



**FCIDD**

Foundation for children  
with intellectual and  
developmental disabilities

## ANNUAL SCHOLARSHIP FUND APPLICATION

**NOTE: AN APPLICANT PLANNING TO ATTEND A MILITARY ACADEMY IS NOT ELIGIBLE FOR THESE SCHOLARSHIPS**

**ORIGINAL AND ONE COPY OF THE APPLICATION AND ALL SUPPORTING DATA MUST BE SUBMITTED**

### 2025/2026 School Year Form

#### SECTION 1.

##### A. Personal Information. PLEASE PRINT or FILL IN

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ GENDER: Please select

DATE OF BIRTH \_\_\_\_\_ TELEPHONE # (\_\_\_\_) \_\_\_\_\_

HIGH SCHOOL \_\_\_\_\_ DATE OF GRADUATION \_\_\_\_\_

GRADE POINT AVERAGE \_\_\_\_\_ ON WHAT SCALE? \_\_\_\_\_

COLLEGE YOU PLAN TO ATTEND \_\_\_\_\_

COLLEGE ADDRESS \_\_\_\_\_

MAJOR FIELD OF STUDY (If Decided) \_\_\_\_\_

##### B. Financial Information.

1. Family Income: Please attach Financial Aid Form (FAFSA). In order to award this scholarship equitably, the applicant's need must be evaluated carefully. If you are independent of your parents, please give your own income. If married include the earnings of your spouse.
2. Please attach either a copy of your parents' or supporting parent's current 1040, or add a sheet to the FAFSA specifically listing other dependents in the family, giving their names and ages, and indicate whether or not they are attending college. Also write a paragraph explaining any other unusual economic burdens on the family.



**C. Academic/Social Activities.**

- 1. Please submit an **OFFICIAL** transcript complete through first semester of your senior year. If enrolled in post-secondary education, also include an official transcript of your record to date.

Please include the following information: (Add additional sheets as needed)

**Membership in Organizations:**

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**Offices Held:**

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**Scholastic Honors:**

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**Community Activities:**

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**Work Experiences:**

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If you have been or are a Junior Civitan, enclose a separate listing of all your Junior Civitan activities and offices held and have your faculty advisor sign it. Be sure to list the name of the Junior Civitan Club to which you belong.

**D. Autobiography:** please submit a brief statement highlighting your personal ambitions and goals. Include a concise explanation of why you need financial assistance and why you believe you are deserving of this award.

**E. Recommendations:** Please attach two letters of endorsement from non-relatives who have known you two or more years.

**F. Statement of Applicant:**

**If I am granted an FCIDD Scholarship, it is my intention to complete the educational program outlined. I agree to inform the FCIDD Scholarship chairman immediately if I do not continue to meet the standards set forth in the guidelines. I understand that the award may become a loan if I fail to meet the standards and/or maintain a satisfactory academic record.**

**Signature of Applicant** \_\_\_\_\_

**I authorize disclosure of my name and information as an applicant for, or the recipient of an award under this scholarship program.**

**Student's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



**SECTION 2.**

This section is to be completed by the sponsoring Civitan Club. The club will then forward the completed scholarship packet to the FCIDD Scholarship Committee Chairman at the address below. **No individual or school should send an application to the Foundation.** Once again - **all** applications must be submitted to the sponsoring Civitan Club.

**David F. Shirk**  
**1200 Spotswood Avenue**  
**Norfolk, VA 23507-1238**

**To the best of my knowledge, the applicant is worthy of consideration by the scholarship committee. I have examined the application with care, and I am satisfied that the statements made therein are in order.**

The Civitan Club of \_\_\_\_\_ recommends serious consideration of this application for an

FCIDD scholarship grant to: \_\_\_\_\_ (name of applicant)

\*Signature of Sponsoring Club President: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Phone # (\_\_\_\_) – (\_\_\_\_) – (\_\_\_\_)

Email: \_\_\_\_\_

**Complete the bottom section only if this is a nominee of a Junior Civitan Club.**

This is the official nomination of the \_\_\_\_\_ Junior Civitan Club that is sponsored by

the \_\_\_\_\_ Civitan Club.

Signed by \_\_\_\_\_, Junior Club President

Print Name \_\_\_\_\_

Signed by \_\_\_\_\_, Junior Club Faculty Advisor

Print Name \_\_\_\_\_

## SCHOLARSHIP GUIDELINES

*Note: This page does not have to be submitted.*

1. The submission of an application for an FCIDD Fellows Scholarship will be made through a participating Civitan Club. An endorsement of the candidacy is to be made by the Civitan Club forwarding the application. This endorsement does not determine the award of funds to any one applicant. It signifies that the application has been screened to determine that the candidate is well qualified and has followed the guidelines including the submission of all necessary documents.
2. All applications must be neat and legible. They should be printed or filled out electronically, and the original PLUS 1 copy of the entire packet must be submitted.
3. An **official** transcript of the applicant's high school record must be submitted. Should the applicant be in college, an **official** current college transcript must be included. **Unofficial (copied) transcripts are not acceptable except as exhibits for the additional copy.**
4. A current financial aid form (FAFSA) must be submitted. You must attach a statement as to the number in your family, their relationship, age, and indicate any who are in college.
5. Two letters of recommendation from responsible persons who are not related to the applicant, and who have known the applicant for at least two years, must accompany the application.
6. The committee will evaluate the applicants by establishing guidelines with need being a priority. The decisions of the judges are final and are not subject to review.
  - Applicants will be judged on the basis of grade point average and complexity of the course load, participation in extra-curricular activities and work hours carried, family income and the number in the family, the recommendations submitted, and the overall presentation of the materials. Each of these categories is worth 20%. The committee looks at the total person and the potential for success.
7. Awards are given for one year, are not automatically renewed, and candidates may re-apply annually.
8. ***All applications must be submitted to the sponsoring Civitan club for processing by February 15th of the upcoming year, and not to the Scholarship Chairman. The sponsoring club must submit all materials to the scholarship chairman prior to February 28<sup>th</sup> .*** Winners will be notified on or before May 15<sup>th</sup> Junior Civitan clubs may also send a candidate to the scholarship committee by way of their sponsoring Civitan club. The junior club's nominee and data must be to the sponsoring club no later than February 15<sup>th</sup> as well.
9. Applicants should retain a copy of all information submitted for their records. The committee does not return applications. Notification of the receipt of your application will be sent to email noted on application.