# 2024 LEGACY UNIVERSAL SCHOLARSHIP PROGRAM

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Lake County's Community Foundation



## STRATEGIC PLAN 2024 \rightarrow 2028



# Strengthening Organizations

Establish opportunities for nonprofit organizations to engage in meaningful capacity building that seeks to build infrastructure within organizations of all sizes.



Enhance opportunities for residents to become more connected with their communities, advocate for change, and provide local leadership support to advance community causes and issues.



Offer access to comprehensive community information to empower and inspire donors to support the local community by making a lasting and meaningful impact.



# Mobilizing Philanthropy

Expand the impact, equity, and reach of grants and scholarships by becoming a data informed organization, fostering long-term growth and positive transformation within the community.



Aurture a thriving and innovative entrepreneurial ecosystem that provides equal opportunities for aspiring small business owners.

## LEGACY FOUNDATION SCHOLARSHIPS

- Northwest Indiana or Lake County students
- High school seniors and current college students
- Varied criteria
- Over \$1.7 million awarded last year
- Universal Application One application for over 45 scholarships
- Scholarship Information Booklet 2023 2024
- Awards are paid to the school and cover tuition, expenses, and room & board OR can be used for book reimbursement



# LEGACY FOUNDATION UNIVERSAL SCHOLARSHIP APPLICATION

- Open: November 1, 2023
- Deadline to begin application: February 1, 2024 Deadline for 3rd Party Requests February 15, 2024

**Award Notifications by May 1, 2024** 



## HOW IT WORKS

- The Universal Application allows you to apply for multiple scholarships through one application.
- Based on your answers, the system automatically determines what scholarships you are eligible for.
- Once you submit the Universal Application, you will need to go back in and answer supplemental questions for the various scholarships you qualify for.
  - Don't forget this step! If you don't submit for each individual scholarship (opportunity), you won't be scored for them. More is covered on slide 30.



## APPLY ONLINE

Legacyfdn.org



PRESS: Join Us At An Upcoming Event!

→ FUND ADVISOR PORTAL → GRANT LOGIN → SCHOLARSHIP LOGIN



■legacy@legacyfdn.org Email us today!

**2** 219.736.1880 Call us for more details!



PROFESSIONAL ADVISORS ▼ DONORS ▼

NONPROFITS ▼

SCHOLARSHIPS ▼

COMMUNITY PROGRAMS ▼

ABOUT ▼

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YOUR MATCHING TRIPLE THE **IMPACT DOLLAR DOLLARS** TRIPLE YOUR IMPACT - DONATE TODAY

**☑** legacy@legacyfdn.org Email us today!

**2** 219.736.1880 Call us for more details!



DONORS ▼

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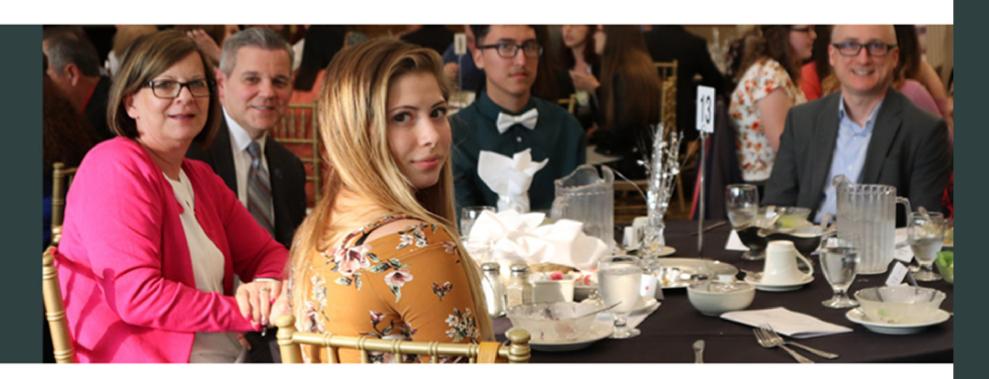
SCHOLARSHIPS ▼

COMMUNITY PROGRAMS ▼

ABOUT ▼

#### APPLY FOR SCHOLARSHIPS

- APPLY FOR SCHOLARSHIPS
- LILLY ENDOWMENT SCHOLARSHIP
- OPEN A SCHOLARSHIP FUND
- **→** RECENT RECIPIENTS
- STUDENT RESOURCES



#### Legacy Foundation Universal Scholarship Application

Legacy actively administers more than 40 scholarship funds. Our application process is designed to make it easier and less time consuming for students to apply for the scholarships available through the universal online application. Eligible students may be awarded a scholarship from one or more different funds. All applications must be completed and submitted through the online scholarship system found on the Foundation website. Please review the 🗷 Scholarship Information Booklet 2023-24 for detailed information for all scholarships.

The 2023-2024 Universal Scholarship Application is OPEN! All submissions must be completed using Legacy Foundation's online scholarship portal by 5:00 PM CST on February 1, 2024.



# LEGACY FOUNDATION

## Lake

Logon

Email Address'

Liliali Addiess

The Email Address\* field is required.

Password\*

The Password\* field is required.

Log On

Create New Account

Forgot your Password?



If you forget your password; click here. Check your junk mail if you don't get something from Foundant. Email Legacy if you are still unable to reset password.

If you have not applied for a

scholarship with us before, you will

need to create a new account. If you

applied for the Lilly Scholarship this

year or the UA last year, use your

existing account.

nmunity Foundation

DO NOT
use a high school- issued
email account!

Welcome to the Legacy Found

**New Users:** Please click on "Create New Account" to complete the registration process and create your logon credentials.

We do MOST of our communication via email. Please check your account regularly.

Do not use a high school affiliated email to create an account, to log-in, or as a contact email. Applications containing a high school affiliated email will be rejected.

**Existing Users:** Please enter your credentials and log in. If you forgot your password, please use the "Forgot your Password?" link to the left to reset your password.

**Not Sure?** If you think that you or someone at your organization has already registered in the system, do not create a new account. Please contact our Grant Administrator to receive your username.

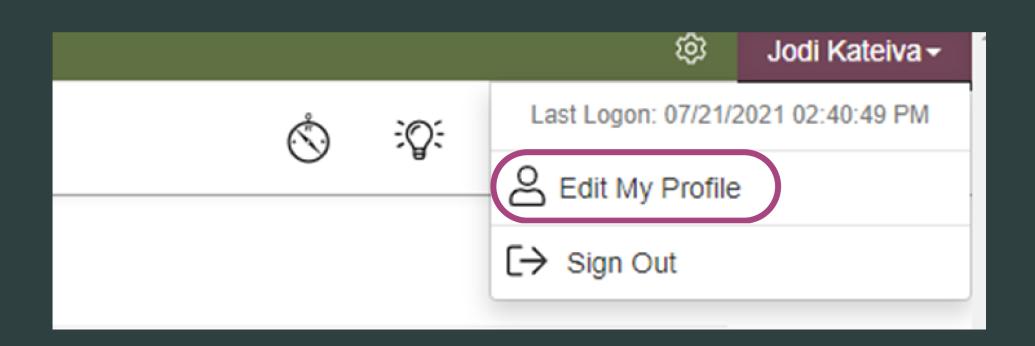
## CREATING YOUR PROFILE

User Information	
Prefix (Mr, Mrs, Ms, etc.)*	First Name*
Middle Name	Last Name*
Suffix (Sr, Jr, III, etc.)	Email / Username*
Email / Username Confirmation*	Telephone Number (###-### x###)*
Mobile Number (###-####)	Address 1*
Address 2	City*
Address 2	City*
Address 2 State*	City* Postal Code*
State*	

Please note - this is the information that will be attached to all future applications. Make sure everything is spelled & capitalized correctly.

This application must be completed by STUDENTS – NOT PARENTS!

## UPDATING YOUR PROFILE



If you move, get a new phone number, or email, please update this!

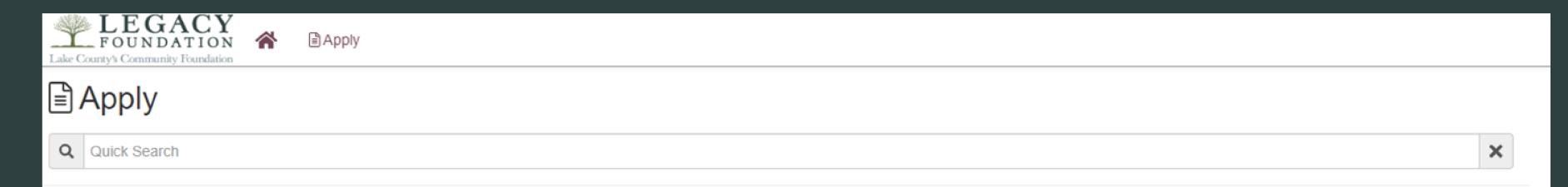
To change/update your information on your profile:

- Click Your Name in top right corner
- Click Edit My Profile

Please make sure this includes your most current contact information.



### HOW DO I APPLY?



### Legacy Foundation's Scholarship Program

#### Legacy Universal Scholarship Application

Open from November 1, 2023 to February 1, 2024

Legacy actively administers more than 40+ scholarship funds. Our application process is designed to make it easier and less time consuming for students to apply for the scholarships available through Legacy Foundation. Eligible students may be awarded a scholarship from one or more different funds. All applications must be completed and submitted through the online scholarship system.

Legacy Foundation - 2024 Universal Scholarship Application

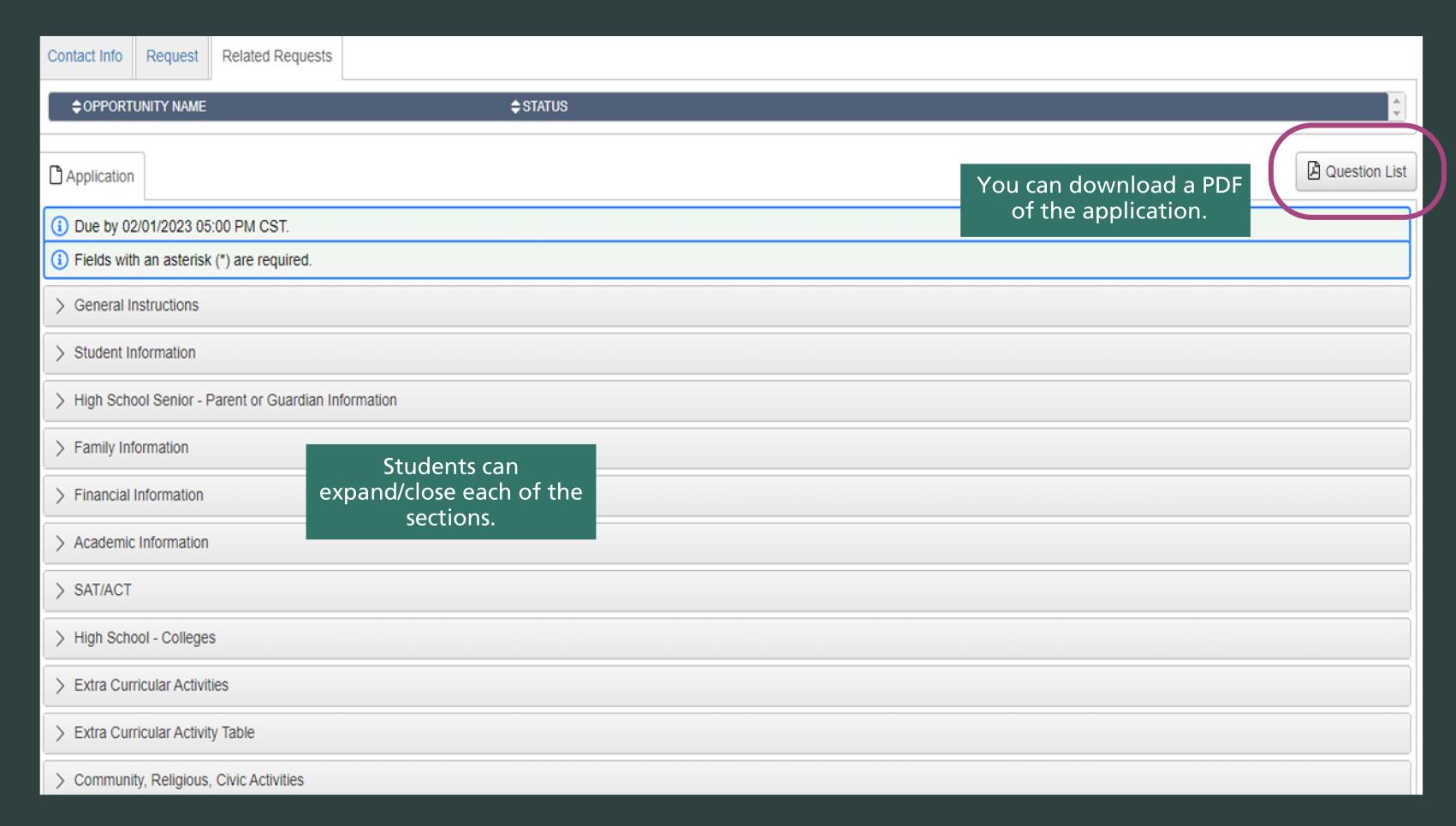
Accepting Submissions from 11/01/2023 to 02/01 (024 Apply

This is a universal application process. You will first complete all common questions on the Universal application. Once you SUBMIT, you will receive a confirmation message letting you know which scholarship opportunities you meet eligibility requirements for. If there are no supplemental questions for a particular scholarship, you will not need to do anything. If there are supplemental questions, you will need to use the CONTINUE button to access those questions.

Criteria for each scholarship can be found at https://legacyfdn.org/scholarships/apply-for-scholarships/

All scholarship applications MUST be started by February 1; all active applications are due by February 15, 2024 at 5 pm. CST.

## STUDENT VIEW: APPLICATION



## WHAT QUESTIONS ARE ASKED?

- Demographic information
- Scholastic Information (GPA, ACT/SAT if applicable)
- Major/Minor (current or intended)
- College choice (applied to, intended or current)
- Extra Curricular activities (school- affiliated activities)
- Volunteer Activities (church, political, nonprofit work, etc.)
- Employment history
- Essays
- Recommendation Contacts
- Special Criteria Scholarship questions- there are a series of yes/no questions.
- This helps the system sort students into the correct scholarships.
  - Specific major questions
  - Employer/membership questions
  - Intended (or current) college or college location



## STUDENT TYPE

#### •ಿಜ್ಜಿ Student Type\*

\*If you are still attending high school, but taking dual credit classes or are earning your AA degree while in high school, please select HIGH SCHOOL STUDENT.

- High School Senior
- Current College Student (Bachelors, Associates or Technical/Vocational degree program)
- Post-Graduate Student (MA, PHD, etc.)
- Completed high school (and/or some college) but currently not enrolled in a post-secondary school.
  - The application will self populate sections after you select Student Type
  - The Activities & Academic sections will look different for each category of student.
  - If you are a high school senior who is taking dual credit classes or obtaining your AA while in high school, please select HIGH SCHOOL STUDENT.

# STUDENT VIEW: STUDENT INFORMATION

∙ೆಭೆ Do you identify with any of the following?*						
Please select all that apply.						
	We ask these questions for tracking					
American Indian or Alaskan Native	purposes.					
Asian						
☐ Black or African American	We want to ensure that we are					
□ Native Hawaiian or Pacific Islander	reaching a diverse community of					
White	students reflective of					
Other	Northwest Indiana.					
Person with disabilities						
LGBTQ						
☐ Prefer not to answer						
ిండి Are you from a Hispanic, Latino or Spanish-speaking background?*						
○ Yes						
○ No						
∘ೆಭೆ Gender*						
*Please note, some scholarships are intended for individuals with a certain gender. In order to qualify for these, please be sure to provide an accurate response.						
○ Male						
○ Female						
○ Non-binary						
O Prefer to self- describe						
O Prefer not to answer						

## FINANCIAL INFORMATION: AGI

### Financial Information ి The Better FAFSA (Free Application for Federal Student Aid) The Better FAFSA opens December 31. Please wait to submit you application until you have completed the FAFSA and gotten your Student Aid Index. Even if you think your family makes too much money to qualify for financial aid, you should still fill out the FAFSA. You need to complete the FAFSA to be eligible for certain loans that don't rely on income such as the unsubsidized Direct Student Loan the PLUS loans for parents. The FAFSA is also required for many state-based college financial aid programs. For more information about the FAFSA, click here. ీడి AGI\* What was your family's AGI (adjusted gross income) as reported on their 2022 taxes? If your family did not report taxes, indicate the amount of money earned by the family for the year of 2022. This should not be zero (0). Please include income received by the family including state or federal assistance, disability or social security income (even if this income is not taxable). 📞 Number in Household\* How many people were indicated as part of your household on your 2022 taxes. This generally includes dependents and money-earners listed on the family's taxes. ೬ack Number of other family members that will be enrolled in college for the 2024/25 academic year?\* \*Do not include yourself in this count.

### FINANCIAL INFORMATION: FAFSA

#### ಿಜ್ಞ FAFSA - SAI\*

What is your Student Aid Index (SAI) according to your FAFSA?

The new FAFSA will allow students and families to use federal tax data transferred directly and securely from the Internal Revenue Service. Once the application is complete, students will receive a confirmation email including their estimated Student Aid Index and Pell Grant eligibility. This MUST be for the 2024/25 Academic Year.

If you do not plan to complete a FAFSA, please enter 999999

\* Failure to complete a FAFSA will impact eligibility for some scholarships.

#### ಿದ್ದ Student Dashboard Upload\*

Please upload a copy of your FAFSA Student Aid Report. If you have NOT received that, please upload a copy of your confirmation email from

If you did not complete a FAFSA, please upload a document that explains why.

Upload a file [5 MiB allowed]

ಿಜ್ಞಿ Please indicate how much estimated financial support you will get from others (family, etc).\*

This does not include scholarships, loans or Pell grants.

#### ಿ Financial Statement\*

Please provide information that may help us understand your financial need. How do you intend to pay for college? Advise of any unusual circumstances that could be taken into consideration while reviewing your financial information. Examples include: recent changes in job status, medical bills, caring for relatives in the home, educational expenses beyond your own, etc.

Please DO NOT submit until you receive your SAI from FAFSA.

If you don't receive it by deadline, you may submit but please reach out to me at jkateiva@legacyfdn.org or 219-736-1880.

## SAT/ACT SCORES

✓ SAT/ACT

Please include both your ACT and SAT scores if you have taken them.

SAT Score\*

You may use a super score.

#

#### **ACT Score**

You may use a superscore.

#

#### ACT Verification

Please upload a file that that verifies your ACT score (if applicable).

Upload a file [5 MiB allowed]

#### SAT Verification

Please upload a file that that verifies your SAT score (if applicable).

Upload a file [5 MiB allowed]

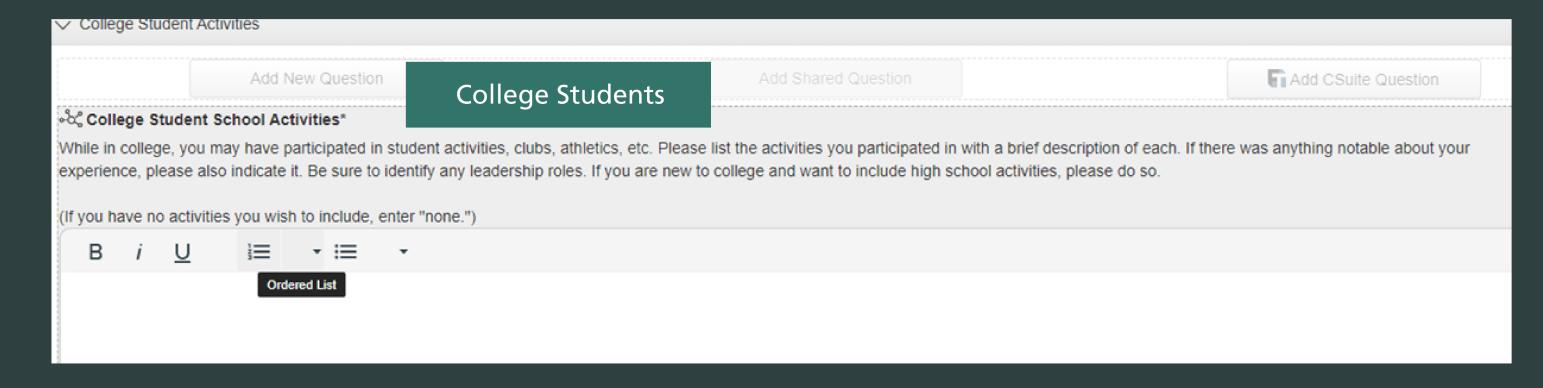
# HIGH SCHOOL SENIORS ONLY



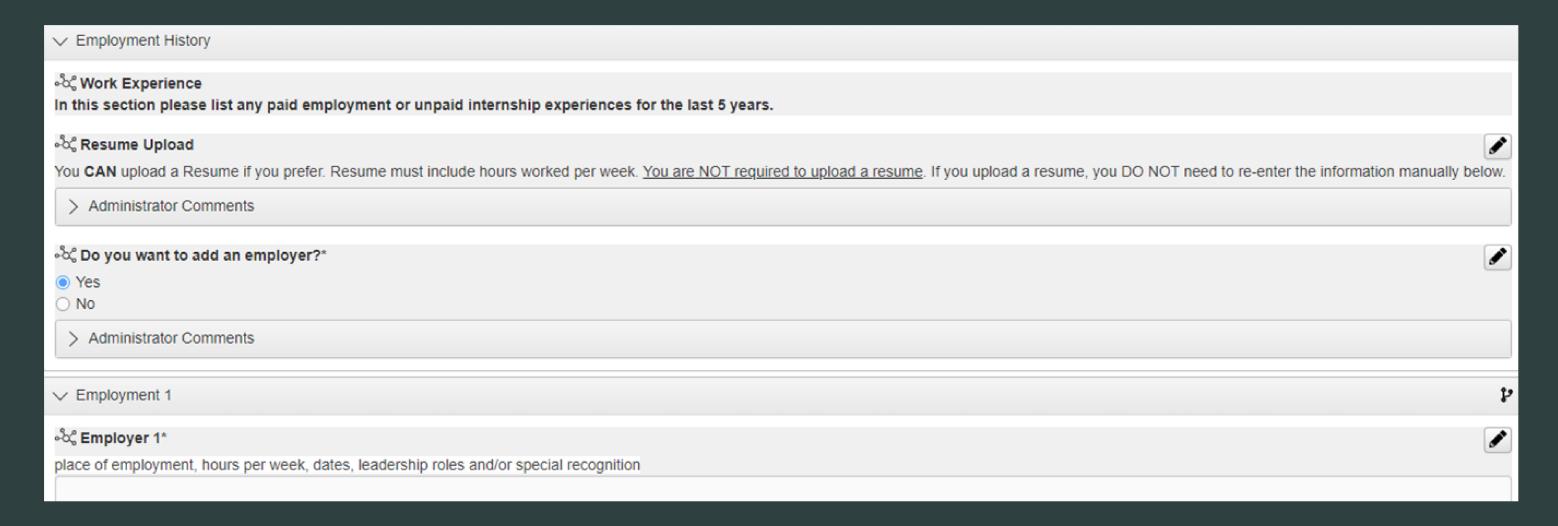
Lake County's Community Foundation

## EXTRA CURRICULAR TABLE

V Extra Curricular Ac	tivity Table	I I alla Calannal	<u> </u>	a : a				
Extracurricular Activities  High School Senior								
	Name	of Activity	©>	Number of Years	<b>\bigcirc</b>	Number of months & hours per week	$\bigcirc$	Leadership Roles/Special Recognition
Activity 1	A		#		Α		Α	
Activity 2	A		#		Α		Α	
Activity 3	A		#		A		A	
Activity 4	A		#		Α		Α	
Activity 5	A		#		A		A	
Other information:								
If there is something from above that you wanted to elaborate on, you may do so here. This is optional.								



## EMPLOYMENT



- You may upload a resume instead of entering the information separately.
  - There is NO need to do both.
  - If you are uploading a resume, make sure you include hours per week.



## ESSAY(S)



- There is one mandatory question that everyone must answer.
  - What are your future career goals? Where do you see yourself in ten years?
- Students must also answer two additional questions. Each essay should be 350-500 words in length. The questions are:
  - 1. As a Community Foundation, we value the importance of community. Describe a community in which you live, and how it has influenced the person you have become. You may define what community you are referring to; it could be a geographic, religious, cultural, school community, etc.
  - 2. The lessons we take from obstacles we encounter can be fundamental to later success. Recount a time when you faced a challenge, setback, or failure. How did it affect you, and what did you learn from the experience?
  - 3. Some students have a background, identity, interest, or talent that is so meaningful they believe their application would be incomplete without it. Please share this information with our selection committee.
  - 4. Please write a short autobiography including information about your family, hobbies, spare time activities and what inspires you. You may elaborate on work, community or school activities you didn't get to address in your application.
  - 5. Describe a time you worked hard towards a goal and what you learned from that experience? How did you grow? How will this help you in the future?
  - 6. Describe how you have demonstrated leadership inside or outside of school.

# TRANSCRIPT & RECOMMENDATION PROFILE: 3<sup>RD</sup> PARTY REQUESTS

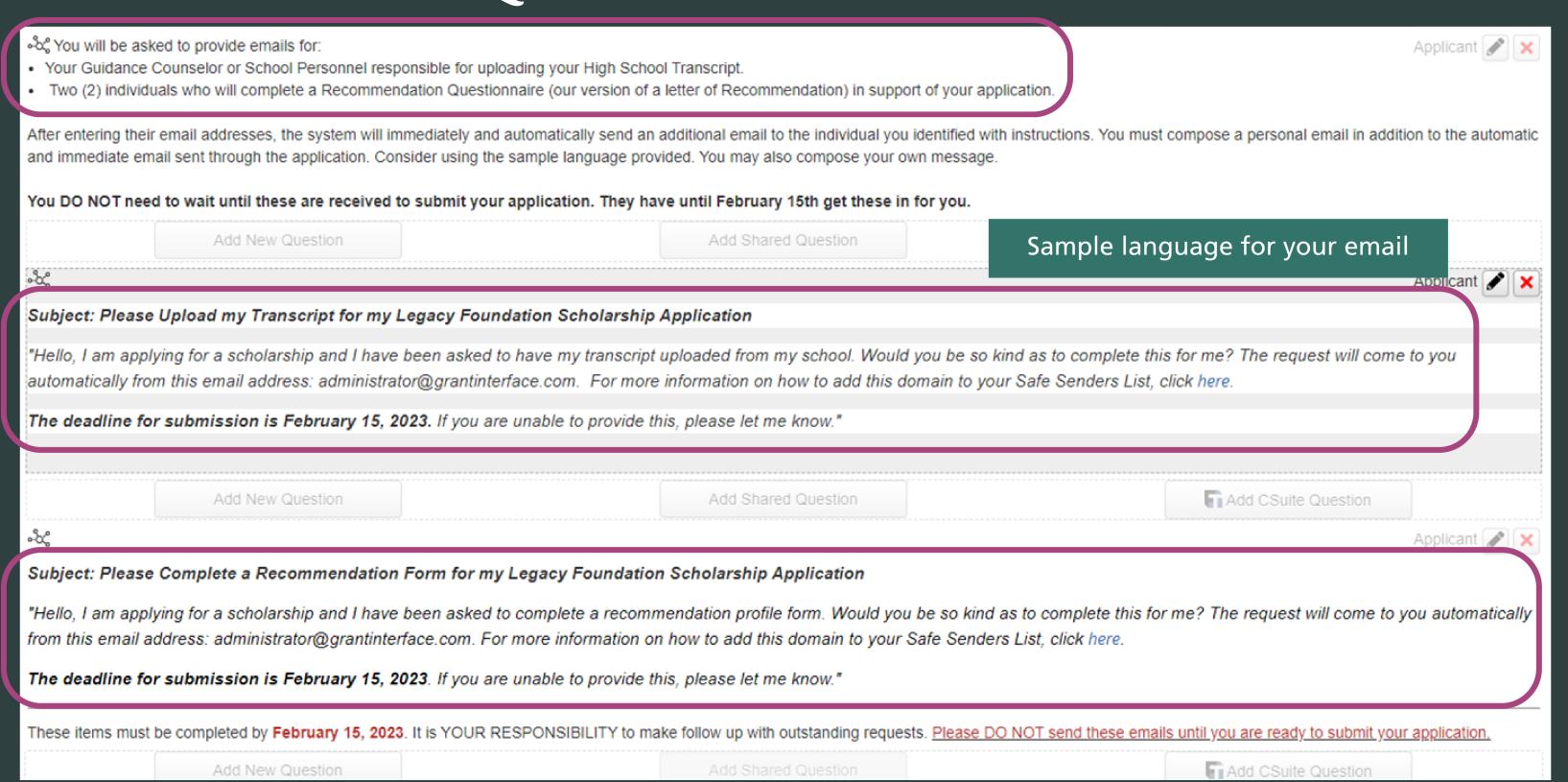
#### Transcripts

- High School Seniors will need to have School Guidance upload their transcripts through a 3rd Party Request.
- Current college students may upload their own transcripts.

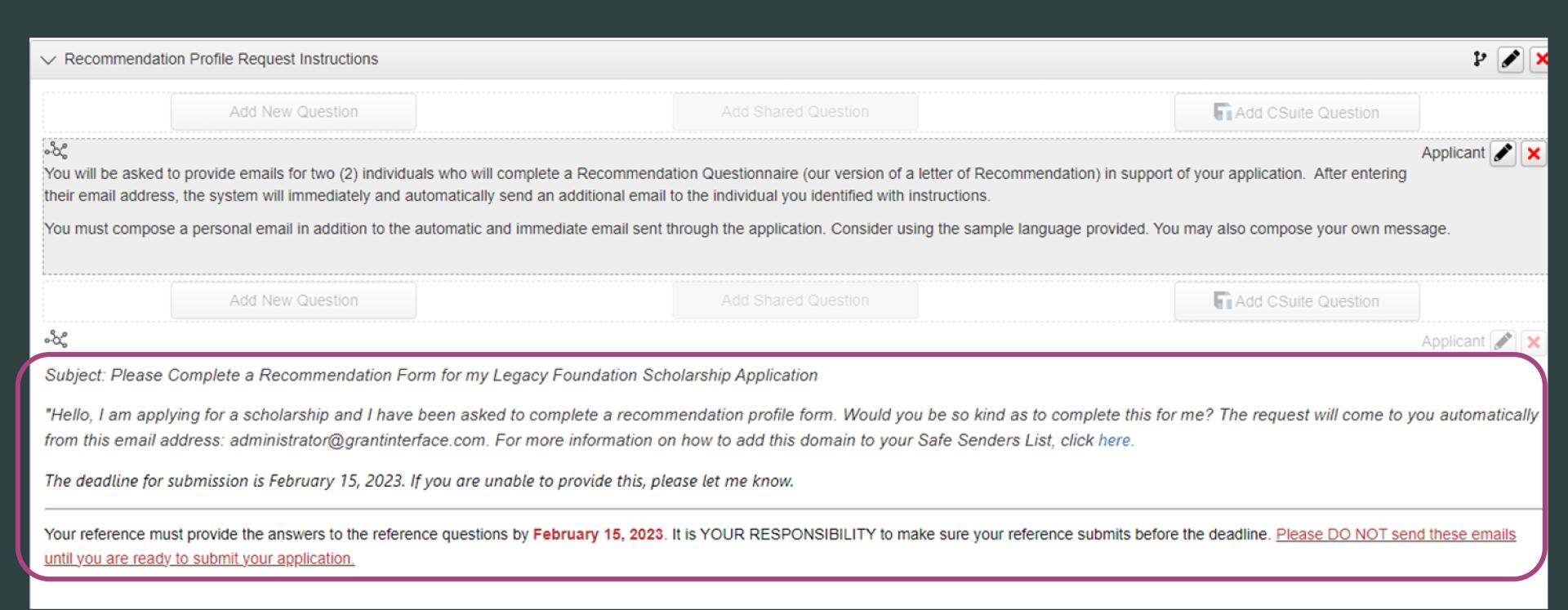
#### Recommendation Profiles

- Legacy's version of a Recommendation Letter (see next page for example)
- ALL applicants will need to have 2 people complete Recommendation Profile in support of their application.
- You will need to enter the name and email of 2 people into the system.
- You will also send them an email them through the system.
- These requests are due February 15th.
- Please DO NOT email until you are sure you will submit your application. We do not want to waste people's time!
- Let both people know that you have sent this request so they can check their email; it might end up in junk or a spam folder!
- It is YOUR responsibility to log back into your application to see of these have been completed.
- We DO NOT accept written letters of recommendation.

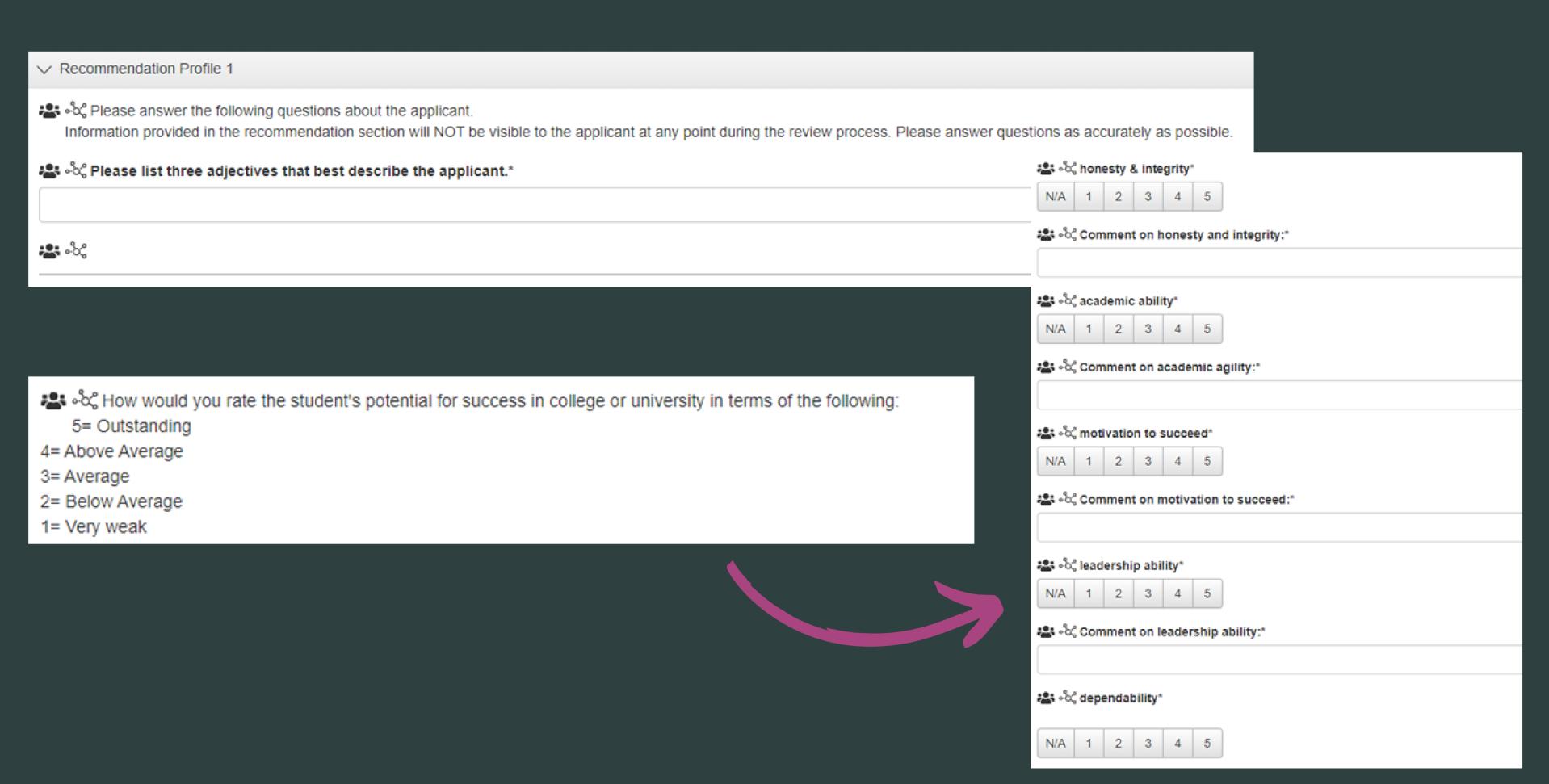
# HIGH SCHOOL SENIOR TRANSCRIPTS & RECOMMENDATION PROFILE REQUESTS



## OTHER APPLICANTS



## RECOMMENDATION PROFILE



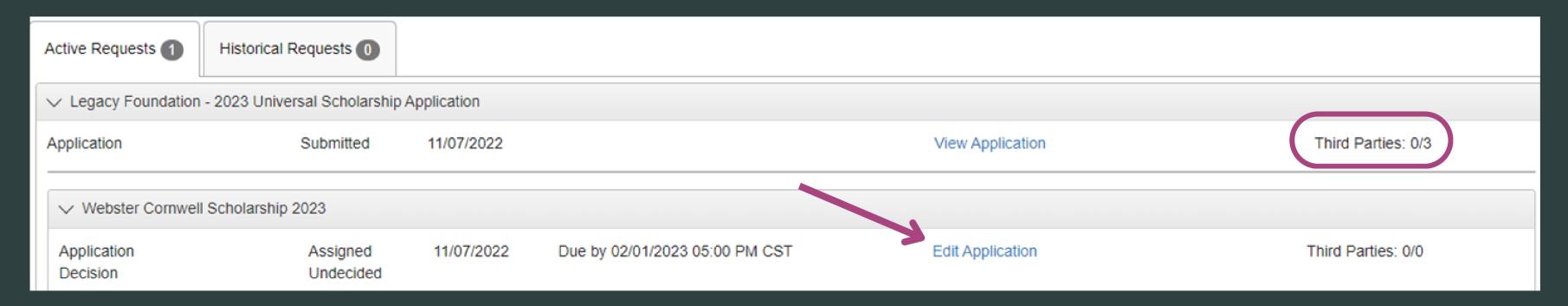
## SUBMITTING - FINAL REVIEW

✓ Final Review Verification									
	Add New Question		Add Shared Question		Add CSuite Question				
ಿಜ್ಞೆ How did you l	ಿಂಭ How did you hear about us?*								
☐ School/Guidan	Facebook, Instagram, etc.)								
	Add New Question		Add Shared Question		Add CSuite Question				
-% Application Verification*									
Please review your application before submitting. You will not be able to make changes once the application is submitted.									
To view your application with your answers as a PDF, right click > print >save as PDF.									
Reminders:  1. Once you SUBMIT your application, you will then receive a confirmation message letting you know which scholarship opportunities you are eligible to apply. Make sure EACH INDIVIDUAL opportunity shows as submitted. Once you have completed all supplemental questions, you will be brought back to your original application.									
2. Your requested items: Transcript (high school students) and Recommendation Profiles (all applicants) must be uploaded by February 15th. It is YOUR RESPONSIBILITY to reach out to those individuals. Applications missing items will not be evaluated.									
I understand the a	above information.								

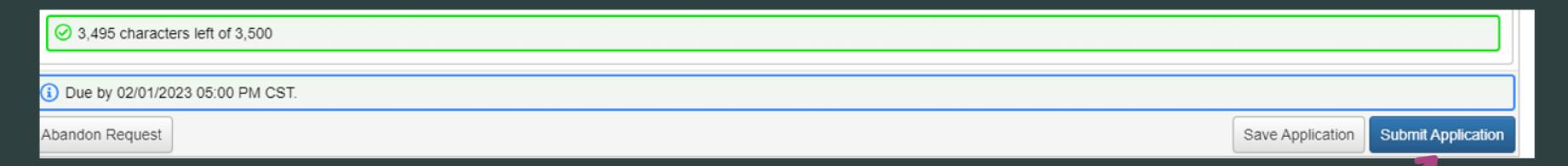
You will NOT be able to make changes to your application after you submit. You may print your application to review beforehand.

• Open ALL TABS, right click > print > save as PDF.

If you log off and then log back in, your page will look like this. Simple click "Edit Application" (that means it is still in draft) and it will bring you to the supplemental questions.



To check the status of your 3rd Party Requests, look at this screen. It will show 3/3 (for high school seniors) or 2/2 for other applicants.



Be sure to SUBMIT at the bottom of each application.

### SCHOLARSHIP TIPS

- Brag about yourself!
- Take time to write down all of your activities, goals, and what sets you apart. This information can be used for college applications & all of the scholarships you will apply for.
- Capitalization & spelling counts.
- Answer all of the questions completely.
- Type the essay in Word first, then paste into the online application.
  - Make sure you address the question the essay is asking.
- Print your application out and read it aloud. This will help you hear errors that you don't always see.
  - Find a reviewer. They catch things you might miss.
- Give your references ample time to complete forms.
- Verify Make sure you have uploaded the correct documents.
- Take your time.
- Do not wait until the last minute to complete or submit! Computers have glitches. Don't let a computer issue ruin your day- or your chances of getting an awesome scholarship!



## ESSAY TIPS:

#### Read the instructions!

- Are there any limits on the essay? (i.e. words, spacing, pages, etc.)
- Answer the question(s) asked.

#### • Plan in advance:

- Develop a list of your school & community activities.
- Write down the three accomplishments of which you are the most proud.
- Write down your career goals, or your reason for wanting to attend college.

#### • Write in a clear, "plain" style.

 Avoid "flowery" language. Throw out your Thesaurus. Readers are more impressed by the quality of your ideas than your use of multisyllabic terms. Especially if they are used incorrectly!

#### Choose proper type, style, and format.

• A good essay is not about style and formatting, but style influences the first impression your paper makes.

#### Make it personal and passionate:

- Help <u>US</u> get to know <u>YOU</u>. Spend some time going below the surface and share something about who you are.
  - If you are writing about your desire to become a biologist, explain that your passion began when your father bought you a microscope when you were five years old.
  - Don't just mention that you work with disadvantage kids; tell them how your love of art got you into working with those kids.
  - Focusing on specific examples of your life will help readers relate to your experiences and ensure that you are memorable.
- Use specific statements instead of generalizing. Don't just write, "Education is the key to success." Instead, show how education has impacted your life.

#### Find an editor:

- Family members, teachers, or advisors all make great editors. Some editors catch grammar and spelling mistakes; others give advice on making the substance of your essay better. Find both types of editors. Be careful that they don't alter your work so much that your voice is lost. Editing is essential, but your work should always be your own.
- Read your essay aloud to yourself so you can hear how it flows.

# CONTACT US FOR QUESTIONS!

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