Attachment A

Superintendent’s Memo No. 036-19

February 8, 2019

# GRANVILLE P. MEADE SCHOLARSHIP PROGRAM 2019 PROCEDURES FOR THE SELECTION OF RECIPIENTS

The Governor, the Superintendent of Public Instruction, and the Commissioner of

Agriculture (the Board of Control for the Granville P. Meade Trust) hereby adopt the

following procedures for the annual disbursement of income generated from the Granville P. Meade fund for the purpose of providing scholarship awards to worthy and financially disadvantaged Virginia high school seniors to attend one of Virginia’s public or private colleges or universities.

The Virginia Department of Education (VDOE or “the Department”) will post on its website a memorandum (“Superintendent’s Memorandum”), along with a scholarship

application form notifying school division superintendents of the need to alert their

students to the opportunity to apply for a Granville P. Meade Scholarship. The

Superintendent’s Memorandum will outline the required criteria for the award consistent

with the Meade will and court decrees. The VDOE will also send the Superintendent’s Memorandum and an application form with the same request to the Virginia Council for Private Education and the Home Educators Association of Virginia. In addition, the scholarship opportunity will be posted on the State Council of Higher Education for Virginia’s financial aid website.

The application and selection timeline is as follows:

| March 15, 2019 | Deadline for public and private school students to submit scholarship application to their high school principal. |
| --- | --- |
| March 29, 2019 | Deadline for principals at public and private schools to forward selected applications to the division or association office. |
| April 12, 2019 | Deadline for the public school division superintendents to forward the five selected school applications to the State Superintendent’s Leadership Council (SSLC) regional study group screening committee chairperson. **This deadline does not apply to private school or homeschool applicants.** |
| April 26, 2019 | Deadline for the final five selected applications from the Regional Study Groups. Private school and homeschool applications will be screened by the Granville P. Meade Scholarship Committee and five finalists selected. Mail to:  Joseph Wharff/Meade Virginia Department of Education 101 N. 14th Street, 20th Floor Richmond, Virginia 23218 |
| May 10, 2019 | Notification by the Virginia Department of Education of scholarship recipients. |

Each year, VDOE will determine the total number of scholarships to award after ascertaining funds available for the award in consultation with the Meade Fund trustee. The Department will award four-year scholarships to qualifying students so they are able to continue their college education in subsequent years, on condition that they remain enrolled in a Virginia college or university and maintain a minimum of a 2.5 GPA for each semester.

The Department will choose the Granville P. Meade scholarship recipients from

the nominees submitted and notify the superintendents in each of the school divisions, as

well as the Virginia Council for Private Education and the Home Educators Association of Virginia by May 31 of each year. Each scholarship recipient will receive an award letter and a copy of the policy governing payment to Granville P. Meade scholarship recipients.

Granville P. Meade scholars will be selected based upon financial need and merit.

Therefore, applicants will need to demonstrate academic achievement, extracurricular activities, and good character as determined by letters of recommendation and financial need.

The Virginia Department of Education does not discriminate on the basis of race, sex, color, national origin, religion, age, political affiliation, veteran status, or against otherwise qualified persons with disabilities in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following position has been designated to handle inquiries regarding the Department’s non-discrimination policies:

Deputy Superintendent – Finance and Operations  
Virginia Department of Education  
P.O. Box 2120  
Richmond, Virginia 23218-2120  
Phone: (804) 225-2025

For further information on Federal non-discrimination regulations, contact the Office for Civil Rights at [OCR.DC@ed.gov](mailto:OCR.DC@ed.gov) or call 1-800-421-3481.

You may also view [*Governor Terry McAuliffe’s Executive Order 1 (EO-1, 2014)*](http://www.doe.virginia.gov/home_files/leaving/redirect.cfm?url=https://governor.virginia.gov/policy/executive-orders/eo-1-equal-opportunity/), which specifically prohibits discrimination on the basis of race, sex, color, national origin, religion, age, political affiliation, or against otherwise qualified persons with disabilities. The policy permits appropriate employment preferences for veterans and specifically prohibits discrimination against veterans