

LANSING COMMUNITY COLLEGE FOUNDATION
Designated Scholarship Fund
Letter of Agreement
TEMPLATE

On this ____ day of _____, 2010, _____, established a designated account with the Lansing Community College Foundation to be known as the:

_____ **Scholarship**

For the purpose of providing financial assistance for Lansing Community College students.

All scholarship recipients are selected by a committee appointed by the LCC Foundation Board of Directors. Selections are made in accordance with donor restricted criteria.

1. Recipients shall be residents of the Lansing Community College district or service area. **OR** Recipients shall have an in district, out of district or international residency status at LCC (*selected by donor*)
2. Recipients shall be enrolled in LCC's _____ Program as a _____-time student (minimum ____ credits) (*selected by donor*)
3. Recipients shall demonstrate financial need as determined by the information provided on the scholarship application. (*selected by donor*)
4. Recipients shall have and maintain a _____ grade point average. (*selected by donor*)
5. Scholarship awards shall be for tuition and fees. **OR** Scholarship awards shall be for tuition, fees and educational expenses. (*selected by donor*)
6. The _____ may suggest to the Foundation potential recipients as long as the process for selection of potential recipients is in accordance with policies of the institution, is non-discriminatory, and is an open process to all qualified applicants.
7. In any circumstance in which the _____ recommends a potential scholarship recipient, there shall be a statement insuring that there is no conflict of interest between those responsible for the selection of the applicant and the named applicant.
8. In the event that this fund is inactive for a period of three years or that the purposes for which the fund was established is no longer applicable and/or can be identified, the balance in the fund shall become unrestricted for the Foundation to use for appropriate tax exempt purposes for the furthering of their mission.

9. All donations are non-refundable, per this signed letter of agreement between the donor and the LCC Foundation.

Chief Contact Person: _____

Address: _____

Telephone: _____

Email address: _____

Signed:

Scholarship Donor

Date

LCC Foundation

Date