

Liftoff

Elevating the Trajectory of Success

Program Description and Nomination Form

Liftoff is a youth development and scholarship program administered by the Academic Development Institute and made possible by and through the generosity of Robert J. Woods and Joan Jarrett Woods and the Foundation they created, known as The Woods Foundation.

The Liftoff program's goal is to boost the prospects of accepted students in Logan County, Illinois, so that they aspire to college matriculation, prepare for college success, and persist to complete college. Students selected for participation in the Liftoff program are Logan County residents attending Logan County Schools and have shown they possess the academic ability but may lack the financial means (and often family and community support and expectations) to attend college. After selection into the Liftoff program, the successful completion of their time in the mentoring phase of the Liftoff program, and meeting all other requirements of the Liftoff program, The Woods Foundation grants each student a college scholarship.

The Liftoff program staff will normally select four students completing 7th grade and once approved by The Woods Foundation offer them the opportunity to earn a four-year college scholarship if they and their parents or guardians accept the terms and conditions of the Liftoff program. A similar number of students will normally be selected in each subsequent year.

The Scholarship Award

Scholarships will be awarded for attendance at any accredited university, college, community college, or technical school leading to an Associate or Bachelor degree or its equivalent as determined by Liftoff program staff.

The participants will have an opportunity to earn a scholarship for the freshman year of college equal to the cost of tuition, room and board, books, and modest personal expenses to attend Illinois State University during the year of matriculation. This does not mean that the student must attend ISU. Rather, the cost structure of ISU will be used to determine the limit of the award. Exceptions to this limit may be granted on an individual basis.

No award for any year will be made in an amount exceeding \$2,000 more than the unmet cost after receipt of other available scholarships and grants in aid, not to include loans. With the guidance of Liftoff program staff, participants will be required to apply for available financial assistance from other sources, such as the State of Illinois and federal programs for financial need.

The participant will receive an award for the second year of college equal to that of the first year, adjusted for the next year's cost, upon completion of at least 24 credit hours of freshman course work with grades of C or better for the 24 hours. A student with 24 credit hours of C work and additional hours of less than C would still be eligible.

During the second year of college, the student would be expected to complete at least 27 credit hours of college course work with grades of C or better for the 27 hours. Again, the student would receive the same amount, adjusted for the next year's cost, to attend the third year of college.

By the end of the third year of college, the student would be expected to be in good academic standing with the college and have accumulated at least 91 hours of completed college work. The student would then receive a scholarship on the same basis as the previous years, adjusted for the next year's cost.

Students who do not graduate at the end of four years may petition the Liftoff program for continued support.

Selection Criteria

Students will be selected for participation in the Liftoff program and the opportunity to earn college scholarships based on their potential for college success, recommendations of their nominators, and the likelihood that the Liftoff program and scholarship will make a dramatic difference in their trajectory of success. Selection criteria include:

1. Must be a resident of Logan County, Illinois.
2. Must attend a junior high school that is located in Logan County, Illinois, or attend a high school located in Logan County, Illinois.
3. The requirements of 1 and 2 above must be met until the student first attends College.
4. Potential for success in college, as may be demonstrated by achievement tests, school performance, and/or the testimony of the school-affiliated nominator. High-achievement (school grades) at the time of selection is not a criterion for the seventh-grade cohort.
5. The likelihood that the Liftoff program and opportunity to earn scholarship will make a significant difference in the student's trajectory of success.
6. A family background that does not necessarily include a high expectation for the student to go to college.
7. Family resources that would make support for college attendance a financial impossibility or heavy burden.
8. Evidence of a potential for hard work and responsible behavior in preparation for college and during college.
9. Employees of ADI and their immediate families and other designated parties and their immediate families are not eligible to receive scholarships.
10. Actions by recipients that may violate the conditions of acceptance of the award or other information that would jeopardize the grant award will be taken into account in maintaining the availability of the scholarship award, and the Liftoff program reserves the right to terminate its scholarship and program obligations when a recipient violates the conditions or

acceptance of the award or behaves in a manner that Liftoff program staff determines to be contrary to its purposes or detrimental to the public image of the Liftoff program.

11. Notwithstanding anything herein contained to the contrary, a student may attend Junior High School in Atlanta, Illinois and then attend Olympia High School, outside of Logan County, as long as they continue to reside in Logan County, Illinois.

Conditions for Acceptance and to Remain in the Liftoff program

To earn their scholarships, students must:

1. Participate in the Liftoff program, successfully completing at least 80% of the Liftoff program's activities and assignments made by Liftoff program staff. At any time in which the level of successful completion falls below 80%, the student will be reviewed by Liftoff program staff and a recommendation will be made to the Woods Foundation to either drop the student from the program or allow the student a probationary period to bring the level of participation up to 80%.
2. Maintain a grade average in junior high school and high school that is the equivalent of a C+ (2.5 on a 4-point scale). In any year in which the student's grades fall below this level, the student will be reviewed by the Liftoff program staff and a recommendation will be made to the Woods Foundation to either drop the student from the program or allow the student a probationary period to bring the grade average up to a C+.
3. Enroll in courses recommended by school guidance counselors to prepare for acceptance to and success in the college of the student's choice.
4. Graduate from a Logan County, Illinois, high school by the summer after the projected graduation day for the student's class as of the student's entry into the Liftoff program.
5. Not be suspended or expelled from school.
6. Not be convicted for violation of a law.
7. Not exhibit behavior that the Liftoff program staff deems embarrassing to the Liftoff program and its sponsors.
8. Participate in at least one extra-curricular, church, or youth organization program each year as approved by the Liftoff program staff.
9. Reside in Logan County, Illinois.
10. Attend a junior high school that is located in Logan County, Illinois, or attend a high school located in Logan County, Illinois, until entering college.
11. Complete a progress report provided by Liftoff program staff twice each year.
12. Authorize Liftoff program staff to receive grade and class attendance information directly from the school the recipient is attending.
13. Maintain their residence in Logan County, Illinois. Attend a junior high school located in Logan County, Illinois, or attend a high school located in Logan County, Illinois.
14. Notwithstanding anything herein contained to the contrary, a student may attend Junior High School in Atlanta, Illinois and then attend Olympia High School, outside of Logan County, as long as they continue to reside in Logan County, Illinois

The Liftoff program will retain the right to consider petitions from staff or individual candidates or their sponsors for waiver of specific selection, acceptance, award, and continuation criteria and, when they deem it appropriate, to approve the waivers based on the circumstances presented in the petition.

Liftoff Readiness and Mentoring Program

Junior Cohort

Students will normally be selected for the Junior Cohort at the end of their seventh-grade year. The Junior Cohort will be mentored by the Senior Cohort.

Junior Cohort activities will include:

- Monthly meeting of the Junior Cohort with Liftoff program staff and Senior Cohort.
- Monthly individual session with each Junior Cohort member and Liftoff program staff.
- Quarterly meeting of parents of Junior Cohort and Liftoff program staff.
- Twice-annual family session with each Junior Cohort member, the student's parents, and Liftoff program staff.
- 15-hour summer Study Skills and Personal Development program each summer.
- Individual visits to two career sites each year, meeting with people in jobs of interest to the Cohort member.
- Group visit to one college each year.

Meeting agendas may include school guidance counselors, college representatives, and College Cohort members. In individual sessions, Liftoff program staff will review the student's course selections, academic progress, and plans for college and career selection. Students maintain journals and complete assignments as determined by the Liftoff program staff. Students contribute to twice-annual, individual progress reports prepared with Liftoff program staff and distributed to the student, the student's parents, nominators, and the Woods Foundation.

Senior Cohort

The Senior Cohort will serve as mentors for the Junior Cohort.

Senior Cohort activities will include:

- Monthly meeting of the Senior Cohort with the Junior Cohort and Liftoff program staff.
- Monthly individual session with each Senior Cohort member and Liftoff program staff.
- Quarterly meeting of parents of Senior Cohort and Liftoff program staff.
- Twice-annual family session with each Senior Cohort member, the student's parents, and Liftoff program staff.
- 15-hour summer Study Skills and Personal Development program each summer.
- Individual visits to two career sites each year, meeting with people in jobs of interest to the Cohort member.
- Individual visits to three colleges/technical schools during junior year and early in senior year.

Meeting agendas may include school guidance counselors, college representatives, and College Cohort members. In individual sessions, Liftoff program staff will review the student's course selections,

academic progress, and plans for college and career selection. Students maintain journals and complete assignments as determined by the Liftoff program staff. Students contribute to twice-annual, individual progress reports prepared with Liftoff program staff and distributed to the student, the student's parents, nominators, and the Woods Foundation.

College Cohort

Students will begin receiving the scholarship awards upon entering college as full-time students, enrolled for at least 12 hours of college credit work each semester and meeting other requirements described above. Each College Cohort member will attend at least one meeting of the Junior or Senior Cohorts each year, which may include a session of the summer program, and will attend the Annual Dinner unless school-related activities preclude attendance.

Annual Logan County Liftoff Dinner

Each year, a dinner with a speaker and opportunities for sharing experiences will be held for all participants in the Liftoff program, their families, Liftoff program staff and families, and invited guests.

Mentoring

Each Junior Cohort member will be matched with a Senior Cohort member who will serve as the Junior member's mentor. In addition to the monthly meeting that includes both Junior and Senior Cohort members, the Senior Cohort members will be coached by Liftoff program staff to, for example, provide friendly guidance for their mentees at the high school and send cards of encouragement. If a Junior Cohort includes more members than a Senior Cohort in any year (due to attrition in the program), a Senior Cohort member may serve as mentor for more than one Junior Cohort member.

Process for Selection

Step 1: Liftoff program staff will solicit confidential nominations for the awards from school personnel, church leaders, leaders of youth organizations such as Boy Scouts, Girl Scouts, 4-H and the YMCA, as well as agencies such as Catholic Social Services and Pastoral Counseling. The goal is to have the list of nominating agencies comprehensive and representative of every segment of the county population.

- Nominating agencies will agree not to inform the students of the nominations.
- Nominated students and agencies making nominations will not be notified of their acceptance for further consideration.
- Each nomination must be made by two nominators, at least one of whom must be a teacher, administrator, or other professional staff member at the school the student currently attends.

Step 2: Each nomination will need two nominators (at least one school personnel) submitting a combined nomination that will include general school academic information, character traits needed for success in college, family background, and the barriers that would hinder the student from going to college.

Step 3: A selection committee consisting of three people selected by ADI, not including staff for Liftoff, will screen the nominations and normally select four students from each cohort who best fit the selection criteria.

Step 4: The Liftoff program staff will prepare a descriptive report on these students, which will be presented to the Woods Foundation Board. The Woods Foundation Board will accept or reject each of these students based on their determination of the candidate's adequate fit with the selection criteria.

Step 5: At this point, the Liftoff program staff and the nominators will meet with each student and his/her parents or guardians to explain the conditions of the Liftoff program. Should the students and their parents accept the conditions of the Liftoff program; the students will be enrolled in the Liftoff program.

No grant will be made to any disqualified person, as defined by the Internal Revenue Code.

Nomination Form
for Enrollment in the Liftoff Readiness Program

Deadline for receipt of applications is March 8, 2019, at the end of the business day. Application must be received by fax or postal or delivery service at:

Liftoff
Academic Development Institute
305 North Kickapoo
Lincoln, IL 62656
Fax: 217-732-7906

Questions? Call Becky Kunken
217-735-4192
bkunken@adi.org

Date: _____

| |
|-------------------------------------|
| Nominating Agency 1: _____ |
| Address: _____ |
| City: _____ State: _____ Zip: _____ |
| Telephone: _____ Fax: _____ |
| Name of Nominator 1: _____ |
| Position of Nominator: _____ |
| Telephone of Nominator: _____ |
| Email Address of Nominator: _____ |

| |
|-------------------------------------|
| Nominating Agency 2: _____ |
| Address: _____ |
| City: _____ State: _____ Zip: _____ |
| Telephone: _____ Fax: _____ |
| Name of Nominator 2: _____ |
| Position of Nominator: _____ |
| Telephone of Nominator: _____ |
| Email Address of Nominator: _____ |

Name of Nominee:

Name(s) of Nominee parent(s): _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Telephone: _____

Age of Nominee: _____ **Birth date of Nominee:** _____

School Attended by Nominee in 2018-19: _____

School Nominee will Attend in 2019-20: _____

In nominating this student for enrollment in the Liftoff youth development program and eligibility for a college scholarship, we the Nominators, on behalf of the Nominating Agency(s), understand the criteria for selection and:

- Agree not to inform the nominee or anyone else of the nomination until Liftoff has notified the Nominator of the final selections, and
- Agree not to inform the nominee or anyone else of the selection until notification is made to the successful candidates by Liftoff and the Nominators at a time and in a manner determined by Liftoff.
- Agree not to notify unsuccessful candidates or anyone else of their nominations at any time.
- Certify that the information provided on this application is accurate to the best of the Nominator's knowledge.

Nominating Agency 1:

Name of Nominator 1: _____

Signature of Nominator 1: _____ **Date:** _____

Nominating Agency 2:

Name of Nominator 2: _____

Signature of Nominator 2: _____ **Date:** _____

Please provide evidence that this student meets the Liftoff selection criteria and make the case for this student's selection to participate in the youth development program with the opportunity to earn a scholarship. In particular, explain how the Liftoff opportunity will help the student overcome barriers that might otherwise limit his or her prospects for college success.

(Extra pages may be attached if necessary.)

1. (Academics) Does the student have the potential for success in college as demonstrated by achievement tests, school performance, and/or the testimony of the school-affiliated nominator? High-achievement (school grades) at the time of selection is not a criterion for the seventh-grade cohort.

What is the student's grade point average? (school nominator only)

If the student's current school performance is not a true indication of the student's potential, explaining why you think that is the case.

2. (Family) Please describe the student's family background: home life (single parent family, traditional nuclear family, etc), parent's educational attainment, brothers/sisters, work ethic of parent(s), parental involvement in nominee's life, financial support, parental expectations of nominee. When answering, please consider the following criteria:

- a. A family background that does not necessarily include a high expectation for the student to go to college.
- b. Family resources that would make support for college attendance a financial impossibility or heavy burden.

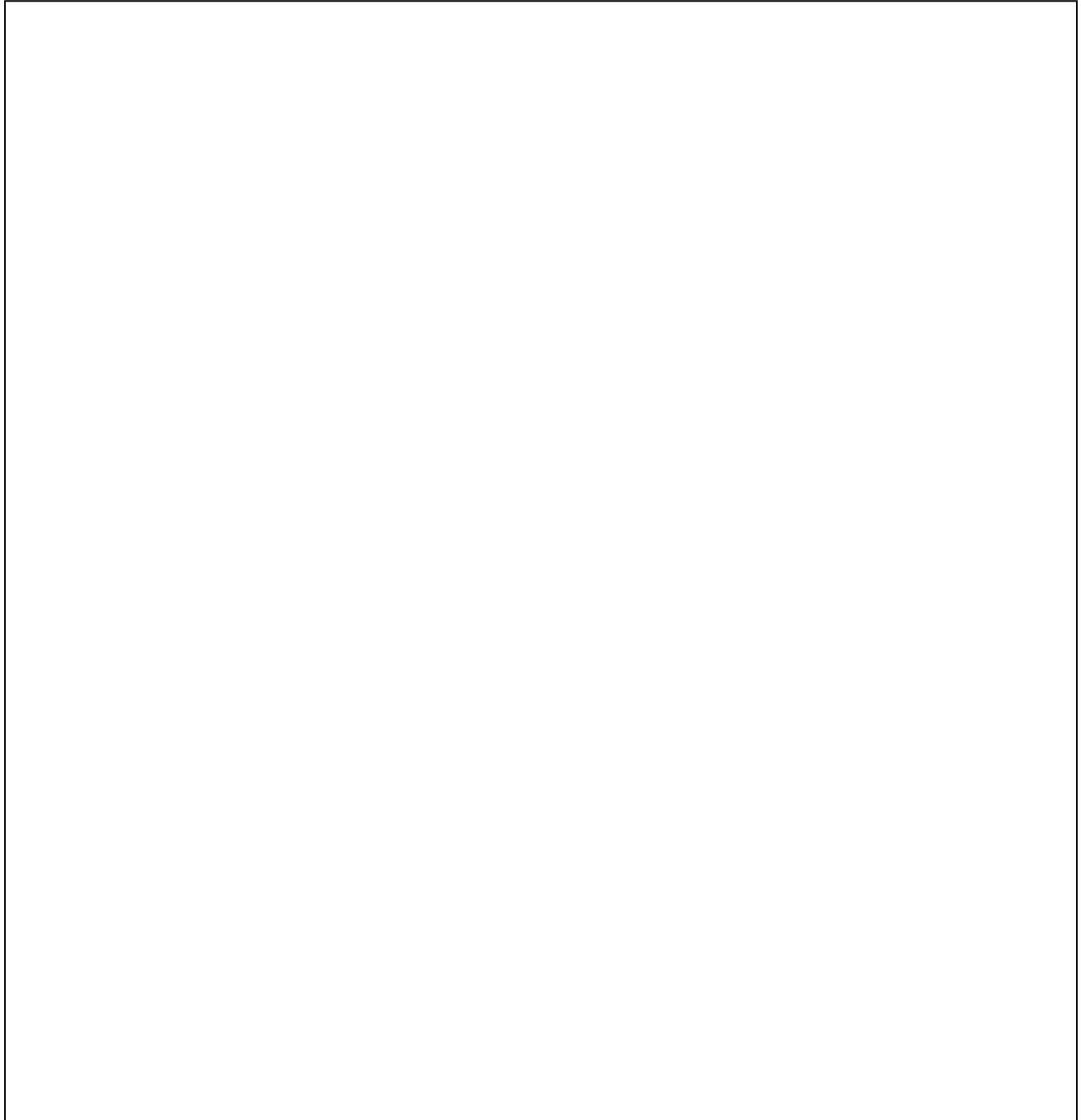
3. (Character traits) When answering the following questions, please consider the following criterion:

Evidence of a potential for hard work and responsible behavior in preparation for college and during college.

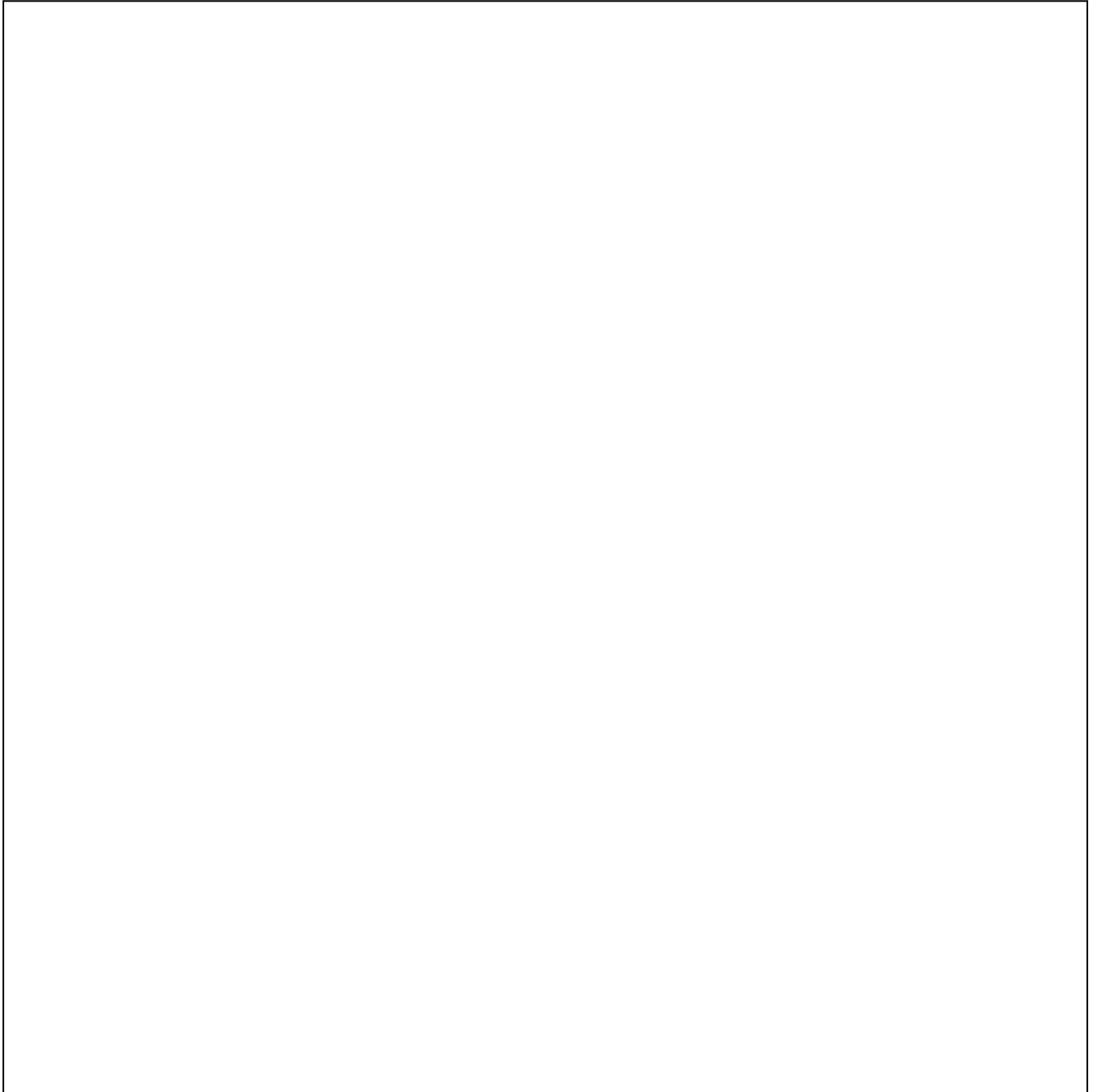
- a. Describe the nominee's current work habits and sense of responsibility, providing examples (both in and out of the classroom).

- b. If the nominee's current work habits and sense of responsibility are not a true indication of the nominee's potential, explain why you think that is the case.

4. (Nominee's story) Describe in your own words how the nominee would benefit from the Liftoff Program. How do you think the student's life would be enhanced by the Liftoff Youth Development Program and opportunity to earn a scholarship?



5. This is your last chance to make the best case for why this student should be considered for enrollment in the Lifftoff Youth Development Program. What are the barriers this student faces that the Lifftoff Youth Development Program will help this student overcome.

A large, empty rectangular box with a thin black border, intended for the user to write their response to the question above.

This program is being made possible by and through the generosity of Robert J. Woods and Joan Jarrett Woods and the Foundation they created, known as The Woods Foundation.

Thank you!