



# الجمعية الدرزية الاميركية

هيوسطن- تكساس

*AMERICAN DRUZE SOCIETY*  
*Houston Chapter*



## ADS HOUSTON SCHOLARSHIP PROGRAM

### T R U S T D O C U M E N T

#### **Section 1: Objective**

To provide an annual merit scholarship to individuals from the ADS Houston Chapter that facilitates the pursuit of undergraduate education at accredited institutions.

#### **Section 2: Program Description**

Under the scholarship program, the ADS Houston Chapter will award, annually, one scholarship in the amount of \$1,500 to one individual starting in 2007. The program will also sustain each individual scholarship up to a maximum of three additional years (subject to meeting eligibility requirements) starting in 2008 in a staged manner.

The sustaining scholarship will be staged as follows: \$1,500 in 2008 (one individual), \$3,000 in 2009 (two individuals), and \$4,500 in 2010 and beyond (three individuals). As such, this scholarship program will be supporting a minimum of four students by 2010 on an annual basis. The ADS Houston Chapter Board of Directors will administer this program and may recommend adjusting the amount of the award or the number of recipients based on the availability of funds, chapter, and community needs.

#### **Section 3: Eligibility**

1. Must be a regular member of the ADS Houston Chapter in good standing at the time of application.
2. Must be a graduating high school senior or a currently enrolled undergraduate student in good academic standing.

#### **Section 4: Selection Committee**

1. A Selection Committee shall evaluate all annual applications for this scholarship program in accordance with the Trust Document requirements and recommend the individual(s) for the scholarship(s) to the ADS Houston Chapter Board of Directors.
2. The Selection Committee shall be made up of two ADS Houston Chapter Board members and two to three diverse members from the community.
3. The Selection Committee members shall be selected at the Annual Business Meeting and shall serve for the current calendar year for which a scholarship(s) is being awarded.



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#### **Section 5: Award Selection Criteria**

The following criteria shall be utilized by the Selection Committee to evaluate individual candidate merits for the annual scholarship awards:

1. Evaluation of Program Entry Application (Form A) and/or Sustaining Scholarship Application (Form B) as applicable and supporting documents.
2. Academic achievement including grades/GPA, rank in class, standardized test scores, etc.
3. Community/Extracurricular involvement.
4. Personal attributes.
5. Letters of recommendation.
6. For the sustaining scholarships, demonstration of good academic standing through transcripts/grades for the school year.

#### **Section 6: Award Duration**

1. Each award will cover one academic year and may be extended for an additional three years, for a maximum of four years of support per recipient.
2. No recipient may receive more than four years of support under this program.

#### **Section 7: Provisions for Initial and/or Sustaining Scholarship Award**

1. Availability of funds.

#### **Section 8: Funding of the Scholarship Program**

1. The scholarship program shall be funded through annual fund raising activities, individual donations, business donations, and the growth of the fund through investment/interest income from the balance in the scholarship fund account.
2. It is the intent that the scholarship fund will eventually reach a level that is self sustaining from the investment income the fund generates.
3. The ADS Houston Chapter Board of Directors shall deposit all scholarship funds in an account separate from all other ADS chapter funds.
4. The ADS Houston Chapter Board of Directors shall ensure that the scholarship funds deposited earn interest and/or investment income in a manner that allows the fund to grow but as a minimum, preserves the principal value of the funds deposited into the account.
5. The ADS Houston Chapter Board of Directors shall provide a detailed financial account of the scholarship fund at the Annual Business Meeting.



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#### **Section 9: Continuation and Ending of the Scholarship Fund**

1. The scholarship fund program is intended to benefit the Houston area Druze community and its continuation is dependent on the community needs and the willingness of the community to support it.
2. If in the future, the scholarship program is determined to be unsustainable because of the lack of funding, need, or interest from the Houston Chapter and community, the program may be discontinued by a majority vote at the Annual Business Meeting. In that event, the remaining funds shall be distributed in the form of scholarships in accordance with the Trust Document until the fund is depleted.
3. The scholarship program shall be reviewed annually by the ADS Chapter Board of Directors to assess its effectiveness and continued benefit to the community. The Board will provide an update and recommend continuation, adjustments to the program or termination of the program at the Annual Business Meeting.
4. Majority vote by the members of the Chapter will be required to terminate the scholarship program at the Annual Business Meeting.

#### **Section 10: Time Line**

The following timeline shall be followed:

1. Application period: June 1 to June 30 of the calendar year.
2. Scholarship Selection Committee review of applications to be completed and a listing of recommended candidates for receipt of a scholarship (in descending order of qualification) to be provided to the chapter Board of Directors by July 21<sup>st</sup>.
3. Board of Directors announcement of awards by July 31<sup>st</sup>.
4. Payout of scholarship award: August 15<sup>th</sup>.

#### **Section 11: How to Apply**

1. Application period: January 1<sup>st</sup> to June 30<sup>th</sup>.
2. Print the application(s) from the web-site or request a copy.
3. Fill application(s) and mail with supporting documents to:

ADS Houston Scholarship Program Selection Committee  
c/o ADS Houston Chapter  
3322 Pebble Beach, Pearland, TX 77584



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#### **Section 12: Amendments to the Trust Document**

This trust document may be amended by the Houston Chapter Board of Directors with the exception of items 2 and 4 in Section 9 of this document.

#### **Section 13: Oversight of the Program**

The chapter Board of Directors shall provide at the annual chapter business meeting a separate and detailed accounting of the status and activities of the scholarship program independent of the annual chapter finances as follows:

1. Income credited to the fund including donations, fund raising activities, organic fund growth, etc.
2. Scholarship amounts paid for the time period.
3. All expenses other than scholarship payouts incurred by the fund.
4. Presentation of the fund status including items 1 to 3 in this section and the names of the recipients of the scholarships.
5. Documentation of meeting the requirements of this section shall be provided in the chapter Board of Directors meeting minutes and the annual business meeting minutes.



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**Approved by: Houston Chapter Board of Directors**

\_\_\_\_\_  
Mr. Souheil Ghaoui, President

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Mr. Salim Najjar, Vice President

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Mr. Firas Hamdan, Treasurer

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Dr. Nizar Charafeddine, Secretary

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Mr. Issam Saad, Member at Large

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Mr. Bayan Saab, Member at Large

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Dr. Samer Suki, Member at Large

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Mr. Tarek Amine, Member at Large

Date: April 11, 2009

Revision Record

July 27, 2007	First issue of scholarship Trust Document
April 11, 2009	Revision 01 to Trust Document and applications