Scholarship Application Packet

Dorothy E. 'Dot' McCalpin Memorial Scholarship Of $2,000.00 (for 2013)

Sponsored by the Friends of the Richardson Public Library

Application Deadline: Friday, March 29, 2013

Dorothy E. ‘Dot’ McCalpin Memorial Scholarship

My mother passed away in the summer of 2011, after a long and loving life of service to others. When you read her history on page 5, you will no doubt be incredulous that anyone could have done all those things in one lifetime. Well, it’s important to remember that she had 86 and a half years to do it…but it’s even more important to remember that everyone has to start somewhere.

If you are reading this application, you have started somewhere, by volunteering at the Richardson Public Library. My mother loved the Library and education, and together with my father raised six kids with 12 university degrees between them. She contributed to the Library in the same way that she contributed to everything, by donating her time and limitless energy. In the case of the Library, she was the president of the Friends of the Library and worked on projects such as the InPerson Series that brought in nationally known speakers here to our home town, Richardson, Texas.

In gratitude for her service to the FOL, to the Library, and to the City, the Friends of the Richardson Public Library are delighted to sponsor a scholarship in Dot McCalpin’s name to a young, college-bound woman or man who exemplifies the love of learning and absolute dedication to the service of City and community.

Each of you who volunteer at the Library deserve our thanks, and it is my sincere hope that years from now, you will look back and realize that your journey, too, began with a single step, that first volunteer job. I hope that the example of Dot McCalpin makes you appreciate how much good you can do.

- William J. ‘Bill’ McCalpin
January 2012

Table of Contents

General Scholarship Information **5**
The Friends of the Richardson Public Library 5
Mission 5
Summary 5
Dorothy E. 'Dot' McCalpin 5
Scholarship Focus 7
Eligibility 7
Criteria 7
Scholarship Selection 7
Scholarship Recipient Notifications 7
Scholarship Amount and Payment 7
Applying for the Scholarship **9**
Instructions and Delivery 9
Filing Period 9
Deadline – March 29, 2013 9
Delivery Instructions 9
Application Check-List 10
Scholarship Application **11**
Section 1 – General Information 11
Plagiarism Statement 12
Section 2 – Cover Letter 13
Section 3 – Essay 13
Section 4 – Activities & Volunteer Experience 13
Section 5 – Transcript 13
Section 6 – Recommendation Letters 13
Delivery Instructions 13
Frequently Asked Questions **14**
Application 14
Q. What is the application deadline? Does the deadline apply to recommendation letters and transcripts? 14
Q. Can applications be emailed or faxed to the FOL? 14
Q. Should the application be stapled or paper-clipped together? 14
Q. Are there any formatting requirements for the application? 14
Q. May applications be submitted in a language other than English? 14
Q. Can I include samples of my work in my application? 14
Transcripts / Course Schedules 14
Q. Do I need an official transcript or a copy of my official transcript? 14
Q. I have attended multiple colleges/universities. Do you require a transcript from each college/university? 14
Q. My current semester grades will not be available until after the March 29, 2012 deadline. 14
Q. Do you require a course schedule? 14
Recommendation Letters 15
Q. Can I photocopy my recommendation letters? 15
Q. Do the recommendation letters need to be mailed to the FOL directly from the person writing the letter? 15

Q. Can recommendation letters be from family members, friends or religious leaders? 15
Citizenship/International Schools 15
Q. Can I apply for a scholarship if I am not a United States citizen? 15
Q. Can I use the scholarship award at a school outside of the Unites States? 15
Scholarship Awards 15
Q. When will the scholarship awards be announced? 15
Q. How will the scholarship award recipients be notified? 15
Q. How will the scholarship awards be distributed? 15
Scholarship Eligibility 15
Q. How many course hours do I need to take to be considered a full-time student? 15
Q. Does financial need play a part in selecting scholarship recipients? 15

General Scholarship Information

The Friends of the Richardson Public Library

Mission

The mission of the Friends of the Richardson Public Library is to support the Library and to enrich the cultural opportunities available to library users.

Summary

The Friends of the Richardson Library is a 501(c)(3) non-profit entity and a proud member of ALA/ALTAFF (American Library Association / Association of Library Trustees, Advocates, Friends and Foundations).

The Friends were organized in 1986 and, for 20 years, focused most of its efforts on presenting the In Person author series. When the series was discontinued, a strategic planning meeting was held and a new mission statement was drafted: to support the Library and to enrich the cultural opportunities available to library users.

A popular program is the Annual Book Sale, where patrons have the opportunity to buy books of all types at a reasonable cost.

Another book event, this time strictly for children, is the Scholastic Book Sale. The Friends give away nearly 400 free books to children.

The Friends participate in the literary life of the city in many other ways. They purchase book bags for the BookBabble Discussion Group and annually support Richardson Reads One Book.

The Friends also support library staff. In March there is a staff appreciation luncheon given and in December, a Christmas dessert party.

In addition, the Friends support the community with sponsorship of the annual Richardson Christmas Parade and providing volunteers at Wildflower Festival.

The Friends group is dedicated to helping the Library fund activities that are not in the Library's annual budget.

Dorothy E. 'Dot' McCalpin

To say that Dorothy Edna Schulte McCalpin – "Dot" to all – was a driving force in the City of Richardson for the last 45 years would be an understatement. Dot was born December 20, 1924, in St. Louis, Missouri, to William Bernard Schulte and Edna M. McBride, and married sweetheart George Ambrose McCalpin after a minor delay caused by George's nearly three year service in the U.S. Army in World War II. While her future husband was away at war, Dot attended Webster College of St. Louis University and graduated with a B.A. in English in May, 1947.

Dot was not born in Texas, but as they say, she got here as fast as she could. Dot and George married in 1948, moved to Texas, and after brief stays elsewhere, ended up in Beaumont, Texas, where, over the next 17 years, all six of their children would be born.

In 1965, husband George, a geophysicist, was transferred to the Sun Oil laboratory in Richardson, Texas, and Dot brought the six children to the new home that she and George built in the Canyon Creek section of the City, where they lived together for the next 45 years.

Dot was mother, teacher, photographer, City volunteer, and community leader.

Dot raised six children with her husband of 63 years. Their children have earned among them six Bachelor's degrees, four Master's degrees, and two doctorates, reflecting Dot and George's own university educations and high goals for their children. In addition to raising her children, Dot also volunteered as a Girl Scout leader, Camp Fire leader, Den Mother, and PTA President. Dot taught literally hundreds of Richardson children swimming and Life Saving skills both in her backyard and in pools in Richardson. And somehow she found the time to learn and teach speech therapy to help one of her children born with a speech defect to speak normally.

After her children started to leave home to lead lives of their own, Dot threw herself into a second career of photography. A complete amateur at first, Dot began taking course after course wherever offered, even as far away as Pennsylvania, to develop her skills. Finally, husband George suggested that she turn professional to help pay for her "hobby", and, as in all things, Dot gave it 110%. She became an award-winning professional photographer and 20+ year member of the Professional Photographers of America. She served as president of the Dallas Professional Photographers of America and was a member of the Texas Professional Photographers of America. In addition to decades of wedding and family portrait photography, Dot has taken hundreds of "official" portraits around the City, such as of the Richardson City Council members, the members of the Richardson Women's Club, the Board of the local hospital, and the class photos for Leadership Richardson.

But such efforts hardly begin to describe the contributions that Dot McCalpin freely gave to the City of Richardson and the community. Perhaps inspired by an ancestor who ran for office in Missouri during the American Civil War, Dot firmly believed that good citizens actively participate in public life. To that end, Dot served on and was chair of the Richardson Parks and Recreation Commission, served on and was chair of the Zoning Board of Adjustment, was on the steering committee and advisory board member for the Wildflower festival, was the founder of the Great Fountain Festival, was a member of the committee that built the fountain and brick memorial wall at City Hall, suggested the use of the native pecan tree next to the Library to be decorated as the Christmas tree at Santa's Village, attended Leadership Richardson (Class V), and attended both the Richardson Citizens Police Academy and Fire Academy.

And in the area of community service Dot McCalpin shone. In addition to being wife, mother, teacher, photographer, and City volunteer, Dot was a community volunteer without equal. Over thirty years, Dot amassed an incredible record of service, at one point or another being the president of every community club in Richardson that allowed women members. Dot served in the following community and civic organizations:

- Altrusa, committee chair
- Cadence Dance Club, president
- Canyon Creek Homeowners Garden Tour, chair
- Dallas Geological & Geophysical Auxiliary, president
- Dallas Geological & Geophysical Auxiliary, program chair (multiple times)
- Dallas Professional Photographers Association, president
- Family Outreach of America, officer
- Family Outreach of Greater Dallas, president
- Family Outreach of Richardson/Plano, president
- Friends of the Richardson Library, president
- HASR (Helping Agencies Serving Richardson), founder
- Heard Museum in McKinney, secretary and vice-president
- Junior League of Dallas, sustaining member
- Junior League of Richardson, advisory board
- Leadership Richardson Alumni Association 20th Anniversary Committee
- Leadership Richardson, advisory board
- Neighborhood Youth Services, board member and officer
- Network of Community Ministries, board member and officer
- Richardson Adult Literacy Center, advisory board
- Richardson Chamber of Commerce, advisory board
- Richardson East Rotary, president (and where she was the first woman member)
- Richardson Regional Medical Center, women's advisory board
- Richardson Republican Women's Club, president

- Richardson Symphony Orchestra, board member
- Richardson Women's Club, president
- St. Mark the Evangelist Catholic Church, founding member and building committee,
- Texas Coalition for the Prevention of Child Abuse, officer
- YMCA, board chairman
- YMCA, co-chair of $250,000 capital renovation campaign;
- Youth Services Council, director

Because of the countless contributions made by Dot to Richardson, the Richardson Chamber of Commerce proclaimed her "Citizen of the Year" in 1990, and the Mayor of the City of Richardson proclaimed her 80th birthday, Dec 20, 2004, to be "Dot McCalpin Day".

Mayor and Council proclaiming "Dot McCalpin Day"

Scholarship Focus

The focus of the Dorothy E. 'Dot' McCalpin Memorial Scholarship is to provide some level of financial aid to college-bound teenagers who have served the Richardson Public Library in a volunteer capacity. Dot McCalpin believed that volunteer work for the community should be a cornerstone of each citizen's life, and the Friends of the Library are delighted to make this annual scholarship available to a young woman or man who has shown not only a commitment to higher education but has demonstrated that volunteer spirit that Dot McCalpin lived.

Eligibility

To be eligible for the FOL scholarship, students must have the following:

- Active participation in a volunteer program at the Richardson Public Library since January 1, 2012
- Minimum 3.0 cumulative GPA on a 4.0 scale
- Full-time student attending an accredited college or university as of the Fall 2013 semester

Criteria

Scholarships are based on a combination of the following: Scholastic achievement, application essay, participation in school activities, community service, honors and organizational affiliations, education objectives and academic and professional recommendations.

Scholarship Selection

The Scholarship Selection Committee made up of individuals named by the Board of Directors of the Friends of the Richardson Public Library, and this committee will review the applications and select the award recipients on an impartial basis.

Scholarship Recipient Notifications

Awards will be announced no later than April 30, 2013. All scholarship recipients will be notified by email and/or phone within 24 hours of the selection committee's decisions. In addition, the scholarship winner will be posted on the Friends of the Library website.

Scholarship Amount and Payment

The amount of the Dorothy E. 'Dot' McCalpin Memorial Scholarship is set by the Board of Directors of the Friends of the Richardson Library each year. For the year 2013, there will be one scholarship set at $2,000.00.

The scholarship award will be credited to the recipient's college account in one installment prior to the start of the Fall 2013 semester. The scholarship payment will be made to the University no later than August 15, 2013. The scholarships are payable only in U.S. dollars.

Additional Information
For additional information, please contact the Dot McCalpin Scholarship Committee Chair at scholarship@richardsonfol.org .

Applying for the Scholarship

Instructions and Delivery

The Scholarship Application has six sections. Once you have completed all sections of the application, paper clip your application together and follow the delivery instructions below. To be considered for the scholarship, you must either:

- **Drop off your completed application at the Library at the Administration Offices on the 2nd floor before the Library's close of business on Friday, March 29, 2013. Be sure to have someone log in your application!**

-OR-

- **If mailed, your application must be postmarked by Friday, March 29, 2013, to be considered for a scholarship.**

Due to the high volume of applications, we recommend that you deliver all sections of your application together. We realize that it is not always possible to deliver your recommendation letters and official transcript along with the application. **If your recommendation letters and official transcript will be delivered separately, please note that these items must also be postmarked by Friday, March 29, 2013 or dropped off at the Library Administration Offices by the close of business Friday, March 29, 2013.**

Filing Period

Scholarship applications are accepted from February 1 – March 29, 2013. The scholarships are awarded for the 2013 Fall Semester.

Deadline – March 29, 2013

All scholarship applications, recommendation letters and transcripts must be postmarked by Friday, March 29, 2013 or dropped off at the Library's Administration Offices on the 2nd floor by close of business on Friday, March 29, 2013. Note that any materials dropped off at the Library MUST BE logged in to show that your materials have been received. Any materials postmarked after this date will not be considered for an FOL scholarship.

Delivery Instructions

If sending the application by mail, address and mail one copy of your application to:

Friends of the Richardson Library
PO Box 830993
Richardson, Texas 75083

It is recommended that if you mail your application, then you send it by certified mail.

If hand-delivering your application, take the completed set to the 2nd floor of the Library to the Administration Offices, and hand it to the employee at the desk. MAKE SURE that this person logs in your application.

Due to the large number of applications processed, we are not able to return transcripts or any other portion of your application. For additional information or to verify that the FOL has received your application, recommendation letters and/or transcript, contact the FOL at scholarship@richardsonfol.org .

Application Check-List

Please make sure you include all requested information with your application as incomplete applications will be disqualified. Your application must include the following sections:

- ☐ Section 1 – General Information Page
- ☐ Section 2 – Cover Letter
- ☐ Section 3 – Essays (two essay responses)
- ☐ Section 4 – Activities & Work Experience
- ☐ Section 5 – Transcript*
- ☐ Section 6 – Recommendation Letters*

* Your transcript and recommendation letters may be mailed separately.

Scholarship Application

Deadline: Application must be postmarked by Friday, March 29, 2013.

Section 1 – General Information

Please complete the following information.

Status in the Fall of 2013

☐ Full-Time Student (minimum of 12 undergraduate hours or matriculated in post-graduate program)

College/University Program

☐ Four-Year College/University or Master Degree Program
☐ Two Year Community College

Application Packet Being Delivered to FOL is:

☐ A complete application including my official transcript and recommendation letters
☐ A partial application as my official transcript and/or recommendation letters will be mailed separately

Applicant Information

Application Date _____

First Name _____ Last Name _____

Permanent and/or Current Address _____

City _____ State/Province _____ Zip/Postal Code _____

Country _____ Email _____

Cell Number _____ Telephone 2 _____

* If your telephone numbers or email changes, please notify the FOL by email at scholarship@richardsonfol.org .

College/University Information

University/College Name _____

Address _____

City _____ State _____ Zip/Postal Code _____

Country _____ Web Site _____

College Major for 2013 Fall Term (if any) _____

Year in School for 2013 Fall Term ☐Freshman ☐Sophomore ☐Junior ☐Senior ☐Graduate

Anticipated college graduation date _____

Degree _____

Plagiarism Statement

Applications without a signed Plagiarism Statement will be disqualified.

Plagiarism is presenting as one's own the words, the work, or the opinions of someone else without proper acknowledgment and/or borrowing the sequence of ideas, the arrangement of material, or the pattern of thought of someone else without proper acknowledgment.

I acknowledge that the information and essays presented in this application are my own original work.

Applicant Signature _____ Date _____

Scholarship Application, cont.

For the following sections of the application, please complete the information using a black font and plain white paper. Include your name on the top of each page and label each section. Do not exceed the maximum page lengths for each section.

Section 2 – Cover Letter
Include a letter requesting consideration for the scholarship. (maximum length: 1 page)

Section 3 – Essay
Please write an essay which addresses the following questions as they apply to you:

Describe your volunteer experience at the Richardson Public Library. What was meaningful to you about the experience and how did it affect your college goals? Describe how volunteering is part of your life - do you volunteer in other places? What plans do you have for volunteering in college? How will volunteering be a part of your life after graduation?

The maximum length of the essay should be about 500 words.

Section 4 – Activities & Volunteer Experience
List your activities including current volunteer or high school extra-curricular activities and achievements and any work experience. (maximum length: 2 pages)

Section 5 – Transcript
Provide one *official* school-issued current transcript. A cumulative "B" average or grade point average of 3.0 or higher on a 4.0 scale is required. Transcripts must be in English. Transcripts may be mailed by the schools directly to FOL or, preferably, may accompany the scholarship application. If mailed separately, transcripts must be **postmarked** by the **March 29, 2013 deadline.**

Section 6 – Recommendation Letters
Provide two (2) academic or professional recommendations from teachers, instructors, professors or Library employees. The recommendation letters may be mailed directly to the FOL by the author or, preferably, may accompany the scholarship application. If mailed separately, all letters must be **postmarked** by the **March 29, 2013 deadline.** All letters must be original, have a current date within the last 6 months, be produced on school, university or corporate letterhead and provide the writer's contact information.

Delivery Instructions
If you mail your application, mail one copy of it **postmarked by Friday, March 29, 2013** to:

Friends of the Richardson Library
PO Box 830993
Richardson, Texas 75083

It is recommended that you send your application certified mail. For additional information or to verify that the FOL has received your application, recommendation letters and/or transcript, contact the FOL at scholarship@fol.org .

If hand-delivering your application, take the completed set to the 2nd floor of the Library to the Administration Offices, and hand it to the employee at the desk. MAKE SURE that this person logs in your application.

Frequently Asked Questions

Application

Q. What is the application deadline? Does the deadline apply to recommendation letters and transcripts?

A. Scholarship applications, recommendation letters and transcripts must all be postmarked by Friday, March 29, 2013 or dropped off at the Library Administration Offices by close of business on Friday, March 29, 2013. Any materials received with a postmark after the deadline will not be accepted.

Q. Can applications be emailed or faxed to the FOL?

A. No. The application must be mailed to the FOL at

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Friends of the Richardson Library
PO Box 830993
Richardson, Texas  75083
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or dropped off at the Library Administration Offices.

Q. Should the application be stapled or paper-clipped together?

A. Please paper clip the application together. Do not staple your application or place it in a folder or special binding.

Q. Are there any formatting requirements for the application?

A. The following formatting tips are recommended:

- Print your application using a black font on plain, white paper. The applications are scanned and sent electronically to the Scholarship Selection Committee. Applications that are created on non-white or patterned paper using colored ink do not scan well and are hard to read.
- Your name should appear on every page of your application.
- Label each section of your application.
- Write the essay question at the top of the page before responding to the question.
- There are no font style, spacing or margin requirements.
- Do not exceed the maximum word count requirements for each section.

Q. May applications be submitted in a language other than English?

A. No. All parts of the application, including the transcript and recommendation letters, must be in English.

Q. Can I include samples of my work in my application?

A. No. Work samples will not be passed along to the Scholarship Selection Committee, and they cannot be returned.

Transcripts / Course Schedules

Q. Do I need an official transcript or a copy of my official transcript?

A. You need one official transcript with a seal or signature from your school or university.

Q. I have attended multiple colleges/universities. Do you require a transcript from each college/university?

A. No. Only your current transcript is required.

Q. My current semester grades will not be available until after the March 29, 2012 deadline.

A. Send your most recent transcript.

Q. Do you require a course schedule?

A. No, a course schedule is not required.

Recommendation Letters

Q. Can I photocopy my recommendation letters?
A. No. Recommendation letters must be original and have a current date within the last 6 months. The letters must be produced on school, university or corporate letterhead and provide the contact information for the person writing the letter.

Q. Do the recommendation letters need to be mailed to the FOL directly from the person writing the letter?
A. No. If possible, the recommendation letters should be included with your application. Recommendation letters received separately from the application will be matched with the application.

Q. Can recommendation letters be from family members, friends or religious leaders?
A. No. Recommendation letters must be from teachers, professors or work colleagues.

Citizenship/International Schools

Q. Can I apply for a scholarship if I am not a United States citizen?
A. Yes. The FOL scholarship is available to any qualified volunteer at the Library who will be enrolled full-time at a U.S. college or university in the Fall of 2013.

Q. Can I use the scholarship award at a school outside of the Unites States?
A. No. The Dot McCalpin Memorial Scholarship is available only for full-time students at an accredited college or university in the United States.

Scholarship Awards

Q. When will the scholarship awards be announced?
A. The FOL will announce the scholarship award recipient no later than April 30, 2013.

Q. How will the scholarship award recipients be notified?
A. The scholarship recipients will be posted on the FOL Web site http://richardsonfol.org/ within 24-hours of final award selection by the Scholarship Selection Committee. Scholarship recipients will also be notified by email, phone and/or mail.

Q. How will the scholarship awards be distributed?
A. The FOL will mail a check in the amount of your scholarship award directly to your university. All checks will be mailed no later than August 15, 2013.

Scholarship Eligibility

Q. How many course hours do I need to take to be considered a full-time student?
A. Undergraduate students must be enrolled in a minimum or 12 hours for the fall semester to be considered a full-time student. Graduate students must be actively matriculated into a post-graduate degree program.

Q. Does financial need play a part in selecting scholarship recipients?
A. No. The FOL scholarship recipient is selected based upon the eligibility requirements.