

Sarasota County Bar Association

Richard R. Garland

Diversity Scholarship Application Form



Application Deadline: January 30, 2016



COMMUNITY
FOUNDATION

OF SARASOTA COUNTY

COMMUNITY FOUNDATION OF SARASOTA COUNTY

The Community Foundation is a public charity founded in 1979 by the Southwest Florida Estate Planning Council as a resource for caring individuals and the causes they support, enabling them to make a charitable impact on the community. With assets of nearly \$291 million in more than 1200 charitable funds, the Community Foundation awarded grants and scholarships of more than \$19.3 million dollars (FY 2014-2015) in the areas of arts, culture and humanities, education, civic engagement, health, human services, animal welfare, and the environment. For more information, visit www.CFSarasota.org.

SARASOTA COUNTY BAR ASSOCIATION

Sarasota County is located on Florida's Gulf Coast between Tampa and Ft. Myers, and includes the municipalities of Sarasota, Longboat Key, Venice, and North Port. Sarasota County is under the jurisdiction of Florida's Twelfth Judicial Circuit. The Sarasota County Bar Association is a voluntary not-for-profit association of attorneys with over 800 members. As a leader of the local legal community, the Sarasota County Bar Association advances professionalism, promotes practice development, encourages public service, fosters fellowship and supports access to legal services for all. It is dedicated to the promotion of diversity, inclusion, and equal opportunity in the field of law and for all members, and prospective members, without regard to race, color, age, religion, gender, ethnicity, origin, sexual orientation, physical disability or socioeconomic background. Further information may be obtained by visiting the Sarasota County Bar Association website at www.sarasotabar.com or emailing to scba@sarasotabar.com.

SARASOTA COUNTY BAR ASSOCIATION RICHARD R. GARLAND DIVERSITY SCHOLARSHIP

The Sarasota County Bar Association Diversity Scholarship Fund is intended to provide an internship opportunity for first through third year law students of under-represented minority backgrounds (e.g. race, color, religion, national origin, ethnicity, age, gender, sexual orientation, physical disability, or socioeconomic background), who have an interest in practicing law in Sarasota County upon graduation, to obtain summer placement in private law firms and governmental agencies in Sarasota County. The Scholarship Application is open to those aforementioned law students enrolled in Florida law schools and those enrolled in out-of-state law schools, but who have or having had family, school, or community ties to Sarasota County; are interested in practicing law in Sarasota County.

The Diversity Scholarship aims to foster an employment and collegial relationship between the law student/s and the legal employer/s and consequently enhance the diversity of the Sarasota legal community. At the conclusion of the student's summer employment, the law school where the student matriculates will receive scholarship funds of up to \$5,000.00 per student, to be used by the student for his/her law degree. The Diversity Intern also earns wages from the Employer.

The SCBA Diversity Committee assigns an attorney mentor to each Diversity Scholarship Intern. Along with the Internship Employer, the SCBA mentor coordinates the activities promoting the Diversity Scholarship Intern's professional development during the internship period. The Diversity Scholarship Intern and the Diversity Scholarship Employer will be welcomed and recognized, respectively, at a reception by the SCBA and representatives from the Community Foundation of Sarasota County.

Information regarding housing alternatives may be obtained from the SCBA Diversity Committee.

FLORIDA BAR CERTIFIED LEGAL INTERN

Becoming a Florida Bar Certified Legal Intern (CLI) may increase your employability among a greater number of potential employers. A CLI may appear in any court or before any administrative tribunal in Florida while under the supervision and written approval of a licensed attorney. A CLI may also engage in other activities such as preparing pleadings, briefs, abstracts and other documents and may also participate in oral arguments in appellate courts.

Obtaining your CLI designation is strictly voluntary and is not a requirement to qualify for the Richard R. Garland Diversity Scholarship. However, becoming a CLI will enable you to accept employment with a wider variety of potential employers, particularly government employers such as the State Attorney's Office and the Public Defender's Office, which typically require their applicants to be CLIs.

Due to the time it may take for the Florida Bar to review and process CLI applications, it is recommended that you start this process as soon as possible if you wish to become a CLI. More information about the application process and the requirements for obtaining your CLI designation can be found here: <http://www.floridabarexam.org/>

DETERMINATION OF AWARDS

Students are selected for the scholarship in a three step competitive process: a) a panel of attorney members of the Sarasota County Bar Association Diversity Committee reviews and ranks the applications considering financial need and personal merit; b) participating legal employers conduct job interviews of the top ranked students to determine the most suitable for employment; c) the Community Foundation approves the students selected.

DETERMINATION OF FINANCIAL NEED

A needs analysis is conducted considering the total cost of education, the expected parent and/or student contribution, and other grant and loan funds awarded to the student. Scholarship finalists may be contacted either by letter or telephone and asked to provide additional information to the Foundation on other grants or loans awarded by schools and other funding sources. This data will be used in determining the amount of certain awards. This information will be held in strictest confidence.

NOTIFICATION AND PAYMENT OF AWARDS

All applicants are notified in writing whether or not they receive an award. Recipients will be notified by the Community Foundation in April 2016. Payments are mailed directly to the school's financial aid office prior to the beginning of each school year.

APPLICATION PROCESS

To apply, students must submit the application form and enclose any additional required attachments. **Completed applications must be in the Community Foundation office by January 30, 2016.** Applications MAY NOT be faxed or e-mailed.

If first semester grades of a 1L applicant are not available by deadline January 30, 2016, the 1L applicant authorizes his/her law school to promptly release his/her transcript to the Community Foundation of Sarasota County as soon as grades are made available by the law school registrar.

SARASOTA COUNTY BAR ASSOCIATION DIVERSITY SCHOLARSHIP APPLICATION DATA

I. PRELIMINARY INFORMATION

Name: **Mr. Ms. Dr.** _____
(circle one) Last First Middle Initial

Male _____ Female _____

Present Address: _____
Street

_____ City State Zip Code

Dates to use present address: _____

Permanent Address: _____
Street

_____ City State Zip Code

Dates to use permanent address: _____

Mailing Address (if different from above): _____

_____ City State Zip Code

Telephone: (_____) _____ (_____) _____
Primary Secondary

E-Mail Address(es): _____

Date of Birth: _____ Place of Birth: _____
Month/Day/Year

Citizenship: _____ United States _____ Permanent Resident

If a permanent resident, how long have you lived in the United States? _____

Alien #: _____

The purpose of the Sarasota County Bar Association Diversity Scholarship Fund is to provide an opportunity for first through third year law students of underrepresented minority backgrounds (e.g. race, color, religion, national origin, ethnicity, age, gender, sexual orientation, physical disability, or socioeconomic background), who have an interest in practicing law in Sarasota County upon graduation, to obtain summer placement in private law firms and governmental agencies in Sarasota County, Florida, so that they and potential employers in the Sarasota County legal community may establish a connection. *Please indicate here any such groups in which you would include yourself:*

II. ESSAY – No more than 250 words.

Please write a brief essay, (less than 250 words) describing how your particular background would help the Sarasota County Bar Association in achieving its goal of making the local legal community more diverse as previously defined.

III. EDUCATIONAL BACKGROUND

Undergraduate and Graduate/Law Education

Undergraduate Institutions	City and State	Degree	Date Degree Awarded or Expected	Major	GPA

Graduate/Law Institutions	City and State	Degree	Date Degree Awarded or Expected	Major	GPA

Score on LSAT: _____

Honors and Awards

Please list the honors and awards you have received during your graduate/law and undergraduate studies (academic and non-academic). Please use the space provided.

IV. EXTRACURRICULAR ACTIVITIES

Please detail extracurricular activities in which you have been significantly involved during the last 5 years, and describe your participation or offices held. If you do not have significant extracurricular activity, you may choose to attach an optional brief statement explaining why there is minimal extracurricular activity.

Activity	Years Involved	Special Awards, Leadership Roles

V. COMMUNITY SERVICE

Please detail community service activities in which you have participated.

Activity	Years Involved	Special Awards, Leadership Roles

VI. PERSONAL

Please answer the following:

- Yes No Have you been placed on academic probation or been required to withdraw from any school for academic reasons?
- Yes No Have you ever been the subject of any disciplinary action taken by any school or college, or are charges pending?
- Yes No Has your undergraduate or graduate/law course been interrupted for one or more terms for any reason?
- Yes No Have you ever been convicted of a felony or misdemeanor? Or is any charge pending against you for any crime other than a minor traffic violation?
- Yes No Have you been separated from a branch of the armed forces of the United States under conditions other than honorable?

If you answer “yes” to any of these questions, please explain fully in a separate statement.

Recommendation Letter

You must submit at least one, but no more than two, letters of recommendation from a law professor or prior legal employer with your application. Please provide the name and email addresses of the person(s) submitting recommendations on your behalf. Include each person's affiliation to you, e.g., “professor” or “employer”:

1. _____
2. _____

This application will not be considered unless this recommendation is attached.

It is the applicant's responsibility to ask this reference to submit a short (one page only) letter giving his or her opinion of the applicant's character, strengths, weaknesses, abilities and other information that would help the Committee make its decision. The reference should state his or her relationship to the applicant. **Please submit your recommendation letter in a sealed envelope accompanying your application, both in one mailing.**

VII. EMPLOYMENT

Full-Time Employment

Please list your last five positions of full-time employment and military service, starting with most recent employment. (List employment during the school year below.)

Date From	Date To	Position	Name and Location of Employer	Reason for Leaving

Part-Time and Term-Time Employment

Please list positions of employment you held as an undergraduate or graduate/law student during the academic year, starting with most recent employment.

Date From	Date To	Position	Name and Location of Employer	Reason for Leaving

VIII. FINANCIAL INFORMATION

Do you have legal dependents other than a spouse? Yes No

How many people live in your household? Adults Children

Are you the first person in your family to attend college? Yes No

Are you the first person in your immediate family to attend/graduate law school? Yes No

What are your current, major sources of income?

<input type="checkbox"/> Alimony/Child Support	<input type="checkbox"/> Social Security
<input type="checkbox"/> Employment	<input type="checkbox"/> Spouse - Partner
<input type="checkbox"/> Public Assistance	<input type="checkbox"/> Unemployment
<input type="checkbox"/> Self Employed	<input type="checkbox"/> Other (please explain)

Current employment

	Student	Spouse/partner
Weekly earnings:	\$ _____	\$ _____
2015 income:	\$ _____	\$ _____

	Employer	Position	No. of Weeks Employed	Weekly Income
Summer 2015				
Academic Year 2015-2016				

Please fill in income, expense and asset data for the year January 1, 2014 to December 31, 2014 and enclose a complete signed copy of your **most recently filed IRS TAX RETURN** (Form 1040). If you have not filed a tax return in the past three years, please so indicate and give your best current estimate of income, expense and assets for the last year.

1. Adjusted gross income..... \$ _____
 Earned income..... \$ _____
 Interest/dividend income..... \$ _____

2. Total U.S. income tax paid..... \$ _____

3. Income earned by others living in your household... \$ _____

4. Non-taxable income: Social Security Benefits,
 Child Support, Alimony, Welfare, other \$ _____

IX. Student's Asset Information

Please complete the following asset information for the student (and spouse, if applicable). Please refer to the section at the end titled "Special Circumstances" if you wish to provide additional information for any item.

Cash, savings, checking accounts: \$ _____

Home:

_____ Own Monthly mortgage payment: \$ _____

_____ Current principal balance: \$ _____

_____ Rent Monthly rent payment: \$ _____

Other real estate (explain): \$ _____

Business (explain): \$ _____

Stocks, bonds and other investments (explain): \$ _____

Trust funds of which student/spouse is beneficiary: \$ _____

Retirement accounts: \$ _____

Estimated Expenses

Please use school data or information from your financial aid package. Budget should be for one full year of expenses and resources). *THIS SECTION IS VERY IMPORTANT TO SHOW HOW YOU PLAN TO FINANCE YOUR EDUCATION.

BUDGET for the period from _____ to _____

Estimated Annual Expenses

Tuition & Fees \$ _____
(credit hour costs & fees)

Books & Supplies \$ _____

Room & Board \$ _____

Personal Expenses \$ _____

Transportation \$ _____

Child Care \$ _____

Other(list) \$ _____

TOTAL BUDGET: \$ _____

Estimated Annual Resources

From family, friends \$ _____

Student contribution \$ _____

V.A. or S.S. Benefits \$ _____

Loans \$ _____

Other Financial Aid \$ _____
(Work Study, etc.)

Other Awards \$ _____

Other Resources (list) \$ _____

TOTAL RESOURCES \$ _____

X. Educational Loans and Financial Assistance

Please refer to the section at the end titled "Special Circumstances" if you wish to provide additional information for any item.

Scholarships/grants for 2015-2016 academic year:

Source: _____ Amount: \$ _____

Source: _____ Amount: \$ _____

Financial Assistance from third persons (explain):

Source: _____ Amount: \$ _____

Source: _____ Amount: \$ _____

Are you currently in default on a federal educational loan? ____ Yes (explain) ____ No

Please list your outstanding educational loans:

Lender: _____ Amount:\$ _____ Payments: _____

Lender: _____ Amount:\$ _____ Payments: _____

Lender: _____ Amount:\$ _____ Payments: _____

Lender: _____ Amount:\$ _____ Payments: _____

Lender: _____ Amount:\$ _____ Payments: _____

Special Circumstances

Please explain any special circumstances affecting your financial situation that would be helpful to the Committee in assessing your financial need. *(Add a separate sheet if necessary.)*

XI. CERTIFICATION

_____ I am NOT a relative of any donors who have established a Community Foundation of Sarasota County scholarship fund.

_____ The information contained in this application is true and correct to the best of my knowledge and I will inform the Community Foundation of Sarasota County of any changes which might occur in this information. I understand that providing false, misleading or incomplete information will be the basis for denial or revocation of scholarship funds.

_____ By signing this application I authorize the Community Foundation to verify any information provided herein and I authorize the Community Foundation of Sarasota County to contact present and former employers and references for information pertaining to this application. I hereby agree to provide proof of the information that I have given on this application form, including a copy of my and my parents' U.S. income tax returns. I understand that failure to provide such proof may result in denial of scholarship funds.

Applicant's Signature _____ **Date** _____

RELEASE FORM

Sarasota County Bar Association Diversity Scholarship

This is to confirm that the undersigned has applied for a scholarship grant from the Sarasota County Bar Association Diversity Scholarship Program.

As consideration for such grant and for the opportunity to participate in the Sarasota County Bar Association Diversity Scholarship Program, you hereby grant to the Community Foundation of Sarasota County and the Sarasota County Bar Association the right to use in all media, your name and voice, and, if we so choose, your photograph, biography and excerpts from your scholarship application (excluding personal financial information), in connection with the Sarasota County Bar Association Diversity Scholarship, publicity about the program, newsletters, brochures and other materials.

If the foregoing terms are satisfactory, please sign and date this agreement below and return it with your application. Execution of this Agreement does not obligate the Sarasota County Bar Association or the Community Foundation of Sarasota County to select you as a scholarship recipient, nor to publish your information or other materials.

I hereby consent to the use of information about myself and my application, as stated and described herein, and agree with the provisions of this release form:

Signature: _____ Date: _____

Name: (typed or printed) _____

Permanent Address: _____

ADDENDUM

If first semester grades of a 1L applicant are not available by deadline January 30, 2016, the 1L applicant authorizes his/her law school to promptly release his/her transcript to the Community Foundation of Sarasota County as soon as grades are made available by the law school registrar.

Applicant's Signature _____ **Date** _____

CHECKLIST FOR COMPLETE APPLICATION

(Please make sure you have completed the following:)

- _____ Attached an essay of no more than 250 words.
- _____ Completed all pertinent areas of this application.
- _____ Signed the certification (IX).
- _____ Supplied recommendation letter.
- _____ Enclosed Law School transcript.
- _____ Enclosed most recent IRS TAX RETURN, if applicable.
- _____ *In the Community Foundation office by the January 30, 2016 deadline.*
(Faxed applications will not be accepted)

Please return completed application to:

**Community Foundation of Sarasota County
ATTN: Earl Young
2635 Fruitville Road
Sarasota FL, 34237**

**Please be careful to apply the CORRECT POSTAGE.
Failure to do so will result in your application being returned.
THANK YOU.**

Applications must be returned to the Community Foundation by January 30, 2016

For further information please contact:

**Earl Young, Scholarship Manager
Community Foundation of Sarasota County, Inc.
(941) 556-7114
eyoung@cfsarasota.org
www.cfsarasota.org**

For more information regarding the Sarasota County Bar Association:

**www.sarasotabar.com
scba@sarasotabar.com**