



## **INFORMATION FOR CHAPTERS - FAQ'S**

Ohio Scholarships for 2023-2024 School Year

### **What is the Ohio Scholarships (OS) Fund?**

The Ohio Scholarships Fund was renamed by the delegates at the 1995 convention. The Fund was established from monies collected for a planned Ohio P.E.O. retirement home that never materialized. For several years prior, the fund was named the Ohio Grant-in-Aid Fund. The P.E.O. Foundation now holds and invests the funds for Ohio State Chapter (OSC). This is Ohio's own scholarship fund which is in addition to the six International Projects.

### **What is the source of the money?**

The fund is supported primarily by gifts from Ohio P.E.O. members. Individuals and chapters may make contributions to Ohio Scholarships. The funds and accumulated interest are disbursed annually.

### **How can I and/or my chapter donate money?**

Individuals may send their gifts directly to the P.E.O. Foundation using the Individual Gift Transmittal Form found on the Ohio P.E.O. website, noting on the memo line OS Fund 2. Individuals may also donate using the online option on the P.E.O. International website: Giving Opportunities. Chapter treasurers may submit chapter gifts on the most current OSC Chapter Gift Transmittal Form, also found on the Ohio P.E.O. website. Send Chapter gifts to Beth Cox, Executive Assistant to the Treasurer, 7600 Tyler's Valley Drive, West Chester, OH 45069.

### **How much are the awards?**

The amounts vary each year depending on the gifts received from Ohio P.E.O. chapters and members, the investment climate, and the number of qualified applicants. The minimum award is \$750.00..

### **Who is eligible to receive an Ohio Scholarship?**

- Scholarships are available to women who reside in Ohio. An applicant's legal and permanent residence must be Ohio; establishing out of state residency for purposes of in-state tuition is not allowed.
- Scholarships are for applicants who will be:
  - o Attending Cottey College
  - o Pursuing an undergraduate degree
  - o Pursuing a master's degree
  - o Attending an accredited college or university in the US or Canada
- These scholarships are not for applicants currently enrolled in higher level degrees such as MD, DDS, PhD, or other doctoral level degrees.
- See Ohio State Chapter Bylaws and Standing Rules Article IX, Section 1.

### **How does the chapter identify potential applicants?**

These are women with whom a chapter member has an association, connection, and/or friendship. The chapter finds applicants through members with personal knowledge of the potential applicant. Calling or soliciting high school counselors for names/recommendations is discouraged. The use of flyers promoting Ohio Scholarships or selection of candidates by non-P.E.O.'s is not permitted as it does not afford the chapter to have a personal knowledge of the applicant.

### **Where do I find an application and instructions, and how do I know if it's the current year?**

Current application forms can be obtained from the member section of *P.E.O. Ohio State Chapter* website at [www.ohiopeo.org](http://www.ohiopeo.org). The academic year for the use of the award is noted in the title of the form. Be certain your applicant is using the 2023-2024 Ohio Scholarships Application url link embedded in the *Instructions to Applicant* document

### **How do chapters help the applicants apply?**

Read the current *Instructions to Applicant* document to know and understand what the applicant is expected to do and submit.

### **How do chapters complete their part?**

Read these resources to know and understand your responsibilities:

- Instructions to Sponsoring Chapter
- Instructions to Applicant
- Information for Chapters - FAQ's
- Hints and Tips for Completing the Chapter Information and Candidate Recommendation Form

### **How can an applicant most accurately complete the Student/Family Financial Statement?**

- Information entered in the "Estimated Educational Expenses" section should be based on

estimates given by the college for the upcoming year. “Campus Housing/Meals” pertains to on campus expenses only, not mortgage payments. “Transportation/Parking” expenses are for commuters and/or campus parking permit fees.

- Information for the “Financial Resources Available” section is completed by either the applicant or the applicant’s parents, depending on the age and legal status of the applicant. If the student is still a dependent, the parents complete the “Family’s Adjusted Gross Income” using the most recent 1040 tax form.
- The applicant completes the “Student’s Projected Earnings”, which would be the total earned from any summer or school year employment. “Total Estimated Scholarship/Grants” is the anticipated amount for the upcoming year. The applicant is to list *by name* the scholarships and grants she has applied for with the award amounts, if known. The student may not have received notification of awarded funds at the time this application is being completed.

### **Can applicants reapply?**

Yes. All applicants, whether past successful recipients or not, are eligible to reapply, using all the steps of the process. The chapter initiates the application process for each new year, being mindful to use the current forms. Please be sure to include all the requested information as though the Ohio Scholarships committee is reviewing the applicant’s material for the first time.

### **Can applicants simultaneously apply for other P.E.O. funds?**

Yes. Your applicant can work with any of your chapter project chairmen – PCE, ELF, and STAR. Chapters need to assist Cottey students to complete the application process, as well. Working cooperatively, your chairmen can help your applicant meet the application requirements and deadlines for these funds.

### **How does the Ohio Scholarships Committee function?**

The OS Committee consists of three members and the OSC Vice President who serves as adviser. At a selection meeting held in February, the committee meets and reviews each application to determine the awards to eligible applicants. Consideration for awards shall be based on scholarship, financial need, participation, and leadership. The committee’s recommendations are submitted to the executive board of OSC for approval. A list of the scholarship recipients is sent to the P.E.O. Foundation Board of Trustees for final approval.

### **How does the applicant and chapter know if a scholarship is awarded?**

After approval has been made by the OSC executive board and the P.E.O. Foundation Board of Trustees, the applicant and sponsoring chapter will receive an email from the OS committee. Following that notification, the P.E.O. Foundation will send an email to the recipient with further instructions for securing her funds.

At this time, a regrets letter is also sent to those applicants and their sponsoring chapters who have not received an award.

**When will the money be sent and to whom?**

Recipients must complete two online forms as explained in the initial award letter from the Foundation: the Acceptance Application and the Confirmation of Enrollment form. Once both forms are completed, checks can be issued as early as July. The award funds will be transferred by the P.E.O. Foundation either to the applicant or to the institution per the applicant's preference as stipulated on her application.

**What is the role of the Chapter's OS chair and each chapter member?**

- Educate your chapter about Ohio Scholarships. Keep your chapter informed by giving regular committee reports. Report on the progress of previous and current recipients.
- Challenge the chapter to be aware of Ohio women known to them who are pursuing their educational goals: high school seniors, college students, and non-traditional students.
- Encourage your chapter to include OS in its annual budget of planned giving. This fund is supported by the generosity of Ohio P.E.O. members. Maintaining a file of past applicants and your chapter's previous submission materials may be helpful for future submissions. Such a file can help your chapter remain in touch with and support the young women your chapter has sponsored in the past. This also provides historical information.

**---FAQs about THE COTTEY COLLEGE and OHIO SCHOLARSHIPS CONNECTION ---****Are there OS funds available just for Ohio students attending Cottey College?**

Yes. There are named, designated funds for use by current or prospective Cottey students.

**How does a chapter know of prospective Cottey students from their area?**

The Ohio Cottey Committee Chair will contact your chapter president if a prospective Cottey student lives in your area. A Cottey student cannot complete an Ohio Scholarships application without a chapter sponsor. If contacted, start right away to help her meet the February 1<sup>st</sup> deadline.

**What does a chapter do if you sponsored a current Cottey student?**

If she is planning to continue her education at Cottey or another accredited school, help her reapply to Ohio Scholarships.