

**African-American/Caribbean Education Association Inc.
(ACEA INC)
Elizabeth Hubbard Community Service Scholarship 2023**

**FULL APPLICATION:
Announcement/ Eligibility/ Format of Essay, Application with Certification,
Verification Forms, and Photograph Permission**

Announcement: The Elizabeth Hubbard Community Service Scholarship shall award graduating high school seniors of New York State that have performed a minimum of 200 to 500, unpaid, community service hours. This Award is open to students that have VOLUNTEERED their time to make a difference. Students of African-American and//or Caribbean heritage may apply. **The award ranges from \$300 to \$700.** The amount of Award is dependent upon documentation, quality of service, and essay. Requirements to apply are:

Eligibility

Graduating High School Senior Criteria:

- Complete Application with Certification
- Resident and High School Student of New York State
- Performed a minimum of 200 to 500, unpaid, service hours during high school tenure.
- Attending a four-year college or university in the Fall 2023
- Copy of Acceptance Letter to the four-year college or university to attend in Fall 2023
- Copy of School receipt initially paid to reserve seat.
- Submission of the following 500 Word Essay, Entitled:
“Community Service Helps Community to Succeed, Builds Character, and Commands Leadership”

Format of Essay:

- 1) Must use the assigned essay.
 - 2) Times New Roman 12-point font
 - 3) Double-spaced
 - 4) One-inch margins, top and bottom, and left and right of page.
 - 5) 500-word essay, approximately two pages
- Convert all documentation to pdf. Adobe has a website to convert file for free. Except for photo, other formats are not acceptable for review and essay will not be considered.
 - Must graduate high school.
 - Voluntary photo of yourself, which is not an Eligibility requirement to be awarded. (See permission form)
 - Letters of Verification:
 - 1) College/Guidance Counselor (See form enclosed)
 - 2) English Teacher (See form enclosed)
 - 3) Service verification letter (s) written on facility letterhead and affixed with corporate seal or stamp. Letters must attest to the quality of service and specify the dates and number of hours VOLUNTEERED.

Email all documentation to aaceainc@yahoo.com

- Applications are accepted via email only.
- A confirmation of received application will be sent to applicant’s stated email address.

How to Apply:

Obtain an application by doing any one of the following:

1) Downloading application from website, 2) E-mailing us for an application, and 3) Call us to e-mail an application

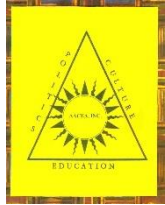
APPLICATION DEADLINE:

- Wednesday, May 17, 2023, by 11:59 PM EDT
- Announcement of Award: Wednesday, May 31, 2023
- Arrangements will be made for Award to be hand delivered.

For More Information: Call us at 718/ 949-6733

Website: www.aaceainc.com

E-Mail: aaceainc@yahoo.com



**African-American/Caribbean Education Association Inc
(AACEA INC)
SCHOLARSHIP PROGRAM
The Elizabeth Hubbard
COMMUNITY SERVICE SCHOLARSHIP
APPLICATION 2023**

Type or Legibly Write Information

Applicant's Name: _____

Street Address: _____

City _____ State _____ Zip Code _____ E-mail _____

Home Phone: _____ Cell Phone _____ Parent # _____

Graduation Date: _____ Social Security #: Last 4 digits only: _____

Current High School: _____

Address: _____

City, State, Zip: _____

How do you identify yourself? Check one: I am African-American ___ I am Caribbean ___ I am Both ___

Will you be a full-time student in the Fall Term of 2023? Check one: Yes ___ No ___

Name of Four-Year College or University to attend Fall 2023 _____

Do you have an intended major? Check one: Yes ___ No ___ If yes, briefly answer the following:

What is the major? _____ Reason for this major: _____

Full Name of Parent (s) and Address (es) or Legal Guardian

Father: _____

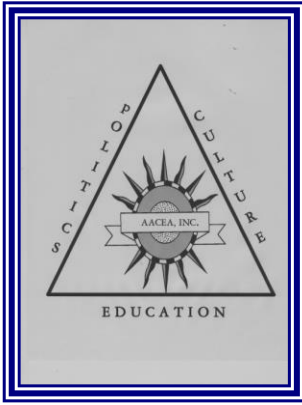
Mother: _____

CERTIFICATION

I hereby affirm that the information provided in this AACEA INC Application is accurate in all respects. I understand that the following criteria is contingent upon receiving award; that I am a resident of New York State; that I have performed a minimum of 200 unpaid community service hours; that I shall be enrolled at the institution listed for this Fall 2023; that all verification forms, letters; original essay, photograph that is optional and initial school receipt, are truthful; and further understand that if I fail to continue to meet the award criteria, relevant to eligibility requirements, I will forfeit Award and/or be required to repay Award.

Print Name: _____ Date: _____

Signature: _____



African-American/Caribbean Education Association, Inc.
(AACEA, INC.)

"Working to better the education of our children"

Rosalind O'Neal, M.A., M.B.A.
Founder and CEO

Board of Directors
Shawneequa L. Callier, Shirley Phipps,
Judith Tyler, Hon. Ernestine Washington
Director Emeritus, Joyce Samber
Education Advisor, Dr. Eartha Kackett

P.O. Box 1224, Valley Stream, NY 11582-1224 - E-mail: aaceainc@yahoo.com
Telephone and Fax Number: 718/949-6733 - 501 (C) 3 Non-Profit - Website: www.aaceainc.com
Office Hours by Appointment Monday-Friday

MEMBER: Nonprofit Coordinating Committee of New York and Alliance of Nonprofits
Chartered by the New York State Education Department

High School Verification Form I: English Language Arts Teacher

APPLICANT: _____

Attention: This form is needed to verify information provided by the above applicant. Two High School Verification Forms are needed, the applicant's English Teacher and College/Guidance Counselor. We appreciate your valued input in allowing our Evaluators to assess this applicant and thank you for your time and careful attention. This is the required form to be used, substitutions will not be accepted.

*Please be advised that the School Seal must be affixed to this form.

The Elizabeth Hubbard Community Service Scholarship 2023

Name of High School: _____

Sponsor I: English Language Arts Teacher

Name: _____

School Telephone # and Ext: _____

School E-mail: _____

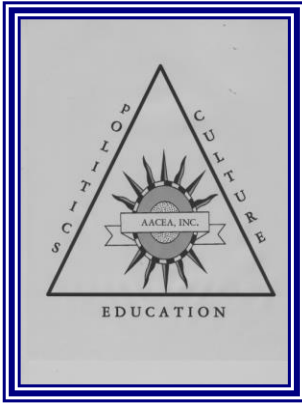
This is to verify that (the above Applicant) _____
has prepared and written the original Essay submitted in this Application. For questions, please
contact us at the above.

Signature: _____

Date: _____

School Seal:





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High School Verification Form II: College/Guidance Counselor

APPLICANT: _____

Attention: This form is needed to verify information provided by the above applicant. Two High School Verification Forms are needed, the applicant's English Teacher and College/Guidance Counselor. We appreciate your valued input in allowing our Evaluators to assess this applicant and thank you for your time and careful attention. This is the required form to be used, substitutions will not be accepted.

***Please be advised that the School Seal must be affixed to this form.**

The Elizabeth Hubbard Community Service Scholarship 2023

Name of High School: _____

Sponsor II: College/Guidance Counselor:

Name: _____

School Telephone # and Ext: _____

School E-mail: _____

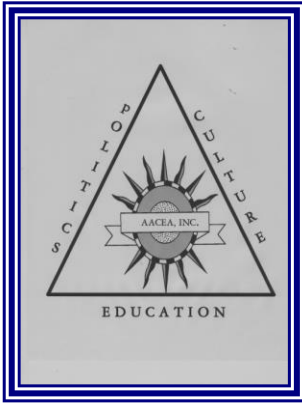
This is to verify that (the above Applicant) _____
is a high school senior graduating this year, planning to attend the four-year college appearing in
this Application. For questions, please contact us at the above.

Signature: _____

Date: _____

School Seal:





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VERIFICATION OF SERVICE HOURS FORM 2023

APPLICANT: _____

Attention Organization: The following applicant is applying for the Elizabeth Hubbard Community Service Scholarship 2023. This form is needed to verify: 1) The number of, unpaid, service hours given to your organization by this applicant, and 2) A detailed reference letter, on organization letterhead, that attests to the quality of service provided. Your organization's seal or stamp must appear with signature.

Name of Organization _____

Title and Name of Supervisor: _____

Contact Telephone Number: _____

TOTAL HOURS SERVED _____

DATES OF SERVICE:

Start Date: _____ to

End Date: _____

***If applicant volunteered on intermittent dates, please make copies of this form, complete, and submit separately. Please indicate number of form pages submitted to enables us to better assess and keep track of each applicant.**

Print Name: _____

Signed: _____ Date: _____



Permission to Post Photograph at the AACEAINC Website

Attention Applicant:

Please be advised that submitting a photograph of yourself, with this application, is optional. Should you submit a photo of yourself and become a recipient of award, your photograph shall be posted at the AACEAINC website with your permission. Posting your photograph will celebrate you as an awardee of this scholarship. Astonishingly, and impressively, your photo will also serve as a motivator to encourage middle and high school students to perform service in their communities. This organization applauds young people rolling up their sleeves to make a difference in the lives of someone else. Again, and to be clear, the award is not contingent upon submitting a photograph. You may absolutely decline. Your assessment is based on meeting the minimum number of service hours, the supporting documentation that is to accompany this application, and the quality of your essay.

Should you wish to submit and give permission to post photograph at website, the parent or legal guardian listed in application is the person of record to sign permission. If you are 18 years of age, the same applies to you. The parent or legal guardian listed in application is the person of record to sign. (The legal age of majority in New York State is 21 (for signing contracts).

If you wish to decline, fill in your name and check the No line. (This form is required and to be submitted with all documentation).

- All applicants are to submit this form with application, whether permission is given or declined.

-----Please complete either one of the following and submit with all documentation-----

APPLICANT NAME: _____

_____ Yes, I give permission for my son/daughter, the listed applicant, to post photograph at AACEAINC website.

Signature: _____ Date _____

Parent or Legal Guardian (circle one)

Print Full Name: _____

For Applicant Declining:

_____ No, I do not give permission to post photograph at AACEAINC website.