

2023 Community Action Board Scholarship

Achieving a higher education is an important life choice for young people and their families. Hillsborough County Department of Social Services and Hillsborough County Community Action Board (CAB) are committed to assisting eligible Hillsborough County students reach this milestone by offering scholarships up to the amount of \$5,000 via Community Services Block Grant funds.

The number of scholarships awarded, and the amount awarded, depends on grant funding availability. Applications may be awarded to eligible students with all required documentation on a first come, first-serve basis.

Please read carefully and complete the entire **online application**, including providing all required documentation. The 2023 Community Action Board Scholarship deadline is Monday, April 24, 2023. Applications will not be accepted after the deadline. **Incomplete applications are not accepted. If it is determined during the application review that documents are missing or incomplete, the applicant will be required to submit a new application. First-come, first-serve selection criteria are completed applications, with no pending documents which include the Fall 2023 College Enrollment Letter.**

Requirements for Scholarships

- This scholarship is for graduating high school students, GED recipients, post-secondary institution students pursuing an associate degree for the first time, an undergraduate bachelor's degree, or specialty degree from an accredited institution, and planning to attend an accredited post-secondary college institution in Fall 2023. Post-graduate students do not qualify for this scholarship.

Eligible applicants must submit all required supporting documentation and meet all criteria listed below.

****If claimed as a dependent for income tax purposes by your guardian or parent, or if you are a minor, the parent or guardian must complete and sign the scholarship application.**

****If no one claims you as dependent for income tax purposes, the applicant will be you, and you must complete and sign the scholarship application.**

Next page is a list of the required documents and the acceptable document types for each. Please have all information ready to be uploaded before starting this application process.

- **Identification (One (1) form for EACH member of household – No more than 1 year expired.**

Adults:

- Driver's license or State ID
- Immigration verification (green card)
- Military Photo ID
- Permanent Resident Verification
- VA Identification card with D214
- Passport
- Certificate of Naturalization
- Employment Authorization Card

- **Minors: Exemption: If not available, no ID required for newborns within first 60 days of birth date.**

- Driver's License or State ID
- Immunization records (government seal or letterhead)
- Immigration verification (green card)
- Permanent Resident Verification
- Passport
- Birth certificate
- Certificate of Naturalization
- Employment Authorization Card

- **Social Security Number Verification (One (1) form of documentation for EACH member of household) - documentation must include full name and full social security number: Exemption: If not available, no Social Security Number verification required for newborns within first 60 days of birth date.**

- U.S. Social Security Administration (SS card)
- U.S. Internal Revenue Service document
- Florida Department of Children and Families document (stamped)
- U.S. Department of Veteran's Affairs document
- Official school documentation (transcripts)

- **Two (2) separate verifications of Hillsborough County residency with physical address - at least one verification must be at current physical address:**

- Driver's license or state ID
- Public utility (water, gas, electric) bills NO Counter Bills
- Current lease agreement
- Vehicle registration
- Mortgage Statement
- Voter registration card
- Verification of Home Ownership
- Verification of child school enrollment
- Rent receipt (excluding motel, hotel, or extended stay)
- Canceled mail from a federal, state, or county agency
- Declaration of Domicile recorded STAMPED from Clerk
- Homestead Exemption Documentation

- **Income Guidelines** Gross income at or below 200 percent of the Federal Poverty Guidelines ([Click Here to review Federal Poverty Guidelines](#)). Verification of income (Gross income for ALL household members for the past 30 days, from day of appointment):
 - Employment pay statement
 - Award letters or print out for: SSA benefit
 - Unemployment
 - Temporary Assistance for Needy Families (TANF)
 - Affidavit of Support, Child Support, Alimony
 - Workman’s Compensation
 - Pension/Retirement/Cost of living allowance
 - Strike Benefits from Union Funds
 - Annuity/Insurance
 - Education Assistance (allotted for living expenses)
 - Long term/Short Term Benefits
 - Rental income receipts or statements
 - Bank Statement (eBay, PayPal, and cash deposits only)
 - Crimes Compensation letter
 - Foster Independent Living Programs payments
- Other income (If applicable: Employment Verification form; Certificate of Relative/ Friend Financial Assistance form; Letter on letterhead from last employer with dates and gross wages) For non-verifiable income (Self-Employment: Odd jobs or paid in cash, Cash from a relative or friend, or No income): Self-Declaration form
- **Verification of Resources:** Current award letters with benefit amount for: Food Stamps; Section 8/HUD/THA
- **Academic Record:** Official school transcripts demonstrating a minimum GPA of a 2.0
- **College Enrollment Letter for Fall 2023 Classes:** Submission deadline for Fall 2023 Enrollment Letters is May 19, 2023. (An application is not approved until receipt of the enrollment letter.)
- **Essay Statement:** Essays must be a full page, two (2) page limit, with 1-inch margins and typed in 12-point standard font (Times New Roman or Arial). Essay requirements are lists below depending on the applicant's current academic status.

High School/GED Students (Applicants starting first year in college)

- Why should you be selected for the award?
- What are your academic strengths and weaknesses?
- What are your career goals?
- What extenuating circumstances might prevent you from entering college?
- Please include anything else that you would like to share with the scholarship review committee.

Currently college enrolled applicants (pursuing second year or above in undergraduate studies)

- Describe your most meaningful achievements since entering college and how they relate to your field of study and your future career goals.
- How will this scholarship help meet your financial needs while pursuing your post-secondary education?

- What are your non-financial needs while pursuing your college education goals?
- Please include anything else that you would like to share with the scholarship review committee.
- **Letters of Recommendation:** Recommendations from principal, assistant principal, guidance counselor, teacher/professor, academic advisor, or dean
- **Photo Talent and Release Form**

Forfeiture of Scholarship:

If the applicant does not continue enrollment in the educational institution on the application within the institution's official drop-add period for the 2023 Fall semester, the applicant's scholarship award is forfeited.

If the applicant changes their education institution after being awarded a scholarship, the scholarship will be forfeited and returned to the scholarship fund.