

**OTIS M. SMITH  
SCHOLARSHIP FUND**

*A Scholarship Program of the Community Foundation for Southeast Michigan*

**SUMMARY**

The purpose of the Otis M. Smith Scholarship Program is to provide scholarships to selected single parent mothers to assist them in obtaining post-secondary education at selected accredited institutions.

Non-renewable scholarships of up to \$3,000 will be made with assistance of advisors to the Otis M. Smith Scholarship Program, including Otis Smith's brother. While scholarships are not renewable, prior recipients are eligible to apply.

The scholarship materials are available online on the Community Foundation for Southeast Michigan website at [cfsem.org/apply](http://cfsem.org/apply).

April 15 is the priority date for applying.

**BACKGROUND**

The Otis M. Smith Scholarship Program was established by Mr. Otis M. Smith to honor the memory of his mother who, as a single parent, encouraged and supported her children to attain post-secondary education. Mr. Smith worked at many odd jobs as a youth after his father died when he was age 11. He attended Fisk University and received a law degree from Catholic University. He served as Auditor General and Justice of the Supreme Court of the State of Michigan. He was Vice President and General Counsel of General Motors and upon retirement, served as 'of counsel' to the law firm of Lewis, Clay & Munday. Although a modest man throughout his life, he was a leader and role model and active volunteer serving on numerous local and national boards.

**WHO MAY APPLY?**

In order to be eligible, applicants must be current residents of any of the following counties of southeastern Michigan: Wayne, Oakland or Macomb. Applicants must be pursuing post-secondary education at the Columbus College of Law at Catholic University of America, any campus of the University of Michigan or any campus of Wayne State University. Applicants must also be single parent mothers.

Employees of the Community Foundation for Southeast Michigan and their dependents as well as members of the Community Foundation for Southeast Michigan Board of Trustees and their dependents are ineligible for scholarship consideration.

**WHAT ARE THE CRITERIA FOR SELECTION?**

- A single parent mother is a person who is either divorced or unmarried mother who is still parenting a child or children.
- An applicant must be pursuing post-secondary education at the Columbus College of Law at Catholic University of America, any campus of the University of Michigan (any degree) or any campus leading to any degree at Wayne State University. Priority will be given to full-time students, but applicants enrolled on at least a half-time basis can be considered for a full award. The "full-time" definition used by the applicable university will be used to determine eligibility.

## CRITERIA FOR SELECTION, CONTINUED

- Applicants must demonstrate financial need by the completion of the FAFSA (Free Application for Federal Financial Aid) online at [www.fafsa.gov](http://www.fafsa.gov). A copy of the online FAFSA application must be submitted to the Community Foundation for Southeast Michigan to determine the financial need of the applicant. The online application will prompt you to do upload this as part of the application process.
- Demonstrate efforts to contribute to household and educational expenses through employment or strong effort to gain employment.
- Have exemplary character, leadership and a manifest desire to achieve significant education beyond high school.
- Demonstrate academic ability to successfully complete post-secondary education.
- All awards will be made without regard to race, creed, color, religion, national origin, sexual orientation or sexual identification. Special attention will be given to minority applicants consistent with the intent and expressed wishes of the donor and applicable state and Federal laws bearing in mind that the donor's mother was the inspiration for establishing the program.
- Indication that the Otis M. Smith Scholarship is important for continued pursuit of education.

## WHAT ARE THE AWARD CONDITIONS?

- If an award recipient withdraws from the educational institution for which the award was granted, the award will be cancelled and the unspent portion, if any, will be returned to the Foundation.
- If a recipient chooses to take a course or series of courses at a tax exempt, accredited educational institution other than the one to which she was originally attending, or if she wishes to transfer to another tax exempt educational institution, the Otis M. Smith Scholarship Program Award will not be forfeited if the Community Foundation for Southeast Michigan is notified in advance of such transfer to an eligible institution.

## HOW WILL SCHOLARSHIP AWARD PAYMENTS BE MADE?

- Award payments will be made to the Financial Aid Office, or its equivalent, of the educational institution in the name of the educational institution. Payments are limited to tuition and fees, books and supplies and room and board expense.
- Award payments will be made as soon as the (1) recipient has signed and returned the Terms of Grant Agreement to the Community Foundation, (2) the recipient has notified the Community Foundation of the eligible university in which he/she plans to enroll, (3) the university has verified enrollment and (4) the university has verified that it will not reduce previously awarded grant/scholarship aid as a result of this award, unless required by federal or state law.
- Awards are subject to state and federal income guidelines.

## HOW DO I APPLY?

- Go to [cfsem.org/apply](http://cfsem.org/apply) to draft and submit your application online.
- April 15 is the priority deadline for applying.

If you need additional information or materials, please contact the Community Foundation for Southeast Michigan at 313.961.6675 or [scholarships@cfsem.org](mailto:scholarships@cfsem.org).