



March 13, 2023

Dear Applicant:

Thank you for your interest in the Conference of Minority Transportation Officials (COMTO) Fort Lauderdale 2023 Scholarship Program. Enclosed you will find the Scholarship Application Package that you requested.

The scholarship awarded may be used for study-related expenses such as tuition and fees, room and board, books and supplies, and transportation.

The scholarships being offered are a one-time award for students enrolled in school in 2023-2024 for:

- **High School Scholarship(s)** in the amount of \$1000 given to selected South Florida minority high school seniors who have been accepted to an accredited college pursuing a transportation-related career.
- **Technical/Vocational School Scholarship(s)** in the amount of \$750 given to selected minority students accepted to attend an accredited vocational, technical, or trade school pursuing a transportation-related career.
- **Transportation Industry College Scholarship(s)** in the amount of \$1,500 given to selected minority students currently attending an accredited college or university in the State of Florida pursuing a transportation-related career.
- **Jack L. Stephens Graduate Scholarship(s)** in the amount of \$2,500 given to selected minority students with a career in transportation, attending an accredited college or university in the State of Florida, in pursuit of a Master's or Doctorate degree.

Not all scholarship types will necessarily be awarded every year. Awards will be presented to applicants who receive the highest score during the evaluation process. The total amount of dollars and quantity of scholarships awarded will be determined by the COMTO Fort Lauderdale Board. The COMTO Fort Lauderdale Board will make the determination of awards based on the quantity and quality of applications received prior to the deadline.

Applicants should ensure that they meet all qualifications before completing and submitting an application package. A complete list of requirements can be found in the Eligibility Requirements section of the application package. The deadline for submitting a complete application package is Friday, **May 26, 2023, at 5:00 PM (EST)**.

Once again, thank you for your interest in **COMTO Fort Lauderdale Scholarship Program!**

Sincerely,

COMTO Fort Lauderdale Scholarship Committee



## COMTO FORT LAUDERDALE 2023 SCHOLARSHIP PROGRAM

### Program Information

COMTO Fort Lauderdale will award scholarships for the 2023-2024 academic year to students who express an interest in pursuing studies in a transportation-related field. The scholarship award may be used for study-related expenses such as tuition and fees, room and board, books and supplies, and transportation at an accredited college/vocational-technical institution. All scholarships are being offered for one (1) school year.

#### High School Scholarship(s)

The High School Scholarship in the amount of \$1,000 is given to South Florida minority high school seniors who have been accepted to an accredited college/vocational-technical institution. Applicant must have a minimum grade point average of 2.50 on a 4.0 unweighted scale and demonstrate an interest in pursuing a transportation-related career.

#### Technical/Vocational School Scholarship(s)

The Technical/Vocational School Scholarship in the amount of \$750 is given to selected minority students accepted to attend an accredited vocational, technical, or trade secondary education school, pursuing a transportation-related career.

#### Transportation Industry College Scholarship(s)

The Transportation Industry College Scholarship in the amount of \$1,500 is given to a minority student attending an accredited college or university in the State of Florida. Applicants must have a minimum grade point average of 2.50 on a 4.0 unweighted scale and pursuing a major in a transportation-related career.

#### Jack L. Stephens Graduate Scholarship(s)

The Jack L. Stephens Graduate Scholarship in the amount of \$2,500 is given to a minority student attending an accredited college or university in the State of Florida, in pursuit of a Master's or Doctorate degree. Applicants must have a minimum grade point average of 2.50 on a 4.0 unweighted scale and a major in a transportation-related career.

### Eligibility Requirements

**Residency:** All U.S. citizens or permanent residents who reside in Broward, Miami-Dade, or Palm Beach County. Those that do not reside in these counties but are residents of Florida may be considered if no other eligible candidates qualify.

**School Status:** High School Scholarship – A minority high school senior student in a Broward, Miami-Dade, or Palm Beach County school, in good standing.

College Scholarship – A minority student enrolled at a secondary education institution in the State of Florida, with a minimum of 12 accumulated credit hours.



## Scholarship Application Process

Students interested in applying must submit a complete Scholarship Application and any other required forms to:

COMTO Fort Lauderdale Scholarship Committee  
C/O Broward County Transit – Angelica Jones  
3201 W Copans Rd  
Pompano Beach, FL 33069

To facilitate the process, a checklist is included with the package. Students are responsible for submitting all required supporting material listed on the checklist. Incomplete application packages, or application and supporting material received after the deadline may not be considered. COMTO Fort Lauderdale will not contact students to advise of incomplete packages nor arrange for the submission of missing material.

## Scholarship Award Process

Selection of recipients for COMTO Fort Lauderdale Scholarships will be made by the COMTO Fort Lauderdale Scholarship Committee. Scoring will be based on Grade Point Average, Personal Essay, Career Goal Activities, Letters of Recommendation, School Citizenship, and COMTO affiliation. Individual Interviews may be requested if deemed necessary. Recipients will be notified via email and phone.

Recipients of awards will be asked to submit a photo to be included in any announcement of award winners made by COMTO National or COMTO Fort Lauderdale. In addition, scholarship winners will be asked to participate in a Scholarship Awards Luncheon to be scheduled at a future date, or submit a video accepting their scholarship award.



## COMTO FORT LAUDERDALE 2023 SCHOLARSHIP PROGRAM APPLICATION PACKAGE CHECKLIST

- Complete Scholarship Application**
  - Completed, dated, and signed
  
- Proof of Citizen or Legal Status**
  - A copy of one of the following will be accepted: Valid U.S. Passport, U.S. Certificate of Birth, Valid Permanent Resident Card, U.S. Certificate of Naturalization, or Certificate of U.S. Citizenship.
  
- Personal Essay (500 - 750 words)**
  - Essay must include all of the following:
    - Introduction
      - Applicant’s affiliation to COMTO Fort Lauderdale
      - Applicant’s (or family member’s) involvement with COMTO Fort Lauderdale
      - Applicant’s area of interest in transportation
    - Essay Question
      - “Describe your most meaningful achievements, your future goals, and how they relate to transportation.”
  
- Two (2) Letters of Recommendation (Use “Letter of Recommendation Form”)**
  - One (1) from a member of the academic community (i.e., Guidance Counselor, Advisor, Instructor)
  - One (1) from a member of the community (i.e., Church, Social Group, Volunteer Group, Sports Coach)
  
- Letter of Acceptance from College/Vocational-Technical Institution**
  - High School students only
  
- School Transcript with Grades**
  - A copy must accompany the application package
  - If selected as an award recipient, an original must be received in a sealed envelope directly from the school within 30 days of being notified
  
- Mail Complete Package to:**

COMTO Fort Lauderdale Scholarship Committee  
C/O Broward County Transit – Angelica Jones  
3201 W Copans Rd  
Pompano Beach, FL 33069



## COMTO FORT LAUDERDALE 2023 SCHOLARSHIP PROGRAM SCHOLARSHIP APPLICATION

<b>SCHOLARSHIP TYPE (check one)</b> <input type="checkbox"/> General High School Scholarship <input type="checkbox"/> Technical/Vocational College Scholarship <input type="checkbox"/> Transportation Industry College Scholarship <input type="checkbox"/> Jack L. Stephens Graduate Scholarship	<b>MEMBER STATUS</b> Current COMTO membership status: <input type="checkbox"/> Existing Member # _____ <input type="checkbox"/> Relative of Member (Name: _____) <input type="checkbox"/> None (COMTO Membership will contact you)
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PERSONAL INFORMATION			
<b>Full Name:</b>			
<b>Street Address:</b>			
<b>City:</b>		<b>State:</b>	<b>Zip Code:</b>
<b>D.O.B. (mm/dd/yyyy):</b>	<b>Phone:</b>		<b>Fax:</b>
<b>Email:</b>			

ACADEMIC INFORMATION			
(Name and Address of High School/College/Vocational – Technical Institution)			
<b>School Name:</b>			
<b>Address:</b>			
<b>City:</b>		<b>State:</b>	<b>ZIP Code:</b>
<b>Grade/Year:</b>	<b>Major/Minor:</b>		<b>Grade Point Average (out of 4.0):</b>

<b>By signing below, I certify the information in this application is accurate and complete to the best of my knowledge, I understand that the decision of COMTO Fort Lauderdale Scholarship Committee is final, and I agree to attend the COMTO Fort Lauderdale Scholarship Luncheon if chosen as a recipient of a scholarship award.</b>	
<b>X</b>	

Signature

Date (mm/dd/yyyy)



All applications must be complete for consideration. All required documents, as indicated on the checklist, must be included as part of the package in order to be considered. Application packages must be received by May 26, 2023.

## COMTO FORT LAUDERDALE 2023 SCHOLARSHIP PROGRAM LETTER OF RECOMMENDATION FORM

### Instructions for Applicant

The following form is made available to assist in obtaining a recommendation letter. If a letter is written on your behalf, this form does not need to be completed. However, if a letter is not submitted with your application, please complete this section of the form and forward to the recommender for completion, allowing time for the recommender to forward to the COMTO Fort Lauderdale Scholarship Committee. Please include a stamped envelope for the convenience of the recommender.

#### RECOMMENDATION ON BEHALF OF

Applicant Name: \_\_\_\_\_  
First Name M.I. Last Name

By signing below, I consent to the following recommendation.

\_\_\_\_\_  
Print Full Name Title

\_\_\_\_\_  
Signature Date

**In order to prevent the applicant from being disqualified, we must receive this form no later than May 26, 2023.**

### Instructions for Recommender

The above-named applicant is applying for an academic scholarship with the Conference of Minority Transportation Officials (COMTO) Fort Lauderdale Chapter. Please complete this form and return it in a sealed envelope to:

COMTO Fort Lauderdale Scholarship Committee  
C/O Broward County Transit – Angelica Jones  
3201 W Copans Rd  
Pompano Beach, FL 33069



Applicant Knowledge

Approximately how long have you known the applicant? \_\_\_\_\_ Years \_\_\_\_\_ Months

How well do you feel you know the applicant?  Casually  Well  Very Well

In what capacity have you known the applicant?  Teacher  Guidance Counselor/Advisor  
 Coach  Employer  Other \_\_\_\_\_

Please list up to four (4) activities the applicant participates in, outside of the classroom, that you are aware of (i.e., clubs, volunteer work, or church activities).

1.	3.
2.	4.

Please use the space below to share your thoughts about the applicant.

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Please express your opinion on the attributes listed below as they relate to the applicant.

	Excellent	Above Average	Average	Below Average
<b>Attitude:</b>				
<b>Teamwork:</b>				
<b>Enthusiasm:</b>				
<b>Reliability:</b>				
<b>Commitment:</b>				

Print Full Name \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Email \_\_\_\_\_ Phone Number \_\_\_\_\_