

RICHLAND HIGH SCHOOL CLUB 40 SCHOLARSHIP PROGRAM NARRATIVE

Conley-Richey-Overdahl Memorial Scholarship

THE ORIGIN

The Richland Club 40 Scholarship Program was established in 2004 by the Board of Directors to honor the memory of two Club 40 founding fathers, Ray Conley ('46 RIP) and Don Richey ('47 RIP). The scholarship was called the Conley-Richey Memorial Scholarship. Inspiration and thrust for the creation of the program came from Dick McCoy ('45). From 2006 – 2013, Club 40 awarded two \$1000 scholarships each year to graduating seniors. The scholarships were funded by the Club 40 membership.

In the spring of 2005, the general membership of Club 40 was notified of the new scholarship program by an article in the Dust Storm, Club 40's bi-annual newsletter. The publication also announced that donations were now being accepted by the Club 40 Scholarship Fund. Shortly thereafter, contributions began flowing in to the Club 40 Treasurer, for deposit into the Scholarship Fund. The response from the Club 40 members was heartwarming, and by the spring of 2006 Club 40 members had donated enough money for the scholarship committee to award its first \$1000 scholarships to two deserving Richland High School (RHS) seniors. Subsequently, two \$1000 scholarships were awarded in May of each successive year from 2006 through 2013.

In 2013, the Club 40 Board of Directors voted and approved two additional Club 40 Scholarships in the name of Pete Overdahl ('60 RIP), to be awarded beginning with the RHS graduating class of 2014 as part of the Conley-Richey-Overdahl Memorial Scholarship Program. Four \$1000 scholarships have been awarded each year in 2014 – 2016.

PROGRAM STRUCTURE AND PHILOSOPHY

The Club 40 Scholarship Program is implemented by a committee consisting of a chairperson and at least three additional members. The committee reports directly to the Club 40 President and is responsible to the Board of Directors and to the Club 40 general membership for finding, evaluating, selecting, and sponsoring RHS seniors who are the recipients of the Conley-Richey-Overdahl Memorial Scholarships. The committee chairperson is selected by the Club 40 President. The scholarship committee is expected to provide a written status report to the Board of Directors at each scheduled Club 40 board meeting.

The scholarship committee focused its operation by distilling its responsibilities down to the four which were considered to be critical to the success of the scholarship program. Failure to properly implement any one of the four responsibilities would risk placing the program in jeopardy. The four responsibilities are discussed as follows:

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1. Coordinate with the Richland High School (RHS) scholarship coordinator in seeking graduating senior scholarship applicants.

The scholarship coordinator at Richland High School runs the RHS Career Center. The Career Center provides a huge resource and service to the Club 40 scholarship program. Each year the scholarship committee updates the scholarship application documents and electronically transmits them to the Career Center for reproduction. Following reproduction, the documents are collated into a two page Club 40 application form and a cover letter that describes who Club 40 is and then provides instructions to the student in completion of the application form. Next, the Career Center scholarship coordinator advertises the availability of Club 40 scholarship applications on both their website and their monthly newsletter. They answer any questions that interested student applicants might have, and they also collect completed applications and provide them to the Club 40 scholarship committee chairperson on the specified deadline. The Career Center also sponsors the RHS Annual Awards program (an evening program beginning in 2013) where the graduating seniors receive their awards and scholarships.

The majority of the scholarships are presented to the students by the Principal or a Senior Counselor on behalf of a Company or College/University. Only 4 or 5 presentations are made by representatives of the organization sponsoring the awards; and Club 40 is one of them.

2. Evaluate and select deserving senior students.

After much discussion the scholarship committee chose the following criteria for use in selecting the recipients for the Conley-Richey-Overdahl Memorial Scholarship. Each criterion is equally weighted.

- Financial need
- Academic achievement
- Extracurricular activities
- Work and community activities

The process used to apply the selection criteria begins with each committee member independently reading each scholarship application and assigning a score between zero and 25 points for performance against each of the four criteria. Next, each committee member adds their scores for each applicant and ranks the students in descending order. The committee then meets to compare results from each member. Differences in scoring are discussed, corrections are made if required, and then all scores are added together to see if four winners stand out above the rest. If there are more than four that are close, discussion continues until the committee resolves the impasse and consensus is achieved. If there is a tie with one or more of the

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applicants for first, second, third, or fourth place, the committee would then score those applicants again to break that tie.

The evaluation and selection process involves approximately 30-40 work-hours of effort by the committee.

3. Inform Club 40 members of scholarship awards.

The scholarship committee believes that communication with the membership is of vital importance to the success of the program. Likewise, it is also important to maintain contact with the scholarship recipients during their first year of college to hear how they are doing and then pass the information on to the membership through articles published in the Dust Storm. It is important that the loop be closed between the people who donated the money for a scholarship and the student who received it. When possible, written information is obtained from the Club 40 Scholarship winners several times the first year in the form of a letter to the membership that can be published in the Dust Storm. Other communications are routinely made through written and verbal reports to Club 40 Officers and the Board of Directors. These reports cover the full range of scholarship activities. Communications about the program is enhanced with the addition of the Scholarship Program to the richlandclub40.org web site.

4. Coordinate with the Treasurer to ensure funds are available for the scholarship award(s) and that disbursement of scholarship money is done in a responsible manner.

The scholarship committee does not receive or disburse scholarship funds. Also, Club 40 does not send scholarship money directly to the student. All donations to the scholarship fund are received by the Club 40 Treasurer. All disbursements to fund a Club 40 scholarship are sent by the Club 40 Treasurer to the college or university where the funds are deposited into an account for the student to use for paying college expenses. A Club 40 scholarship is not funded until enrollment is verified and a Student Identification Number has been issued by the college or university and received by the Club 40 Treasurer.

Another benefit that Club 40 receives from the RHS Career Center is the Verification of Enrollment form that RHS issues to the student who has received a scholarship at the annual awards ceremony. It is issued under the RHS letterhead from the RHS Principal to the college or university "Admissions Officer." The student is instructed to give this form to the Admissions Officer at the college or university they attend. Following the student's first week in class, the Admissions Officer sends the completed form to the Club 40 Treasurer and verifies enrollment and provides the name and address of the person the Club 40 Treasurer is to send the check to for deposit into the student's account.

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PROGRAM GOALS

The goals of the Scholarship Program are as follows:

1. Award \$1000 Scholarships each year to four Richland High School seniors
2. By January 1, 2012 – Achieve One \$1000 self-sustaining scholarship. This goal was achieved.
3. By January 1, 2019 – Achieve Two \$1000 self-sustaining scholarships

Following attainment of these goals, options for future goals may include additional \$1000 self-sustaining scholarships, or increasing the scholarship amounts. As stated above, two additional \$1000 scholarships have been presented since 2014 for a total of four (4) scholarships each year.

DONATIONS TO THE CONLEY-RICHEY-OVERDAHL MEMORIAL SCHOLARSHIP FUND

The cost of obtaining a college education has risen sharply in the last several years and cost will soon be out of reach for the parents of many RHS graduating seniors. The Club 40 scholarship program can help these families reach their dreams for their children's future.

Currently, the Richland High School Club 40 scholarship program is almost entirely funded by donations from Club 40 members. The scholarship program is open to all Richland High School graduating seniors who wish to compete for one of the Club 40 scholarships. You do not need to be a Club 40 member to make a contribution to the Club 40 Scholarship Fund. Club 40 will happily accept donations from anyone who wishes to help a Richland High School graduate achieve a college education.

Richland High School Club 40 received a letter from the IRS in 2008 which explained that upon their review of Club 40's request for tax exempt status, they determined that Club 40 is exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions made to Club 40 are deductible under section 170 of the Code. Club 40 is also qualified to receive tax deductible bequests, devices, transfers or gifts under section 2055, 2106 or 2522 of the Code.

Please keep these thoughts in mind when you are considering making a financial contribution to the Club 40 Scholarship Fund.

Richland High School Club 40 members are given the opportunity to make scholarship fund contributions when they submit their "Club 40 Dues Registration" attendance form in advance of the annual meeting held in September of each year.