



## Ormond Beach Chamber of Commerce

### Rob Ridder Scholarship Fund

#### 2024 guidelines for applications

The Ormond Beach Chamber of Commerce Rob Ridder Scholarship was established in 2014 and is intended to recognize students of Chamber members for outstanding educational and community service achievement. The Ormond Beach Chamber expects to award at least eight (8) one-time new scholarships this school year. Each recipient will be awarded a one-time scholarship of up to \$1,000. Eligibility and awards will be decided by the OBCC Scholarship committee based on the applicant pool.

#### Eligibility

To be eligible, each scholarship grant applicant must:

- a. **Be the child of a parent (or legal guardian) that is a member of the Ormond Beach Chamber of Commerce** in good standing; **and,**
- b. Be a senior at one of the high schools located in Volusia County and,
- c. Intend to attend any accredited university, college, community/State college, or vocational/technical institute beginning in the fall of 2024; and,
- d. Submit a **complete** application prior to the application deadline of **April 4, 2024**. A complete application shall include **all** of the requirements described herein and those contained in the application itself. Applications must include **all** of the materials listed below and must be submitted on the Application Form. Incomplete applications **will not be considered**; **and,**
- e. Have an email address which they regularly monitor, as this will be the primary form of communication between the applicant and the Ormond Beach Chamber of Commerce Rob Ridder Scholarship Fund Committee.

#### Criteria for Selection

The Ormond Beach Chamber of Commerce Rob Ridder Scholarship Fund Committee shall evaluate scholarship applicants based on the following criteria:

- a. Involvement in community service and commitment to making a difference.
- b. Demonstrated leadership in school and community activities.
- c. Character, integrity, initiative and other personal qualities.
- d. Financial need.

### **Application Requirements**

- a. Completed application form.
- b. Official high school transcript.
- c. One letter of recommendation from a teacher or counselor at the student's current school.
- d. Two letters of recommendation from people or organizations closely familiar with the applicant's community service, leadership activities or charity work. Writers must neither be related to the applicant nor staff members of the applicant's school.

Applicants are encouraged to procure the three letters of recommendation specifically for the application. Previously written letters of recommendation are acceptable if less than a year old, but applicants must provide copies of all letters with the application. All three letters of recommendation must include the following:

1. Identification of the writer along with a home or business address and phone number.
2. How long the writer has known the applicant, and the nature of their relationship.
3. Specific references to the selection criteria relevant to the writer's relationship to the applicant, the qualities and experiences that recommend the applicant for this award.

**APPLICATIONS MUST BE COMPLETELY FILLED OUT. THIS IS PART OF THE APPLICATION PROCESS. IF YOU DO NOT COMPLETE ALL SECTIONS AND PROVIDE ALL REQUESTED DOCUMENTS, YOUR APPLICATION WILL NOT BE CONSIDERED.**

## General Guidelines & Process

- a. Applicant submits a completed application by mail or in person to the Ormond Beach Chamber of Commerce Rob Ridder Scholarship Fund, 165 W. Granada Blvd., Ormond Beach 32174, so that it is received **no later than 5:00 pm on Thursday, April 4, 2024.**
  - a. Email applications will be accepted; however, all application documents **MUST** be included in **ONE** email as a PDF and sent to [dcotton@ormondchamber.com](mailto:dcotton@ormondchamber.com)
- b. Applicants selected for interview will be notified by email or text of interview place/time on or before **April 11<sup>th</sup>**.
- c. 30-minute interview of applicant by members of the Ormond Beach Chamber of Commerce Rob Ridder Scholarship Fund Selection Committee.
- d. Notification to applicants and schools of award winners and amounts by **April 29<sup>th</sup>**.

## Interviews

Applicants shall provide three days/times at which they pledge to be available for a 30-minute interview. The Ormond Beach Chamber Rob Ridder Scholarship Fund Committee will make every effort to give all applicants their first or second choice but can make no guarantees. Applicants selected for an interview will be notified of the time and place. Applicants must remain available for all choices provided on the application until notified of their specific interview day and time. Applicants must confirm the interview day/time promptly. Changes to the schedule will be possible only under extraordinary circumstances. Applicants unable to make their interview will be ineligible for an award.

## Timeline/Checklist for Applicants

- a. **February 26<sup>th</sup>**: Applications will be available online [www.ormondchamber.com](http://www.ormondchamber.com)
- b. **February 26<sup>th</sup>**: Applications available from school career office

- e. **April 4<sup>th</sup>**: Applications are due no later than 5:00pm on April 4, 2024, by mail or in person to the Ormond Beach Chamber of Commerce Rob Ridder Scholarship Fund, 165 W. Granada Blvd, Ormond Beach, FL 32174. Applicants mailing their applications should do so well enough in advance to ensure timely arrival. Email applications will not be accepted, however All application documents MUST be included in ONE email and sent to [dcotton@ormondchamber.com](mailto:dcotton@ormondchamber.com)
- c. All late or incomplete applications will be rejected without review; no exceptions. Applicants are encouraged to be timely, carefully check their applications, and follow up with those they have requested to write their letters of recommendation to ensure that they are aware of this deadline.
- d. **April 11<sup>th</sup>**: Email notification sent to selected applicants detailing the place, date and time of their interview.
- e. **April 15<sup>th</sup>**: Deadline for applicants to confirm interview appointment by email to: [dcotton@ormondchamber.com](mailto:dcotton@ormondchamber.com).
- f. **April 17<sup>th</sup>, 18<sup>th</sup>, and 22<sup>nd</sup>**: Period of scheduled applicant interviews, all interviews will take place between 3:00 pm and 4:30 pm.
- g. **April 29<sup>th</sup>**: Notifications of awards to recipients and schools.
- h. Board of Director Members of the Ormond Beach Chamber of Commerce will present check at the Award Ceremonies for Seabreeze High School. All other school checks will be presented at the Board of Directors May 23<sup>rd</sup> meeting at 8:30am held at Ormond Beach Chamber of Commerce, 165 W Granada Blvd., Ormond Beach, Fl 32174.

## Miscellaneous

If selected for an award, applicants consent to the use of their name, picture, and selected information from their application (excluding any contact information) in the Ormond Beach Chamber of Commerce Rob Ridder Scholarship Fund publicity. While the Ormond Beach Chamber of Commerce is committed to the youth of our community and to the offering of this program, it nonetheless reserves the right, in its sole discretion, to amend, augment, or cancel all or any part of this program at any time and for any reason. Questions may be addressed via email to: [dcotton@ormondchamber.com](mailto:dcotton@ormondchamber.com).