



OAK PARK-RIVER FOREST Community Foundation

TOM NEUMANN MEMORIAL SUMMER LEARNING FUND

Guidelines

The Tom Neumann Memorial Summer Learning Fund provides grants to Oak Park and River Forest High School and Trinity High School juniors each year to participate in an intensive and extended development program of their choice during the summer. Students can, for example, learn biology in Costa Rico, participate in a program in Europe, or any programs that spark students' interest. *Programs that are generally 3 or more weeks are prioritized.* Participation of such programs will inspire and empower students to have an extraordinary experience in their summer. This grant will support students who may qualify to participate, but cannot participate due to the cost of a program. ***After the completion of the program, a Post-Program report is required for all grantees.***

The grant will fund:

Cost of the program, including tuition/program charges, transportation to and from the program and travel/health insurance (as needed). A maximum amount of \$6,000 is available per student.

The summer development programs must be structured and sponsored by respected organizations, including but not limited to: CIEE, the Experiment in International Living, American Field Service, American Friends Service Committee Work Camps, music or art summer camps, science or language summer programs, Outward Bound, National Outdoor Leadership School camping programs, the Road Less Traveled, etc. Grants will **not** fund self-planned adventures for pure tourism such as independent cross-country or European travel.

Participants will be selected by a selection committee for the Tom Neumann Memorial Summer Learning Fund, with assistance from the Oak Park-River Forest Community Foundation, which manages the Fund.

Requirements

Applicants for this grant **must**:

1. Be a **current OPRFHS or Trinity HS junior** student interested in furthering academic accomplishments and/or personal development by pursuing field studies, trips, academic programs, or exchange programs during the summer between junior and senior year.
2. Complete the **application form, essay and requested documents** and submit to the Oak Park-River Forest Community Foundation, 1049 Lake Street, Suite 204, Oak Park IL 60301, or by email to donorservices@oprfcf.org. The Office of Student Activities at OPRF High School is also available to answer any questions. The application must be typed. Handwritten applications will not be considered. **Deadline for application and all materials is March 7, 2022 at 5:00 PM.**
3. In **essay**, be able to define goals for participation that build on students' personal or academic interests and/or career directions.

4. Include a package of **printed information about the program** that you desire to attend, published by the program's sponsor. (This information must include specifics on your selected program's goals and the ways in which the program accomplishes its goals. You must also describe why you selected this program as your priority program).
5. Provide an **unofficial transcript of your high school record to date**. (Decisions will **not** be based on grades alone, but applications will not be considered without a transcript provided.)
6. **Provide explanation of financial need** in the essay. (Decisions will **not** be awarded on the basis of financial need alone, but financial need is a large consideration).
7. Provide a **recommendation from one teacher** stating why the teacher believes you would benefit from such a program.
8. **Interview with a selection committee**, if selected for final candidacy on the basis of application.

How Applications are Judged

Typically, we receive 15-20 applicants each year, and the selection committee ultimately selects 4-5 recipients. The selection committee reads each application very carefully, not only your answers to the questions but also the program materials you provide. The following will be prioritized:

- We look for candidates who are thoughtful and convincing about their reasons for desiring the particular summer experience they have selected.
- We want you to persuade us that this experience will make a difference in your life.
- We also look to understand your financial need. Do you need this grant, or is this a program your own family could fund?
- In addition, we are attentive to the quality of the program you want to attend: is it likely to deliver on its promise? For example, if the program has said it will make you a better leader, how will it do that? Does it give you any real opportunities for leadership?

Interviews

On the basis of the written application and materials submitted, we will select approximately eight candidates for interviews. You will be notified if you have been selected by mid-March for interview, which is required to complete review of your candidacy. We expect the interviews to be conducted during the 2nd and 3rd week of March before spring break. After interviews, we will select the 3-5 recipients, and notify them by April 1.

Post- Program Report

After the completion of your program/trip/experience, recipients are expected to communicate how the experience impacted you in a 2-10 page written report, journal with photos or project (any other medium that you find most appropriate). **This report is due by Friday, September 2, 2022**



OAK PARK-RIVER FOREST Community Foundation

TOM NEUMANN MEMORIAL SUMMER LEARNING FUND GRANT APPLICATION

Full Name: _____

Mailing Address: _____

Name of School: _____

Cell Phone: _____ Email: _____

Essay Component

On a separate typed sheet, please respond to the following questions below (250 to 500 words each):

- Describe the proposed program/trip/experience you have selected for the upcoming summer and explain why you selected it. Define your goals for participating in this experience and how it is linked to your personal, academic and/or career interests, or any other *goals* you may have for participating.
- Explain with examples how you believe you will *benefit* from this experience.
- Identify experiences you have had recently or in the past that will prepare you to benefit from this experience.

Please complete the following budget that estimates the total cost of your program:

<u>Program Budget</u>	<u>\$ Amount</u>
Program cost:	_____
Transportation to/from program	_____
Other program-related costs (please specify)	_____
Total amount requested:	_____

In a few words on a separate sheet of paper, please explain your financial need. Also explain any other actions you have taken to obtain money for the experience; fund-raising, work, other grants, etc. Please include any supporting documents if applicable.

Submission Instructions

Use this form as the cover of your application. Submit your completed application, including this cover sheet and additional accompanying sheets with your responses, your unofficial high school transcript, (1) teacher recommendation, and information from sponsoring organization(s), to the Oak Park-River Forest Community Foundation, 1049 Lake Street, Suite 204, Oak Park IL 60301, or by email to donorservices@oprpcf.org by **5:00 p.m. on Monday, March 7, 2022**. **Applications will not be considered that do not have all parts submitted.** For questions about this grant, contact Anne Sullivan, Donor & Grant Services Coordinator, at the Oak Park-River Forest Community Foundation: (708) 848-1560, or donorservices@oprpcf.org.