

The Hamilton Parish Council Scholarship Program

January 15, 2015

PURPOSE

The purpose of this document is to constitute the Hamilton Parish Scholarship Program, thereby enabling persons to understand the rules governing the program and how it operates.

PREAMBLE

The Hamilton Parish Council (the “Council”) is desirous to establish and manage a scholarship program (the “Program”) for the benefit of students residing in Hamilton Parish. The Council believes that such a program is consistent with its mandate to assist those in need within Hamilton Parish.

Council members will make every effort to encourage individuals, businesses and other organizations to sponsor scholarships of any type. Sponsors and donors who make material donations may be permitted to suggest the name of the scholarship being launched.

Those fully funding a scholarship may want to create a scholarship in their name, or choose to remember someone who has touched their lives by creating a memorial, commemorative, or an honor scholarship. Scholarships may be funded annually or through an endowment.

GUIDELINES & RULES

Notwithstanding anything written in this document, the Chairman of the Council is ultimately responsible for the management of the Scholarship Program.

GENERAL GUIDLINES

Applications are open to undergraduate students, residing in Hamilton Parish, who have completed at least one year at an accredited university or college. Applications from students who wish to pursue a post-graduate degree will also be considered.

Scholarships will be based primarily on financial need and also academic merit.

Scholarship applications must be submitted no later than May 31st. Scholarship interviews will generally be held in mid-July and scholarships will be awarded in mid-August.

The Chairman will appoint a Scholarship Committee to review applications. The Committee will undertake to provide the Council with a listing of all applicants before beginning the selection process to ensure that there is no conflict of interest.

The Committee will then short-list students to be interviewed, conduct interviews and select the successful candidates. Professional judgment shall be exercised to ensure that the most needy applicants are considered first, since this is consistent with the mandate of the Council. The Committee will report back to the Council with regard to final decisions made and will defer to the Council should any serious concerns arise.

RULES

The management of the Program shall remain in strict compliance with the following rules:

1. No scholarship shall be awarded and paid unless the applicant has completed at least one year at an accredited college or university.
2. Applicants must be Bermudian, or PRC holders and should be ordinary residents of Hamilton Parish for at least five years prior to submitting their applications.
3. Only applications submitted via the bermudascholarships.com website will be considered.
4. All required documents as specified under the Hamilton Parish Scholarship on the bermudascholarships.com website must be submitted and no incomplete applications will be considered.
5. Once an application has been successfully submitted through bermudascholarships.com, an electronic notification that the application has been received for consideration will be automatically generated.

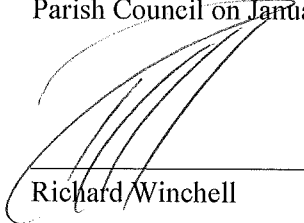
6. Scholarship recipients must ensure that a GPA of not less than 2.5 is maintained. Failure to do so will result in withdrawal of the scholarship. Funding will usually be made in two equal payments at the beginning of the Fall and Spring semesters.
7. Students will be required to sign an agreement which will be binding, confirming that they will maintain contact with the Scholarship Committee to report on their GPA progress at college etc. All Scholarship awards shall be properly recorded in the financial statements of the Council and shall be accounted for in a designated account.
8. Immediate family of those serving as Council members shall not qualify as scholarship applicants.
9. The Council reserves the right to change any of the terms & conditions for any Scholarship at any time, and will notify the recipients of such changes.
10. These rules shall be subject to ongoing review. At a minimum a formal review shall be conducted annually at an ordinary meeting of the Council.
11. These rules shall not be amended unless they are formally approved at an ordinary meeting of the Council.

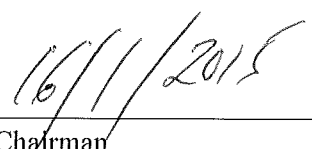
DONATIONS

12. Donors shall be provided with an electronic notification upon receipt of their donation or sponsorship.
13. Donations shall be discussed and duly Minuted at a regular meeting of the Council.
14. All donations shall be properly recorded in the financial statements of the Council.
15. Donations and monies made available for scholarships shall be accounted for in a designated account.

COUNCIL APPROVAL

This constitution was duly amended in accordance with the rules of the Hamilton Parish Council Scholarship Program at a meeting of the Hamilton Parish Council on January 15th, 2015.



Richard Winchell

Chairman

~End of Constitution~