

**CLACKAMAS EMERGENCY SERVICES FOUNDATION'S  
ART JOHNSTON MEMORIAL SCHOLARSHIP**

**Rules and Procedures**

***Eligibility***

Applicants for scholarships must be a high school senior, high school graduate and/or continuing college student. Eligibility to apply for the program requires the applicant to be one of the following:

1) a resident of Clackamas County whose college studies are directed towards a career in fire science, law enforcement or emergency medical response, 2) an employee or volunteer of an organization who is a member of the Clackamas Emergency Services Foundation for a minimum of three (3) years who wants to further their education in fire science, law enforcement or emergency medical response, or 3) a child of that employee or volunteer, or the child of a deceased or retired employee or volunteer whose college studies will lead toward a career in fire science, law enforcement or emergency medical response.

The Clackamas Emergency Services Foundation (the Foundation) sponsors college scholarships to students who have chosen to pursue a course of study related to emergency services professions. Formed in 1998, the Foundation provides a method for individual community members to help the Foundation proceed with its mission, *“To Help Create A Safer Community.”*

The Foundation’s Board of Trustees believes that by investing in the education of local youth, they can be provided with the opportunity to give back to their communities in fire science, law enforcement or emergency medical response.

***Eligible Institutions***

Eligible institutions include any two-year or four-year, public or private, non-profit or for-profit, post-secondary institution. Two-year college curricula must be in units transferable to a four-year institution.

***Terms of Eligibility***

Awards will be made annually.

***Application Procedure***

Interested persons may apply by completing the Clackamas Emergency Services Foundation’s Art Johnston Memorial Scholarship application. Forms can be obtained by stopping by Clackamas Fire District #1 Administration Office located at 11300 SE Fuller Road, Milwaukie, OR 97222, during business hours Monday through Friday, or by asking a school counselor. Any questions regarding the application can be sent to [cesfassistant@gmail.com](mailto:cesfassistant@gmail.com)

**Completed forms are due by June 30, 2024. Completed applications can be emailed to [cesfassistant@gmail.com](mailto:cesfassistant@gmail.com) or mailed/dropped off at the Clackamas Fire District #1 Administration Office at 11300 SE Fuller Road, Milwaukie, OR 97222.**

**Current scholarship recipients need to reapply for the program each year.**

### ***Selection***

The Selection Committee, as appointed by the Foundation President, will select the scholarship recipients. For selection purposes, applicants shall be ranked by the Committee according to a combination of academic promise (as determined by high school/college grade-point average and aptitude test scores), analysis of the information presented with the Clackamas Emergency Services Foundation Grant Application, and course of study related to the mission of the Foundation.

### ***Amount of Award***

The scholarship fund of up to \$6,000 will be distributed at the discretion of the Scholarship Committee to one or multiple applicants.

### ***Award Notification***

The Board of Trustees will send to the recipients, notices specifying the terms of the award. Recipients shall sign and return one copy of the award notice, acknowledging the terms and certifying that the funds will be used only for educational expenses.

### ***Disbursements***

Upon determination of the Scholarship Committee, checks may be mailed to the Financial Aid Office of the college or university of attendance or presented to the recipients upon verification of registration as a full-time student(s), as determined by the institution. The scholarship will be awarded in three equal installments (trimester schedule) or two equal installments (semester schedule) through the course of the school year, predicated upon verification of full-time enrollment, a GPA of 2.5 or better and a copy of the grades for the previous term.

### ***Refunds***

Refunds resulting from a student's failure to complete a study period shall be returned to the Fund. Monies available from refunded disbursements shall be used only for future awards and administrative expenses. Award recipients agree that termination of consecutive term schooling, and/or maintenance of grades below an accumulative GPA of 2.5, will cause the conversion of previously awarded funds to a loan payable to the Clackamas Emergency Services Foundation. The loan will be due and payable immediately upon request by the Clackamas Emergency Services Foundation.

### ***Credit Hour Requirements***

Awardees shall maintain a full-time student schedule of at least 12 credit hours and an accumulative GPA of 2.5 or better in order to receive disbursements throughout the year or to be considered for renewal or reinstatement.

### ***Administration***

The Board of Trustees shall be responsible for notifying the selected recipients and disbursing scholarship funds to recipients according to the rules set forth above. The Board of Trustees will maintain a complete and accurate record of the scholarships awarded.