



## THE RICHARD AND LORAYNE OTTO SCHOLARSHIP

**PURPOSE OF SCHOLARSHIP:** Dick and Lorayne Otto are both former Auto-Owners associates who wanted to do something in return for their company and its employees, so they established the Dick and Lorayne Otto Scholarship Fund to assist the dependents of Auto Owners employees pursue a program of undergraduate education.

**SELECTION COMMITTEE:** The fund is administered by the Capital Region Community Foundation located in Lansing, Michigan. The Otto Scholarship Selection Committee consists of five independent reviewers from the greater Lansing area, with no conflict of interest with Auto-Owners or its employees. It is the intent of the scholarship committee that all applications submitted for review will be given a fair and balanced evaluation, based on the established criteria.

### **WHO MAY APPLY:**

- Legal dependents of Auto Owners Insurance Group employees (not affiliates) are eligible to apply for this scholarship. The employee must be in good standing as verified by the HR department. It is not required that applicants live in the Lansing area to qualify.
- Student applicant must be a senior in high school, and may seek this scholarship for their freshman year of college only. This is a one-time non-renewable scholarship.
- Student must plan to enroll full time at an accredited 2 or 4 year educational institution in the United States.

**SCHOLARSHIP AWARDS:** Awards typically range from \$1,500 to \$3,500, based on many factors including whether the recipient is attending a two or four year college.

### **SELECTION CRITERIA - in order of importance:**

- Academic performance (GPA)
- Quality of essay
- Participation in extracurricular school activities
- Involvement with community service activities
- Meaningful letters of recommendation
- Work experience
- A good (not necessarily perfect) driving record
- To a lesser extent, financial need and extenuating life circumstances

### **APPLICATION INSTRUCTIONS**

- The application must be completed by the student, not the Auto-Owners employee.
- Applications must be submitted electronically by 5:00 p.m. Monday, March 16, 2020. **Please plan ahead!** Required information includes family financial data, an essay, a copy of the most recent high school transcript and two letters of recommendation from non-family members.
- The online application is available at [www.ourcommunity.org/grantmaking/scholarships/ottoscholarship](http://www.ourcommunity.org/grantmaking/scholarships/ottoscholarship)
- If you are a first time eGrant user, you will first need to create an account. Once you are logged in, select "Application Opportunities" on the left side menu. Select "2020 Capital Region Community Foundation Scholarship Application" and read the instructions and follow the prompts as you begin a draft application. You may revisit your draft application anytime by selecting "Drafts" from the left side menu. Once you click SUBMIT on the last page, the application is no longer available for editing, but can still be viewed or printed.

### **TIMELINE & PAYMENT INFORMATION**

Application Deadline: Monday, March 16, 2020 at 5:00 p.m. The Otto Scholarship Selection Committee will review all applications in April and meet in early May to make the final selections. Applicants will be notified in mid-May of 2020. Student must provide the student number and address of college. The award will then be sent directly to the college for deposit in the student's account. **Please Note:** *Some colleges will adjust the student's financial aid package by the amount of the award. We recommend you check with the college's financial office for clarification of this point.*