CHILDREN’S TRUST FUND (CTF)
SCHOLARSHIP GUIDELINES & INSTRUCTIONS

Orangewood Foundation’s Children’s Trust Fund (CTF) Scholarships provide financial assistance to current and former Orange County, CA, foster youth engaging in the pursuit of higher education. Students may apply once a year until the age of 25 (or until they’ve obtained a bachelor’s degree, whichever comes first). Submitting an application does not guarantee funding. Not all applicants are eligible. Along with the CTF Scholarship application, supporting documentation is required and eligibility must be verified.

ELIGIBILITY GUIDELINES:
In order to be eligible for scholarship consideration, student applicants must meet the following criteria:

- Declared a dependent of Orange County, CA (verified through the Orange County Social Services Agency and/or a Dependency Verification/Ward of the Court letter)
- Under the age of 25 at time of each new application
- If beyond the age of 25, must be a continuing CTF student in good standing and under the $25,000 scholarship cap
- Accepted to an accredited university, community college, or graduated from a CTF approved trade school
- Met application and supporting documentation deadline (Fall Deadline: 9/30 & Spring Deadline: 2/28)
- Part-time students are eligible and scholarship amounts will adjust based on units enrolled/completed
- Once approved, demonstrated measurable academic progress (minimum 2.0 Term & Cumulative GPA)
- If returned to biological parents or adopted, must have been returned or adopted after 13th birthday
- Must have been in foster care for more than 90 days
- If married, spouse contribution may be considered
- If a parent, must submit a suitable child care plan (see ‘Personal Essay Criteria’ on page 3 of the CTF Scholarship application)
- Must be within the 75 unit community college maximum
- If attending a trade school, must not have received CTF funding for another trade school in the past (1 trade school maximum)
- Exceptions: Declared dependents from other jurisdictions and other students including those who are entering or re-entering post-secondary education after their 25th birthday may be considered on a case by case basis if they have a significant connection to the Orangewood Foundation.

APPLICATION PROCESS:
1. Application & Supporting Documents: Submit a new CTF Scholarship application and supporting documents (required each academic year). See student applicant categories and corresponding lists of supporting documents on page 3 of the application. Application and documents may be hand-delivered, mailed, faxed, or emailed. The CTF Scholarship application can be found at www.orangewood4you.org/childrens-trust-fund.
2. Application Deadline: Application and required supporting documents must be received at Orangewood Foundation by 9/30 in the Fall and 2/28 in the Spring. Applications received after those dates may delay funding or may not be approved. If a late application is not approved, it may be considered for the following term. The best time to apply is in the Summer months, in preparation for the Fall term, or in the Winter, if planning to start in Spring.
3. Application Approval/Denial: Applications will be reviewed on a first-come, first-serve basis and funding is approved at the discretion of the CTF Program. Funding is not guaranteed. CTF staff will contact applicants to inform them of receipt of application, application status, and timeline for scholarship disbursements.
4. Interview & Ongoing Support: Students may be asked to attend an interview and/or orientation with a CTF Advisor and asked to attend subsequent meetings for life skills and academic guidance. Some students may be asked to provide mid-term progress reports to a CTF Advisor.

Vocational/Trade School Applicants: Students interested in attending a vocational/trade school are required to first consult with a CTF Advisor and get pre-approval for CTF funding prior to enrollment and prior to accepting student loans. Things to consider when choosing a vocational/trade school are the school’s quality of education, accrediting agency, pricing, debt load for the student, use of Federal financial aid, student qualifications for admission, ability to transfer credits/units to other higher education institutions, etc. Comparable programs through ROP or a community college should be considered first. Vocational/trade school students who are pre-approved prior to enrollment are not considered for CTF funding until after graduation/completion.
SCHOLARSHIP FUNDING BY CATEGORY:
A complete breakdown of amounts funded per unit/term is included in the annual funding table below:

<table>
<thead>
<tr>
<th>Semester/Quarter Units Enrolled and Completed</th>
<th>University (Semester System)</th>
<th>University (Quarter System)</th>
<th>Community College</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 units or more</td>
<td>$2,250/semester ($4,500/year)</td>
<td>$1,500/quarter ($4,500/year)</td>
<td>$1,251/semester ($2,502/year)</td>
</tr>
<tr>
<td></td>
<td>Early semester disbursement $1,125</td>
<td>Early quarter disbursement $1,500</td>
<td>Early semester disbursement $625</td>
</tr>
<tr>
<td></td>
<td>End of semester disbursement $1,125</td>
<td></td>
<td>End of semester disbursement $625</td>
</tr>
<tr>
<td>11 units</td>
<td>$2,062.50/semester ($4,125/year)</td>
<td>$1,375/quarter ($4,125/year)</td>
<td>$1,146.75/semester ($2,293.5/year)</td>
</tr>
<tr>
<td>10 units</td>
<td>$1,875.00/semester ($3,750/year)</td>
<td>$1,250/quarter ($3,750/year)</td>
<td>$1,042.50/semester ($2,085/year)</td>
</tr>
<tr>
<td>9 units</td>
<td>$1,687.50/semester ($3,375/year)</td>
<td>$1,125/quarter ($3,375/year)</td>
<td>$938.25/semester ($1,876.50/year)</td>
</tr>
<tr>
<td>8 units</td>
<td>$1,500.00/semester ($3,000/year)</td>
<td>$1,000/quarter ($3,000/year)</td>
<td>$834/semester ($1,668/year)</td>
</tr>
<tr>
<td>7 units</td>
<td>$1,312.50/semester ($2,625/year)</td>
<td>$875/quarter ($2,625/year)</td>
<td>$729.75/semester ($1,459.5/year)</td>
</tr>
<tr>
<td>6 units</td>
<td>$1,125.00/semester ($2,250/year)</td>
<td>$750/quarter ($2,250/year)</td>
<td>$625.50/semester ($1,251/year)</td>
</tr>
<tr>
<td>5 units</td>
<td>$937.50/semester ($1,875/year)</td>
<td>$625/quarter ($1,875/year)</td>
<td>$521.25/semester ($1,042.50/year)</td>
</tr>
<tr>
<td>4 units</td>
<td>$750.00/semester ($1,500/year)</td>
<td>$500/quarter ($1,500/year)</td>
<td>$417/semester ($834/year)</td>
</tr>
<tr>
<td>3 units</td>
<td>$562.50/semester ($1,125/year)</td>
<td>$375/quarter ($1,125/year)</td>
<td>$312.75/semester ($625.5/year)</td>
</tr>
<tr>
<td>2 units</td>
<td>$375.00/semester ($750/year)</td>
<td>$250/quarter ($750/year)</td>
<td>$208.50/semester ($417/year)</td>
</tr>
<tr>
<td>1 unit</td>
<td>$187.50/semester ($375/year)</td>
<td>$125/quarter ($375/year)</td>
<td>$104.25/semester ($208.5/year)</td>
</tr>
</tbody>
</table>

Additional Scholarship Funding Information:

- **Vocational/Trade School:** Students may receive up to $2,502 per year, based on full-time enrollment. Cost and length of program are considered and applications will be processed upon graduation/completion of program. Funding may be paid directly toward student loans. **Vocational/trade school programs must be pre-approved by a CTF Advisor prior to enrollment.**

- **Ongoing Transcript Submissions:** Official or Unofficial Transcripts with previous term classes, units, grades, and both term and cumulative GPA are due after each term in order to get the end of the semester disbursement and the next early semester/quarter disbursement. They are due by 9/30 in the Fall and 2/28 in Spring. Transcripts may not be copied/pasted into an email or Word document.

- **Ongoing Class Schedule Submissions:** Proof of enrollment is required by 9/30 in the Fall and 2/28 in the Spring. In order to receive the early semester/quarter disbursement, a class schedule formatted by the school needs to be submitted and should include student’s name, school, term, class list, and number of units per class.

- **Previous Academic Year Funding:** The annual academic funding period/fiscal year is from July 1st to June 30th. All scholarships expire each year on June 30th. Funding does not roll over into the next funding period.

- **Eligible Purchases:** CTF Scholarship funding may be used for tuition for all terms including winter and summer intersessions, books, school supplies, and living expenses.

- **Mid-Year Student Update:** The Student Update form is located on the Orangewood Foundation website at www.orangewoodfoundation.org. Student Updates are required after the Fall term and by 2/28 for the Winter quarter or Spring Semester. This is required to receive the early Winter or Spring disbursement.

- **Employment Certificates:** CTF Emancipated Grant funding up to the age of 25 may be available for job related certificates such as food handler certificate, forklift operator certificate, guard card, etc. **Complete the Emancipated Grant Application and Essay.**

- **Driver’s Education:** CTF scholarship students qualify for driver’s education funding up to an additional $300 if they have not received CTF funding in the past and don’t currently have a driver license. Driver’s Education funding will be offered as a reimbursement to eligible students with proof of completing driver’s education and proof of their state issued driver license.

**CONTACT US:**
CTF application and supporting documents may be sent to Orangewood Foundation/Children’s Trust Fund. For questions please contact the Program Assistant.

- Orangewood Foundation Address: 1575 E. 17th St., Santa Ana, CA, 92705
- CTF Email: CTF@orangewoodfoundation.org
- Orangewood Foundation Website: www.orangewoodfoundation.org
- Program Assistant/Yarixel Smith: O(714) 619-0240 / F(714) 796-2140
- CTF Advisor/Carla Vasquez: O(714) 619-0223 / F(714) 796-2123
- CTF Advisor/Liz Agraz: O(714) 619-0254 / F(714) 796-2154
CHILDREN’S TRUST FUND (CTF) SCHOLARSHIP SUBMISSION REQUIREMENTS
Applications will not be processed until all required documents have been submitted. See instructions below:

<table>
<thead>
<tr>
<th>Required Documents</th>
<th>Student Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>❑ Completed CTF Application</td>
<td>All</td>
</tr>
<tr>
<td>❑ Meet with a CTF Advisor (if necessary)</td>
<td>All</td>
</tr>
<tr>
<td>❑ Financial Aid Award Summary (submit when available)</td>
<td>All</td>
</tr>
<tr>
<td>❑ Proof of Enrollment/Class Schedule</td>
<td>All except Trade /Vocational School Grads</td>
</tr>
<tr>
<td>❑ First-Time Applicant &amp; Trade Personal Essay (see prompts below)</td>
<td>First-Time Applicants &amp; Trade/Vocational School Grads</td>
</tr>
<tr>
<td>❑ Returning Student Personal Essay (see prompts below)</td>
<td>Returning Students</td>
</tr>
<tr>
<td>❑ Dependency Verification/Ward of the Court Letter</td>
<td>First-Time Applicants</td>
</tr>
<tr>
<td>❑ Unofficial College Transcripts (with previous term grades, units completed, term GPA, and cumulative GPA)</td>
<td>All, if Applicable</td>
</tr>
<tr>
<td>❑ Upon completion of the Trade/Vocational Program provide Certificate of Completion</td>
<td>Trade/Vocational School Graduates</td>
</tr>
</tbody>
</table>

First-Time Applicant and Trade/Vocational School Graduate Personal Essay Criteria:
Please provide a brief narrative addressing the subjects below, typed and not more than two pages. Along with the CTF Application and other supporting documentation, the Personal Essay is DUE by 9/30 for Fall and 2/28 for Spring (Deadline dates do not apply to Trade/Vocational School Students).

1. Briefly describe your experience in foster care. Details about why you were in foster care are not necessary. Where did you grow up? What type of placement did you reside (i.e., foster home, group home, relative, etc.)? How long were you in foster care?
2. What is your current living situation?
3. Share your experience in school. Include information about your favorite classes and/or teachers as well as areas where you may have had difficulty. Also, share any activities such as sports, clubs, or other activities you have enjoyed.
4. If you have held a job or done volunteer work include information about your involvement.
5. If you have participated in other Orangewood Foundation Programs, let us know.
6. Describe your educational and career plans. Why did you choose major? Why did you select this school for higher education? What is the salary range of the career you would like to pursue? Have you met with a counselor or other mentor to help you with your education and career plans?
7. Tell us about your support system or supportive adults in your life.
8. Discuss other financial resources available to meet your educational and daily living needs (For example, employment/wages, personal savings, family contributions, other scholarships/grants, etc.). Approximately, how much will these other resources contribute?
9. What are your alternate plans if you are not granted this scholarship?
10. If you have children, please describe your child care plan.

Returning Applicant Personal Essay Criteria:

1. Please describe your academic progress thus far:
   - Describe the courses/program during your last school year and the work expected of you. Are you on track to graduate? When is your anticipated graduation date?
2. What is your current living situation?
3. If applicable, please explain if you have had any opportunities to incorporate what you have learned at school in your work/home setting.
4. Please explain how you are balancing school/home life – what are the challenges, if any?
5. Please explain how receiving Children’s Trust Fund scholarship has impacted your life.
6. If funding were denied, please describe your alternate plan(s).
7. Please explain how Orangewood Foundation can better assist you in your educational/career goals.