I. PURPOSE

The overall purpose of the TSO Scholarship Program is to fulfill Society Purpose V.

II. GOAL

To provide funds for **non-traditional types of professional development activities** for TSO members.

III. AMOUNT:

The amount available per member will not exceed **$750**.

IV. GENERAL INFORMATION/ELIGIBILITY

A. Applicant must secure current form from the website, http://www.dkgtexas.org.

B. Applicant must have been a member of the Texas State Organization for a minimum of two (2) years **before June 1** of the application year.

C. Applicant must document active participation in the Texas State Organization (TSO) of *The Delta Kappa Gamma Society International* through such things as attendance at chapter meetings, service committees, elected offices, chapter projects and activities, attendance at area workshops, conventions, etc.

D. Scholarship recipients are expected to remain active contributing members of the Society. See Section V.D. for information about expectations related to future involvement in TSO/ DKG (**Goals for Future TSO/DKG Involvement**).

E. Applicant may be actively teaching or currently employed in an education position and seeks to improve her professional skills. Applicant may also be retired and have a desire to improve her professional skills because of being self employed as a consultant, serving in an organized volunteer capacity, or similar non-DKG purpose.

F. Eligible non-traditional activities include, but are not limited to, attendance at a professional conference or workshop that has the potential to enhance one's professional skills; conducting research activities on a topic of professional interest; and other types of professional development activities, the value of which can be justified by the applicant. Except for the registration fee for Golden Gift (the international Leadership Management Seminar), Delta Kappa Gamma-sponsored activities, such as State Conventions, Regional or International conferences or conventions, and ASTEF-sponsored travel opportunities, will not be funded.

G. The events or activities for which the applicant submits an application must occur between **July 1** of the current year and **June 30** of the following year.

H. As a condition of receiving grant funds and upon completion of the activity, the recipient must complete and submit a Scholarship Report to the Chair of the TSO Scholarship Committee.

V. APPLICATION PROCEDURE

A. The application form must be completed in its entirety and must be signed by the applicant. The application should be completed using the TSO template.

B. The completed application must be accompanied by **two (2) letters** of recommendation **with original signatures**:

1. One letter must be from the **chapter president**. The letter should address chapter participation in areas such as attendance, committees, projects, chapter activities and offices held. *(If applicant is the current chapter president, please state that fact and secure a letter from another officer.)*
2. If currently employed, the second letter of support must be from the applicant's immediate supervisor. If retired or self-employed, the letter may be from a person who has knowledge of the applicant's desire to improve her professional skills.

C. The completed application and the two letters of recommendation **(with original signatures)** must be submitted in **one** email (you may have multiple attachments).

D. In the "**Description of the Professional Development Activity**" section of the application, the applicant must provide a clear, detailed description of the professional development event/activity and include the name of the organization sponsoring the event/ activity. In the "**Goals/Justification for the Professional Development Activity**" section, the applicant must clearly explain how participation in this activity will enhance her professionally and include specific goals for what the applicant expects to achieve from participating in the program. In the "**Goals for Future TSO/DKG Involvement**" section, the applicant must identify the specific offices and/or committees in which she plans to serve at the chapter, area, state, and/or international levels and describe how she expects to be involved in other DKG activities after receiving this grant. The applicant must also describe specifically how she plans to "give back" to TSO in return for receiving a grant; for example, you will volunteer to serve on the TSO Scholarship Committee in the near future; write an article for the *Lone Star News* about how the grant enriched your life; share your new learning within the schools, chapter, or community organizations, etc.

E. The applicant must identify projected costs by category/type of expenditure and the total amount in the "**Budget**" section. The budget may include related expenses, such as educational materials, transportation, meals, childcare, etc.

F. The applicant is responsible for submitting all required data **including the completed application and endorsement letters.**

G. The scholarship chair or committee can assume no responsibility for collecting data for any application.

H. **Incomplete/Unsigned applications will not be considered.**

I. The application materials must be received no later than **March 1** of the year in which the application is made.

VI. INFORMATION ON DISTRIBUTION AND DOCUMENTATION

A. Grant funds (not to exceed $750) are paid **after July 1** of the scholarship year.

B. Funds will be paid after recipient provides proof of payment for registration and/or other related expenditures to the Chair of the TSO Scholarship Committee, who will approve the request for reimbursement and forward it to TSO Headquarters for payment.

C. Events or activities for which the applicant has applied must occur July 1 – June 30. **No recipient will receive payment unless enrollment/expenditures are for the time period for which the scholarship is granted.**

D. A recipient cannot receive a state scholarship and/or mini-grant for more than two years in succession. Applicants may apply for an additional scholarship and/or mini-grant after a lapse of one (1) year. A recipient may receive only one (1) TSO scholarship per year.

E. A recipient may accept a State monetary award and an International Delta Kappa Gamma Scholarship for the same fiscal year.

APPLICATION MUST BE RECEIVED NO LATER THAN March 1, 2027. Send to tsoscholarshipdkg@gmail.com