

**GRANVILLE P. MEADE SCHOLARSHIP PROGRAM  
PROCEDURES FOR THE SELECTION OF RECIPIENTS**

The Governor, the Superintendent of Public Instruction, and the Commissioner of Agriculture (the Board of Control for the Granville P. Meade Trust) hereby adopt the following procedures for the annual disbursement of income generated from the Granville P. Meade fund for the purpose of providing scholarship awards to worthy and needy Virginia high school seniors to attend one of the Virginia's public or private colleges or universities.

The Virginia Department of Education (DOE or "the Department") will distribute a memorandum ("Superintendent's Memorandum"), along with a scholarship application form, in November of each year notifying school division superintendents of the need to alert their students to the opportunity to apply for a Granville P. Meade scholarship. The Superintendent's Memorandum shall outline the required criteria for the award consistent with the Meade will and court decrees. The Virginia Department of Education also will send the Superintendent's Memorandum and an application form with the same request to the Virginia Council for Private Education, the Home Educators Association of Virginia, the Virginia Home Education Association, and to each senior high school principal to be forwarded to the guidance department. In addition, the scholarship opportunity will be posted on the State Council of Higher Education in Virginia's financial aid websites.

Interested students will be asked to submit a scholarship application to his or her high school principal by January 15<sup>th</sup>. Each public high school principal will in turn submit all applications received to the superintendent for the school division in which the school is located. Private schools will submit their applications to their own associations. These applications will be due in the superintendents' and associations' offices by January 31<sup>st</sup>.

Each division superintendent will review the applications received to select the five most qualified Virginia high school seniors in the division. The division superintendent will forward these five applications to the chairperson of his or her regional study group screening committee by February 28<sup>th</sup>. After review by the eight screening committees, each chairperson will submit the five best applications in the region to the Virginia Department of Education by March 31<sup>st</sup>. Private school and home school associations also will be asked to submit their five best applications to the Virginia Department of Education by March 31<sup>st</sup>.

In December of each year, beginning in December 2000, the Virginia Department of Education will determine the total number of scholarships to award after ascertaining funds available for the award in consultation with the Meade Fund trustee. The Department will award four-year scholarships to qualifying students, so they are able to continue their college education in subsequent years on condition that they remain enrolled in a Virginia college or university and maintain a minimum 2.5 GPA for each

semester. The Department will then choose the Granville P. Meade scholarship recipients from the nominees submitted and notify the superintendents in each of the school divisions as well as the Virginia Council for Private Education, the Home Educators Association of Virginia, and the Virginia Home Education Association of the recipients by May 31<sup>st</sup> each year. Each scholarship recipient will receive an award letter and a copy of the policy governing payment to Granville P. Meade scholarship recipients.

Granville P. Meade scholars will be selected based upon financial need and merit. Therefore, applicants will need to demonstrate academic achievement, extra-curricular activities, good character as determined by letters of recommendation, and financial need.

The DOE may arrange for an award ceremony to be held in Richmond after the scholarship recipients have been named each year. Superintendents will be asked to bring those students from their districts who have received an award to Richmond for the ceremony. No costs associated with these ceremonies may be borne by the Meade Trust or its income.