



## Community Action and Human Services Department

# 2015 SCHOLARSHIPS AVAILABLE

The Miami-Dade Community Action and Human Services Department (CAHSD) and the Community Advisory Committees (CAC) are accepting scholarship applications for the 2015 school year. The deadline for submission is **March 31, 2015**. Achieving a higher education is an important life choice for young people and their families. CAHSD in conjunction with the CAC is offering sixteen (16) \$1,500 scholarships to deserving students who meet the eligibility requirements.

### Eligibility Requirements Applicable:

- Must be between the ages of 16-25; a senior in high school or have obtained a high school diploma/GED; and presently enrolled or planning to attend college in the Fall of 2015
- Must reside in one of the following target areas: Allapattah, Brownsville, Coconut Grove, Culmer/Overtown, Edison/Little River, Florida City, Goulds, Hialeah, Liberty City, Little Havana, Naranja, Opa-Locka, Perrine, South Beach, South Miami or Wynwood
- Family income must fall within the 125% Poverty Income Guidelines of the Community Services Block Grant (CSBG) mandated requirements
- Have a minimum 2.0 GPA
- Submit a 500 – word, typed essay
- Recipient or representative must attend the CAHSD Annual Scholarship Award Banquet

Now accepting  
applications!



Download the scholarship application from the Miami-Dade web portal at  
[www.miamidade.gov/socialservices/home.asp](http://www.miamidade.gov/socialservices/home.asp).

For additional information related to the scholarship application or any programs or services provided by CAHSD, contact Claudette McLean at (786) 469-4746 or via e-mail [cmlean@miamidade.gov](mailto:cmlean@miamidade.gov).

Applications must be postmarked by: **March 31, 2015**.  
Applications must be completed, signed, and submitted with  
all of the required attachments to be considered.  
See application for more details.  
Late or incomplete applications will not be considered!



## COMMUNITY ACTION AND HUMAN SERVICES DEPARTMENT

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Community Action and Human Services Department  
Citizen Participation Unit  
701 NW 1<sup>st</sup> Court, 9<sup>th</sup> Floor  
Miami, Florida 33136  
Claudette Mclean  
(786) 469-4746  
Fax: (786) 469-4656

### **GUIDELINES FOR SCHOLARSHIP**

**DEADLINE: March 31, 2015**

### **AWARD PROCEDURES**

**AUTHORITY: Community Advisory Committee**

#### **I. PURPOSE:**

To provide financial assistance to low-income youths that will assist them to attain a higher education by attending college or vocational school.

#### **II. ELIGIBILITY REQUIREMENTS:**

1. Individuals must: be between the ages of 16-25; a senior in high school or have obtained a high school diploma/GED; and currently enrolled in college or planning to enroll in Fall 2015
2. Applicants must reside in one of the following target areas: Allapattah, Brownsville, Coconut Grove, Culmer/Overtown, Edison/Little River, Florida City, Goulds, Hialeah, Liberty City, Little Havana, Naranja, Opa-Locka, Perrine, South Beach, South Miami or Wynwood
3. Family income must fall within the 125% Poverty Income Guidelines of the Community Services Block Grant (CSBG) mandated requirements

#### **III. CRITERIA FOR SELECTION:**

1. Have a minimum 2.0 GPA
2. Financial Circumstances
3. Community Service/Employment History
4. 500 Word Typed Essay
5. Letter of acceptance to an accredited college, university or vocational school

#### **IV. CONDITIONS OF AWARD:**

The recipient of this award is required to provide the Community Action and Human Services Department (CAHSD) and the Housing and Community Development Community Advisory Committee (HCDAC) with a final grade report or transcript regarding their first academic year's performance. Students will be strongly encouraged to write a testimonial to the Community Action Agency Board (CAAB) and the Community Advisory Committee (CAC) members, detailing how the scholarship has supported their academic goals.

## V. APPLICATION:

The following documents must be attached to the application:

- Proof of income for everyone in the household
- Proof of address confirming residency in one of the target areas, (e.g., Driver's License, Lease/Mortgage or (copy of) Utility Bill).
- Proof of age (e.g., copy of the applicant's Birth Certificate or Driver's License)
- Copy of the applicant's Social Security Card
- Letter of recommendation from school faculty (only for high school seniors); see section D.
- Official copy of high school or college transcript
- Letter of acceptance from educational institution or proof of enrollment. (If student is currently a high school senior and has not received notification of acceptance, a copy must be subsequently submitted, if selected as a recipient).
- Typed Essay; see application checklist

Children of committee members will be allowed to apply for a scholarship, but those members will be excluded from the screening team and will not vote when the committee makes the final selection of the winning candidate.

**Only an original scholarship application will be accepted.**

## VI. PUBLIC ANNOUNCEMENT & RECRUITMENT PROCESS:

The Scholarship Program will be widely publicized through Miami-Dade County's website, area schools, community centers, local churches, and other community organizations.

## VII. FORFEITURE OF SCHOLARSHIP:

If a student does not enter the educational institution during the Fall Semester, the scholarship award will be returned to the appropriate Advisory Committee and CAHSD's Community Service Block Grant (CSBG) Scholarship Fund, and another recipient will be selected.

**Applications must be hand delivered or post marked by March 31, 2015. Please deliver or mail your completed scholarship application to:**

**Miami-Dade Community Action and Human Services Department  
Scholarship Program  
Alton V. Sears, Special Projects Administrator  
701 NW 1st Court, 9th Floor  
Miami, Florida 33136**

For more information regarding the scholarship process or any other services provided by Community Action and Human Service Department, please contact Claudette McLean, at (786) 469 – 4746 or via e-mail at [cmlean@miamidade.gov](mailto:cmlean@miamidade.gov).

**2015: Incomplete applications will not be considered.**

# SCHOLARSHIP APPLICATION CHECK LIST



## HIGH SCHOOL SENIOR OR FIRST- YEAR COLLEGE STUDENT

- Complete Scholarship Application
- Attach a two-page, typed personal statement. The statement must be typed in 12 point standard font (Times New Roman). The statement must address each of the following questions:
  - a) What does Community Action mean to you?
  - b) What are your academic strengths and weaknesses?
  - c) What are your future career plans? How do you plan to use your studies to achieve your future career plans?
  - d) What extenuating circumstances might prevent you from entering college?
  - e) Why should you be selected for the award?
- Proof of income for everyone in the household (copy); see Section E
- Proof of address in target area: Driver's License, Lease/Mortgage or Utility Bill (copy)
- Proof of age: Birth Certificate or Driver's License of applicant only (copy)
- Social Security Card of applicant only (copy)
- Recommendation form from school faculty (only for high school senior); see Section D
- Official copy of high school transcript
- Letter of acceptance from educational institution is required (only for high school senior, if available)
- Signed Scholarship Statement of Accuracy form; see Section F

## CONTINUING OR RETURNING COLLEGE STUDENT

- Complete Scholarship Application
- Attach a typed two page personal statement. The statement must be typed in 12 point standard font (Times New Roman). The statement must address each of the following questions:
  - a) What does Community Action mean to you?
  - b) What are your academic strengths and weaknesses?
  - c) What are your future career plans? How do you plan to use your studies to achieve your future career plans?
  - d) What extenuating circumstances might prevent you from returning to college?
  - e) Why should you be selected for the award?
- Proof of income for everyone in the household (copy); see Section E
- Proof of address in target area: Driver's License, Lease/Mortgage or Utility Bill (copy)
- Proof of age: Birth Certificate or Driver's License of applicant only (copy)
- Social Security Card of applicant only (copy)
- Official copy of college transcript
- Signed Scholarship Statement of Accuracy form; see Section F

**2015: Incomplete applications will not be considered.**



COMMUNITY ACTION AND HUMAN SERVICES DEPARTMENT

SCHOLARSHIP APPLICATION

Applicants must live in the following target areas: Allapattah, Brownsville, Coconut Grove, Culmer/Overtown, Edison/Little River, Florida City, Goulds, Hialeah, Liberty City, Little Havana, Naranja, Opa-Locka, Perrine, South Beach, South Miami or Wynwood. For target area boundaries, see attached.

Please type or print in ink.

Deadline for Application: March 31, 2015

Indicate Target Area:

GENERAL INFORMATION

First Name: Last Name:

Street Address: Apartment #:

City: State: Zip Code:

Phone Number: Alternate Phone Number: Email Address:

Social Security Number: Date of Birth:

Classification during the Fall (August) 2015 semester:

INCOMING FRESHMAN

CONTINUING OR RETURNING STUDENT

For continuing or returning student: I will be a (Fresh., Soph., Jr., Sr., Grad.)

Name of Institution planning to attend or currently attending:

Major or expected major:

Career choice:

Secondary or minor area(s) of study:

Expected enrollment status for 2015: full time part time

2015: Incomplete applications will not be considered.

**HIGH SCHOOL INFORMATION**

**(Complete only if you're a High School Senior or first year attending college.)**

High School \_\_\_\_\_

High School Address \_\_\_\_\_

High School GPA: \_\_\_\_\_ (weighted) \_\_\_\_\_ (unweighted) ACT Score: \_\_\_\_\_ SAT Score: \_\_\_\_\_

Have you participated in Dual Enrollment classes?  Yes  No

What college did you attend? \_\_\_\_\_ Credits Earned \_\_\_\_\_

1. List school/church/community activities in which you have participated (include leadership roles).

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2. List Special honors/awards.

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3. List Work/Internship experiences while in high school.

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**COLLEGE INFORMATION (Complete if continuing or returning college student)**

List College/University: \_\_\_\_\_  
College GPA: \_\_\_\_\_ College Credits Completed: \_\_\_\_\_

(1) List college/university/community activities in which you have participated (include leadership roles).

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(2) Indicate any honors or special recognitions you have received while in college/university.

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(3) List Work/Internship experience.

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(4) High school activities, honors, etc. High school: \_\_\_\_\_

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COMMUNITY ACTION AND HUMAN SERVICES DEPARTMENT
Recommendation Form
(High School Students Only)

This form is to be completed by the applicant's high school principal, assistant principal, dean, guidance counselor or teacher. One recommendation form is mandatory to apply for the scholarship; additional recommendations are encouraged. Letters are welcomed.

Applicant's Information:

First Name: Last Name:

Social Security Number: Birthday:

High School:

Name of person completing this form:

Capacity in which you know the applicant:

Please rate the applicant on the qualities listed below using the following numeric scale:

5 - Excellent 4 - Good 3 - Average 2 - Fair 1 - Poor

Table with 4 columns and 4 rows. Columns 1 and 3 contain labels: Academic Promise, Initiative, Career Goals, Responsibility. Columns 2 and 4 contain labels: Attitude, Respect, Self-Discipline, Perseverance.

Additional comments:

Signature: Date:

Title: Phone:

E-mail:



**Community Action and Human Services Department  
Financial Information**

Applicant's First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

<b>COMMUNITY SERVICES BLOCK GRANT (CSBG) 125% OF POVERTY INCOME GUIDELINES</b>	
<b>Family Size</b>	<b>125%</b>
1	\$14,588
2	\$19,633
3	\$24,738
4	\$29,813
5	\$34,888
6	\$39,963
7	\$45,038
8	\$50,113
Add this amount for each additional person in the household with more than 8 people.	\$5,075

<b>List of Household Occupants</b>	<b>Relationship</b>	<b>Is Occupant Working</b>	<b>Source of Income</b>	<b>Amount of Monthly Income</b>

Copies of proof of income for every member of the household must be provided. Proof can be any of the following formats:

- A. Consecutive pay stubs for the last thirty (30) days or last year's income tax return.
- B. Award letter or letter from an agency from which income is received including:
  - SSA, SSI, V.A. Pension, TANF
  - Child Support, Alimony
  - Unemployment Benefits

**APPLICATIONS CANNOT BE PROCESSED WITHOUT PROOF OF INCOME**

**2015: Incomplete applications will not be considered.**



**Community Action and Human Services Department  
Scholarship Statement of Accuracy**

I hereby affirm that all of the above stated information provided by me is true and correct to the best of my knowledge. I also affirm that the information provided in the Financial Information portion of the application is true and correct. I acknowledge and agree that Community Action and Human Services Department reserves the right to verify my income and financial information supplied herein as a condition of any scholarship award.

I consent to having my picture taken and used for any purpose deemed necessary to promote the Community Action and Human Services Department's Scholarship Program.

I understand that if chosen as a scholarship winner and according to the scholarship policy, I must provide evidence of enrollment/registration at an accredited, post-secondary institution before my scholarship funds can be awarded.

I acknowledge that the scholarship funds will be sent directly to my school's Financial Aid Office on my behalf. I understand that this scholarship award is to be used solely and exclusively for the cost of tuition, books or other necessary expenses associated with the program in which I am enrolled.

I understand that if chosen as a scholarship winner, I agree to attend the Community Action and Human Services Department's Annual Scholarship Award Banquet. If I am unable to attend, a representative will attend on my behalf.

Signature of scholarship applicant: \_\_\_\_\_

Date: \_\_\_\_\_



**Community Action and Human Services Department  
Target Area Boundaries**

**Allapattah:** Airport Expressway to the North and 836 Expressway and Miami River Dr. to the South; I-95 to the East and NW 37<sup>th</sup> Ave. to the West

**Brownsville:** NW 62<sup>nd</sup> St. to the North and NW 36<sup>th</sup> St. to the south; NW 7<sup>th</sup> Ave. to the East and NW 37<sup>th</sup> Ave to the West.

**Coconut Grove:** McFairlane Main Highway, Franklin Ave., Charles Terr. And Loquet to the North and S. Dixie Highway to the South; 27<sup>th</sup> Ave. to the East and Lejeune Rd. to the West

**Culmer:** NW 23<sup>rd</sup> St. to the North and Miami River to the South; NW 1<sup>st</sup> Ct. (Railroad) to the East and NW 7<sup>th</sup> Ave. to the West.

**Edison/Little River:** 119<sup>th</sup> St. to the North and NW 36<sup>th</sup> St. to the South; FEC railroad track to the East and NW 27<sup>th</sup> Ave. to the West.

**Florida City CAA:** SW 8<sup>th</sup> St. (Lucy St.) to the North and Arthur Vinning Davis Parkway to the South; Krome Ave. to the East and Redland Rd. to the West.

**Goulds:** Black Creek to the North and SW 232<sup>nd</sup> Street to the South; SW 112<sup>th</sup> Avenue to the East and SW 127<sup>th</sup> Avenue to the West.

**Hialeah:** 25 Street East thru Jose Marti Blvd. to the North and Hialeah Drive (54 Street NW) to the South; Railroad Track to the East and Okeechobee Road to the West.

**Liberty City:** NW 79<sup>th</sup> St. to the North and NW 62<sup>nd</sup> St. to the South; West of I-95 to the East and NW 37<sup>th</sup> Ave. to the West.

**Little Havana:** Miami River to the North and SW 37<sup>th</sup> Ave. to the South; I-95 to the East and 27<sup>th</sup> Ave. to the West.

**Naranja/Leisure City:** limited to the North at 240<sup>th</sup> Street SW and to the South part of 296<sup>th</sup> Street SW, up to 147<sup>th</sup> Avenue and 288<sup>th</sup> Street along Biscayne Drive. To the East is limited by SW and 133<sup>rd</sup> Place and SW 163<sup>rd</sup> Avenue to the West.

**Opa Locka:** NW 151<sup>st</sup> St. to the North and NW 119<sup>th</sup> St. to the South; NW 17<sup>th</sup> Ave. to the East and NW 47<sup>th</sup> Ave. to the West.

**Perrine:** SW 172<sup>nd</sup> St. to the North and SW 186<sup>th</sup> ST. to the South; S. Dixie Highway to the East and SW 113<sup>th</sup> Ct. to the West.

**South Beach:** 41<sup>st</sup> St. to the North and South Beach Point to the South; the sea to the East and West Dade Blvd. to the West.

**South Miami:** SW 62<sup>nd</sup> St. to the North and SW 72<sup>nd</sup> St. to the South; SW 57<sup>th</sup> Ave. to the East and SW 62<sup>nd</sup> Ave. to the West.

**Wynwood:** NW 36<sup>th</sup> St. to the North and NW 15<sup>th</sup> St. to the South; Biscayne Bay to the East and NW 7<sup>th</sup> Ave., and part of FEC Railroad Track to the West.



## Community Action and Human Service Department Family and Community Services Division

### CITIZEN PARTICIPATION PROGRAM

The Community Action and Human Services Department (CAHSD) provide residents with the opportunity to advocate for change in their respective neighborhoods through its Citizen Participation Program. The program assists residents in sixteen (16) communities throughout Miami-Dade County in playing an active role in improving their neighborhoods. Residents participate in Community Advisory Committees (CACs) that provide input on social and economic issues facing their community and develop strategies on correcting these issues.

Issues identified at the community level are forwarded to the CAA Board for resolution or passed on to the Miami-Dade Board of County Commissioners for final action. The program provides a valuable mechanism for communication between citizens and decision-making entities and ensures that local residents are involved in the planning and development of activities for their neighborhoods.

Community Advisory Committees are located in the following communities: Little Havana, Allapattah, Brownsville, Coconut Grove, Culmer/Overtown, Edison/Little River, Florida City, Goulds, Hialeah, Liberty City, Naranja, Opa-Locka, Perrine, South Beach, South Miami and Wynwood.

The CAHSD Citizen Participation strategy and approach provides local residents with an opportunity to involve themselves in the planning of activities for their neighborhood. Activities include:

- Annual Scholarship Awards
- Health Fairs
- Resource Fair
- Disaster Preparation Workshops
- Meet and greet with local politicians
- Neighborhood Crime Watch
- Housing Assistance Program
- Home Improvement Projects
- Street Improvement Projects
- Renovation of local parks
- Community Forums

In addition to the Citizen Participation Program, the Family and Community Services Division Community Service Centers provide a variety of social services to economically disadvantaged individuals and families interested in achieving self-sufficiency. These centers offer a variety of core services such as:

- Family Development
- Emergency Food and Shelter (EFSP)
- Emergency Housing
- Low Income Home Energy Assistance (LIHEAP)
- Care to Share Energy Assistance
- Elderly Home Energy Assistance (EHEAP)
- Citizen Involvement/Participation
- Volunteer Income Tax Assistance (VITA)
- Youth Intervention
- Crisis Intervention
- Computer Training
- FATHERS Program
- Second Chance-One Stop Program
- Farm Share Program
- Housing Assistance Grant Program (HAG)
- After School Programs
- Family and Child Empowerment (FACE)
- Notary Assistance
- Life Support Initiative Assistance (LISAP)
- Computer Maintenance/Repair and Networking Training
- Home Buyers Initiative
- Immigration Assistance
- Citizenship Classes
- ESOL Classes
- Arts and Craft Classes
- Dial a Life Program
- Lifeline and Linkup Telephone Service
- Information and Referral

For further information on Citizen Participation or any programs offered at Community Action and Human Services Department, contact Claudette McLean at (786) 469-4746.

**2015: Incomplete applications will not be considered.**