

Floral Design Program Application for The James and Helen Phillip Scholarship Fund

The American Floral Endowment was established in 1961 to fund research and education programs for the floral industry.

The American Floral Endowment has acquired a special fund to provide scholarships through block grants to students in college/university programs focusing on careers in floral design and retail flower shop operations. As we identify colleges that qualify to award some of these scholarships to their students, we also need to develop protocols for maintaining the program successfully. If your educational institution offers certificates or degrees in floral design and retail flower shop operations, and you believe some of your students would benefit from such a scholarship, please complete this questionnaire and return it as soon as possible to the American Floral Endowment. Thank you!

Section A. Information on Academic Institution

Name of Institution: _____

<p>Address:</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p>Mail address, if different:</p> <p>_____</p> <p>_____</p> <p>_____</p>
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Contact person: _____ **Phone:** _____

Email: _____ **Fax:** _____

A1. What organization(s) have given your college accreditation?

A2. List the required and elective classes, as well as the total classes or credits required for completion; or attach the current degree plan and core course descriptions from your college's catalog.

A3. List the degree(s) or certificate(s) available for your students that are interested in pursuing careers in floral design and retail flower shop operations.

Name of Degree or Certificate	Typical Time to Complete (years or semesters)	No. of Students Completing In: (Indicate years)		
		20__	20__	20__

A4. What mechanism do you have in place for considering scholarship applications, awarding funds, and advising foundations of the recipients and their educational progress? Please attach current information regarding these procedures, timeline, and any scholarship application form typically used by your students. Also indicate if 100% of grants benefit students, or if some overhead fees are required to cover your administrative costs.

A5. Please indicate any provisions in place to ensure that scholarships are used only for the purpose intended (e.g., not distributed directly to student but applied to their account or not awarded if students drop a required course).

A6. Please list or attach information about the instructors teaching the required courses for your floral programs, including their degrees and professional certifications.

A7. Besides providing your current college catalog, if you have any brochures explaining your program or if there is additional information about your program not covered in this questionnaire, please feel free to explain below or attach relevant materials.

Section B. Student Job Placement

B1. Please estimate the percentage of your students who obtain full time employment as retail florists within three years of completing their degree/certificate.

B2. Does your program encourage internships? Please explain.

B3. How does your institution assist graduates with job placement?

Section C. Financial Need of Students

C1. Please list or attach information about scholarships currently available and limited to your students pursuing one- or two-year floral degrees/certificates, including requirements and amount of the award.

C2. Please provide any information you can about the following costs of the program:

Tuition per semester/other: _____

Typical fees/supplies fees per semester/other: _____

Typical books per semester: _____ Other: _____

C3. It is the intent of this scholarship fund that recipients have some personal investment in their education. Accordingly, no individual award should exceed more than 50% of the total cost of a student's tuition, fees, books, and supplies in an academic term. In order to assure prudent distribution of funds, we also require that distributions be made on a term by term basis. Given this requirement and your institution's tuition and fees, please indicate the number and dollar amount of scholarships you believe would be practical to award each academic term.

We would like to know: Are there any particularly compelling reasons why your floral program should be considered to award some of these scholarships? (e.g., breadth or depth of courses offered, recognition received, utilization of internships, career placement success, number of students unable to complete the program due to financial issues, etc.).

If chosen to award one or more of these scholarships, at the end of the school year with the recipients' written permission you will be asked to provide the information on the attached form to assist us in monitoring the program.

Kindly sign below to indicate that you understand that you will be required to complete and return the form, and that you will abide by the rules and expectations for distributing awards from ***The James and Helen Phillip Scholarship Fund***.

We have read the questions on this form and answered them truthfully and accurately to the best of our ability.

Name: _____ Dean's Name: _____
Title: _____ Dean of: _____
Signature: _____ Signature: _____
Date: _____ Date: _____

Please submit your form by clicking on the "Click Here to Submit" button below.

Please send all supporting documents to: afe@endowment.org.

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