

## Guidelines for Establishing a Scholarship at Pitt-Bradford

### Decide on the type of your scholarship

- **Annual Scholarship** - Annual scholarships are funded for one academic year at a minimum amount of \$1,000 and are awarded to deserving students who demonstrate financial need and are making satisfactory progress toward a degree.
- **General Endowed Scholarship** - General endowed scholarships are funded at a minimum amount of \$10,000 and are awarded to deserving students who demonstrate financial need and are making satisfactory progress toward a degree.
- **Criteria-Based Endowed Scholarship** - Criteria based endowed scholarships are funded at a minimum amount of \$25,000. These scholarships are also awarded to deserving students with the option to add an additional preference. A preference targets a scholarship for a preferred purpose.
- **Distinguished Endowed Scholarship** - Distinguished endowed scholarships are recognized at \$100,000 and above. These scholarships are also awarded to deserving students with the option to add an additional preference. A preference targets a scholarship for a preferred purpose.

**For endowed scholarships, the principle is preserved; only the interest earned from the donation is used to fund the scholarships. That makes an endowed scholarship a permanent gift that generates income indefinitely. Any gift can be paid over a multi-year period of up to five years. A pledge form confirms your gift and/or payment schedule.**

### Decide on a name for your scholarship

As a scholarship donor, you select the name of the scholarship. A scholarship name is a great opportunity to honor or memorialize a special person in your life.

**For endowed scholarships, the fund is awarded when it reaches the minimum amount by Dec. 31. The first scholarship will be awarded the next fall.** The scholarship award amount available is calculated each Dec. 31 using a three-year rolling average of the market value of the fund.

**Once your fund is fully endowed you will receive** an annual report on its value and the student recipients, thank you letters annually from your recipients, and an invitation to the donor scholarship luncheon. In addition, we will be pleased

**“Having this scholarship reminds me that a child from foster care can dream and because of that, I know I will become successful. So, I will continue to work hard and give back to this world what the donors who created the scholarship have given to me.”**

**Kyron James, senior criminal justice major from Philadelphia, PA**

