been established with a gift made to the

 Tri-Co Community Foundation, Inc. It is agreed that the Donor or others may, at any time

 hereafter, during life or by will, transfer money or property to the Fund and which shall

 thereafter be dealt with in all respects as part thereof.

2. The principal of the Fund shall be invested and reinvested from time to time in such manner

 as may be determined by the Board of Directors of the Foundation.

3. The yearly income and principal in the special projects account of the Fund may be

 distributed in annual increments or in total amount to the educational institution of the

 recipient’s choice.

4. The provisions below apply to Donor Advisors.

 a. Donor Advisors shall organize themselves by selecting a chairman and secretary. The

 advisors may meet in person, conduct telephone and video conference calls, or

 communicate by mail, E-mail or Fax to conduct business. The chairman will usually

 organize meetings and conference calls. The advisors are to keep minutes of their activities

 and submit such to the Board of Directors of the Foundation when asked to do so.

1. In the event that a Donor Advisor cannot continue to serve, the rest of the advisors shall

replace that member before the beginning of a new fiscal year for the Foundation.

1. Persons eligible to serve as Donor Advisors for Jason Limback Memorial Scholarship Fund, Concordia, MO and therefore regarded as candidates to fill a vacancy are men and women of legal age, and descendants of the donor(s) or patrons of the Concordia R-2 Public School District. This Donor Advisory Board shall consist of three members, with representation from the following: one officer or employee of the State Bank of Missouri, one member of the Concordia R-2 School District Ag Advisory Committee and one member at large. Names of a person or persons to be considered for a vacant position on the existing list of Donor Advisors may be submitted by a donor to the fund or by an existing Donor Advisor. The name of a new advisor shall be submitted to the Foundation by the Donor Advisors before January 1 of any given year.