HISPANIC BAR ASSOCIATION OF THE DISTRICT OF COLUMBIA FOUNDATION

2019 HBA-DC SCHOLARSHIP APPLICATION

Due Date: Monday, October 7, 2019
HISPANIC BAR ASSOCIATION OF DC FOUNDATION

September 15, 2019

Dear Law Student:

The Hispanic Bar Association of the District of Columbia (“HBA-DC”) is a local voluntary bar association in the District committed to the advancement and progress of Latinos in the legal profession. To further its commitment, the HBA-DC will award $5,000 to eligible law students via the Hispanic Bar Association of the District of Columbia Foundation (“HBA-DC Foundation”), an independent charitable organization affiliated with the HBA-DC. Eligibility and selection criteria for the HBA-DC Scholarship along with the application procedures are set forth below.

It is important that you read the instructions before you submit an application for the HBA-DC Scholarship. Please answer all questions completely and in legible handwriting or type. Your application will not be considered until all required materials are received. All application materials must be electronically mailed as a single PDF file to the Scholarship Committee at: foundation@hbadc.org.

The HBA-DC will announce the Scholarship awardees at its Equal Justice Awards (“EJA”) Reception to be held on Friday, November 1, 2019, at the Park Hyatt, 1201 24th Street, NW, Washington, D.C. Should you be selected to receive a Scholarship, you will also receive one (1) complimentary ticket to the EJA. Additional details about the EJA will be provided at a later date.

Thank you for your interest in the HBA-DC Scholarship. The HBA-DC and the HBA-DC Foundation wish you success in your legal career.

Sincerely,

HBA-DC Foundation Scholarship Committee
HISPANIC BAR ASSOCIATION OF DC SCHOLARSHIP

APPLICATION INSTRUCTIONS

1. Eligibility
Students of Hispanic or Latino descent or heritage who are currently enrolled and in good standing in their final year of studies for a Juris Doctor degree at an ABA approved law school in Washington, D.C., are eligible to apply for the HBA-DC Scholarship.

2. Selection
The selection of HBA-DC Scholarship recipients will be conducted by the HBA-DC Foundation Scholarship Committee.

3. Selection Criteria
The HBA-DC Scholarship will be awarded based on the following criteria:

A. Accreditation. The HBA-DC Scholarship is limited to students who are attending ABA approved schools in Washington, D.C.

B. Good standing. The applicant must submit an official law school transcript and a letter from the law school stating that the student is in good standing.

C. Financial need. The applicant must provide sufficient documentation to establish his or her need for financial assistance in order to meet the expenses of attending law school. Information submitted should document student and family income, including the applicant’s federal tax returns, financial aid received (including scholarships, grants and loans), and expenses related to attending law school.

D. Demonstrated commitment to the advancement of the Hispanic community. The application materials must reflect service to the Hispanic community, which may include active participation in the HBA-DC.

E. Completeness. The application form and required documentation must be received by the Foundation by the deadline. Late or incomplete applications will not be accepted or reviewed.
F. **Application Deadline.** Scholarship applications and all required supporting documentation must be received by **11:59 p.m. EST, October 7, 2019.** Your application will not be considered after this date. Please email application as a **single PDF file.**

G. **Presentation.** Scholarship recipients will receive one (1) complimentary ticket to the EJA Reception and must be present for the Scholarship award announcement.

4. **Awardee Information**
   If selected as a scholarship recipient, the awardee must provide a biography and photograph, which will be featured in the EJA program.

5. **Use of Scholarship**
   The purpose of the HBA-DC Scholarship is to help cover the awardee’s educational expenses of tuition, books, and bar exam preparation fees while enrolled and in good standing in their final year of studies for a **Juris Doctor** degree at an ABA approved law school in Washington, D.C. The Scholarship is a grant paid directly to the law student and is not a loan.

6. **Certification Regarding Use and Reporting Requirement**
   Applicants must certify that they will use the HBA-DC Scholarship only to cover the allowable educational expenses listed in Section 5 above. The certification will include acknowledgement that the HBA-DC Foundation may rescind the Scholarship if the awardee’s enrollment status changes, for example, if the awardee discontinues his or her law school studies or transfers to a law school outside Washington, D.C. By **May 31, 2020,** awardees must submit a Scholarship Reporting Form evidencing how the Scholarship funds were used. The Scholarship Reporting Form is attached to the application.

7. **Misuse of Funds**
   An awardee who cannot document that the HBA-DC Scholarship funds were used to cover the allowable educational expenses listed in Section 5 must repay the misused funds immediately or pursuant a restitution agreement with the HBA-DC Foundation.

8. **Disbursement of Scholarship**
   The HBA-DC Scholarship will be paid directly to the awardee by check. Alternatively, the awardee may request that payment be made to the law school directly. The awardee is responsible for maintaining receipts for all expenses paid with the Scholarship funds for submission with the **Scholarship Reporting Form due May 31, 2020.**

9. **Promotional Materials**
   By receiving the HBA-DC Scholarship, the awardee agrees that his or her name, biography, photograph, and any pictures taken at the EJA event may be used by the HBA-DC on its website, online newsletter, quarterly newsletter, social media, videos or any other promotional materials.
Section I. Personal Information

Name: __________________________________________

Mailing Address: __________________________________________

________________________________________

Permanent Address: __________________________________________

________________________________________

Telephone (mobile): __________________________________________

Telephone (home): __________________________________________

Email Address: __________________________________________

Date of Birth: ___________ Place of Birth: _______________________

Father’s Place of Birth: __________________________________________

Mother’s Place of Birth: __________________________________________

Marital Status: ___________ Number of Dependents (if applicable): ___________

Are you of Hispanic or Latino descent or heritage? ____Yes _____No
Name of Law School: ____________________________________________

Current Year in Law School: ____________________________________

Undergraduate School: _________________________________________

Undergraduate Degree: __________________________________________

Please check the type of law school program you are currently enrolled in:

_______ Day/Full Time  _______ Evening/Part-Time

Credits Completed: __________ Credits Needed to Graduate: _____________

Anticipated Date of Graduation: _________________________________

Current Grade Point Average or Academic Standing: _______________________

To the best of your knowledge, are you related by blood, marriage or any other family
relationship to any officer or director of the HBA-DC or the HBA-DC Foundation or to any
member of the Scholarship Committee? If so, please list the member’s name and relation:

________________________________________________________________________

________________________________________________________________________

Have you previously received any financial assistance from the HBA-DC Foundation? If so,
please identify the financial assistance and the year in which it was received:

________________________________________________________________________

________________________________________________________________________
Section II.  Financial Information (Income, Assets and Resources)

FINANCIAL AID FOR PRESENT ACADEMIC YEAR 2019-2020:

Total scholarships and grants: $ __________________
Loans: $ __________________
Special Grants (e.g., CLEO): $ __________________
Work Study: $ __________________
Tuition Waiver: $ __________________

Subtotal: $ __________________

INCOME:

Self (per year, net after taxes and deductions): $ __________________
Spouse (per year, net after taxes and deductions): $ __________________
Government Benefits (per year): $ __________________
Family Contribution (per year, e.g. parents): $ __________________
Average Checking Account Balance (for current year): $ __________________
Total Savings: $ __________________
Total Investments (e.g. stocks, mutual funds, bonds, money market accounts): $ __________________

Subtotal: $ __________________
PROPERTY:

Real Estate (approximate value, net of mortgages and liens): $ ________________
Automobile value (net of liens): $ ________________
Other Assets: $ ________________

Subtotal: $ ________________

OTHER MONTHLY EXPENSES NOT LISTED ABOVE:

Tuition and Fees: $ ________________
Books and Supplies $ ________________
Rent or Mortgage: $ ________________
Utilities: $ ________________
Groceries: $ ________________
Transportation or Car Expenses (e.g., auto insurance, gas, car payments): $ ________________
Clothing: $ ________________
Medical: $ ________________
Child or Dependent Care (Child support) $ ________________
Contribution to Family: $ ________________
Credit Card Payments: $ ________________

Other Expenses and Payments (describe): $ ________________

Subtotal $ ________________
What is your total credit card balance?  

What is your total student loan balance?  

What is your total mortgage balance?  

Total debts and liabilities, other than credit card, student loans or mortgage:
Section III. Community Commitment (attach up to one additional page, if necessary)

The HBA-DC Scholarship is awarded to students with financial need who demonstrate a commitment to the progress and advancement of the Hispanic community, which may include active participation in the HBA-DC. Please describe in detail your recent community and law school activities and how, as a future lawyer, you intend to contribute to the advancement of the community and the Hispanic bar.
Section IV. Additional Factors (attach up to one additional page, if necessary)

Please describe any additional circumstances that you believe would help the Scholarship Committee evaluate your application. You may also include a one-page resume.
Section V. Supporting Documentation Required

1. Copy of your Financial Aid Award Letter from your law school for the year for which this scholarship will be awarded.

2. Copies of your federal tax return (or state tax return if you filed no federal return) for the prior year. If you did not file any tax return for the prior year, please indicate below.

3. Copy of your law school transcript.

4. Letter from your law school indicating that you are in good standing.
Section VI. Certification and Acknowledgment

I, ________________________, hereby certify that, should I be awarded an HBA-DC Scholarship by the HBA-DC Foundation, I will use the Scholarship funds exclusively for tuition, books, school supplies, or bar exam preparation fees while enrolled and in good standing in my final year of studies for a Juris Doctor degree at an ABA-approved law school in Washington, D.C.

I, ________________________, have reviewed the Scholarship Reporting Form and agree to submit such form to the HBA-DC Foundation no later than May 31, 2020, along with all relevant receipts. If further agree that if I am unable to document that the HBA-DC Scholarship funds were used to cover the allowable educational expenses, I am obligated to repay in full the misused funds immediately or pursuant a restitution agreement with the HBA-DC Foundation.

I, ________________________, also certify by signing below that the statements and information provided in this application and the supporting documentation are true.

Signature __________________________________ Date ____________________

Print Name__________________________________________
Hispanic Bar Association of DC Foundation
2019-2020 Scholarship Reporting Form

Instructions:

Complete this Reporting Form and submit it to foundation@hbadc.org no later than May 31, 2020.

Name:
Law School:
Telephone (home): Telephone (Mobile):
Current Address:
Email:

Respond to all questions below and provide the requested documentation.

1. Were you enrolled in an ABA approved law school in Washington, D.C., while pursuing a Juris Doctor during your final year of studies? If not, please explain in detail.

2. Did you graduate from your law school? If so, on what date? If not, explain in detail.

3. Did you use the HBA-DC Scholarship funds to cover only your allowable educational expenses of tuition, books, and/or bar exam preparation fees?

   (a) If yes, please provide a breakdown of how the funds were used (example: $1,000 for tuition, $700 for books and $800 for bar exam preparation fees) and attach copies of all relevant receipts.

   (b) If no, state the amount of the HBA-DC Scholarship not used for allowable educational expenses and provide a detailed explanation as to why the funds were used in such a manner.

I, ______________________ hereby certify by signing below that the statements and information provided in this Scholarship Reporting Form and the supporting documentation are true.

Signature ______________________ Date________________

Print Name______________________________