

TROY D. OETTING MEMORIAL SCHOLARSHIP

DONOR ADVISORY BOARD POLICY AND PROCEDURES

- 1) The Donor Advisory Board shall consist of five members with representation from the following:
 - a. One officer or employee of the State Bank of Missouri
 - b. One officer or employee of the Concordia Bank
 - c. Two Oetting family members
 - d. One member at large
- 2) Advisory Board shall meet at least once annually to review scholarship applications.
- 3) This meeting shall take place during the month of April each year, as the deadline for scholarship applications is April 1st.
- 4) Troy D. Oetting Memorial Scholarship Fund is invested with the Tri-Co Community Foundation, Inc.
- 5) A chairman and secretary of this Advisory Board shall be elected each year.
- 6) Replacements on this Advisory Board shall be submitted to the Tri-Co Community Foundation, Inc. by the Donor Advisors before January 1 of any given year.
- 7) The Agriculture Education Instructor at Concordia High School shall serve as an ex-officio member of this Advisory Board. He/she shall not have voting privileges but is to serve as a liaison between the Advisory Board, the Concordia R-2 School District and the students to help promote the scholarship.
- 8) A majority of the voting members of the Board shall constitute a quorum.
- 9) The following criteria shall be considered by the Advisory Board when selecting a recipient:
 - a. Applicant must be a current FFA member.
 - b. Applicant must be a graduating high school senior.
 - c. Applicant must plan to attend a 2 or 4 year college or university majoring in agriculture.
 - d. Applicant must submit a completed scholarship application with two letters of recommendation to the guidance counselor by April 1st.
 - e. Grants are primarily for students attending the Concordia R-2 School District.

- 10) The amount of the scholarship may be amended by the Advisory Board from time to time as the income from the fund increases or decreases. (The recommended initial scholarship amount is \$500.00)
- 11) The donor would like for this scholarship fund to be a true endowment, using only the interest income from the investment to pay for the scholarship. There is, however, a provision in the scholarship guidelines that states “income and principal from the fund may be distributed.”
- 12) A “Request for Distribution” form must be submitted to the Tri-Co Community Foundation, Inc. by the Advisory Board annually for payout directly to the college or university of the recipient’s choice.
- 13) It is not a requirement of this Advisory Board to payout this scholarship every year if the Board, at its discretion, feels that there is not a qualified recipient.
- 14) Scholarship will be presented to the recipient from an Oetting family member at the graduation ceremony.

TROY D. OETTING MEMORIAL SCHOLARSHIP APPLICATION FORM

General Information

1. Applicant must be a current FFA member.
2. Applicant must plan to attend a 2 or 4 year college or university majoring in agriculture.
3. Applicant must be a graduating high school senior.
4. Scholarship will be administered by the Tri-Co Community Foundation, Concordia, MO.
5. This scholarship is not based upon grade point average.
6. Scholarship will be presented to the recipient from an Oetting family member at the graduation ceremony.

Requirements

Requirements for application consideration are:

1. The completed application form which is attached.
2. Two letters of recommendations from teachers, employers, or neighbors, but not relatives. The reference letters include personal comments applicable to the applicant's character, honesty, dependability, cooperativeness, and industry.

All of the above requirements must be submitted on or before **April 1** to the high school guidance counselor.

Due Date: April 1

TROY D. OETTING MEMORIAL SCHOLARSHIP FORM

I. Personal Information

(Last Name) (First Name) (Middle Name) (Sex)

(Home Address of Student) (City) (County) (State) (Zip Code)

(Age) (Date of Birth) (Social Security Number)

Parents or Guardian's Name: _____

Occupation: _____

Are you a current FFA member? _____ How many years? _____

What College or University do you plan to attend? _____

What would you like to major in? _____

Why are you interested in agriculture and what are your future goals? _____

Describe your high school Supervised Agriculture Experience program: _____

What FFA activities were you involved in (i.e. CDEs, offices held, etc.)? _____

What kind of work experiences have you had during your high school years? _____

Do you plan to work part-time to assist with your school expenses? _____

If so, describe your plans _____

II. Extra Curricular Activities

A. List church, community and volunteer activities: _____

B. List your top High School activities: _____

III. References

For reference, give the name, address and occupation of two non-related persons you have contacted concerning the qualifications. Attach a copy of the letter of recommendation to the application and turn it into the high school guidance counselor no later than April 1st.

1. Name: _____	2. Name: _____
Address: _____	Address: _____
_____	_____
Occupation: _____	Occupation: _____
_____	_____
_____	_____
(Signature of Applicant)	(Date)

Approval of Parents

I have read the statements of this application. They are accurate and I approve of this application.

_____	_____
(Signature of Parent)	(Date)

The Understanding in serving as Donor Advisors
as designated by the donor of
Troy D. Oetting Memorial Scholarship Fund, Concordia, MO

A consensus shall be established among the advisors before official actions are taken by them.

1. The Troy D. Oetting Memorial Scholarship Fund has been established with a gift made to the Tri-Co Community Foundation, Inc. It is agreed that the Donor or others may, at any time hereafter, during life or by will, transfer money or property to the Fund and which shall thereafter be dealt with in all respects as part thereof.
2. The principal of the Fund shall be invested and reinvested from time to time in such manner as may be determined by the Board of Directors of the Foundation.
3. The yearly income and principal in the special projects account of the Fund may be distributed in annual increments or in total amount to the educational institution of the recipient's choice.
4. The provisions below apply to Donor Advisors.
 - a. Donor Advisors shall organize themselves by selecting a chairman and secretary. The advisors may meet in person, conduct telephone and video conference calls, or communicate by mail, E-mail or Fax to conduct business. The chairman will usually organize meetings and conference calls. The advisors are to keep minutes of their activities and submit such to the Board of Directors of the Foundation when asked to do so.
 - b. In the event that a Donor Advisor cannot continue to serve, the rest of the advisors shall replace that member before the beginning of a new fiscal year for the Foundation.
 - c. Persons eligible to serve as Donor Advisors for Troy D. Oetting Memorial Scholarship Fund, Concordia, MO and therefore regarded as candidates to fill a vacancy are men and women of legal age, and descendants of the donor(s) or patrons of the Concordia R-2 Public School District. This Donor Advisory Board shall consist of five members, with representation from the following: one officer or employee of the Concordia Bank, one officer or employee of the State Bank of Missouri, two Oetting family members and one member at large. Names of a person or persons to be considered for a vacant position on the existing list of Donor Advisors may be submitted by a donor to the fund or by an existing Donor Advisor. The name of a new advisor shall be submitted to the Foundation by the Donor Advisors before January 1 of any given year.

