



The Rotary Vocational Fund of Arizona (TRVFA), Inc.

Instructions for Rotary Clubs

(All documents referenced are available at www.trvfa.org)

If you are contacted by a student seeking a TRVFA grant, you should first determine if your club is interested in sponsoring the student. If so, you should set up an interview for the student with several club members. In the interview, please be sure to cover the following questions:

1. Has the student applied for financial aid using the Free Application for Federal Student Aid (FAFSA) and have the results of that application. They cannot do the TRVFA Application until they do.
2. Does the student's field of study meet the guidelines described in the TRVFA Strategic Plan? If not, a grant will not be awarded.
3. How much funding is the student requesting and for what purposes? Do these purposes match TRVFA's Qualifying Training and Expenses?
4. What are the student's sources of income? How will the student pay for his/her training beyond the funding provided by TRVFA?
5. Where will the education or training be provided?
6. How long will the education or training take to complete?

Other interview questions may be determined by the club members. Questions should assist a club in determining a student's likelihood of success in his/her training and future employment. A list of suggested questions is below:

1. What are the student's career goals or aspirations after completing his/her training? How will these be achieved?
2. What does the student know about Rotary International?
3. Will the student be available to attend club meetings from time to time to update the club members on his/her progress?
4. What kinds of extracurricular or community service activities is the student involved in?
5. How did the student find out about Rotary or The Rotary Vocational Fund of Arizona?

After completing the interview, the club should make a recommendation regarding whether to sponsor the student. If the recommendation is in favor of a scholarship, please direct the student to www.trvfa.org to complete the online application. The student will need a single point of contact with your Rotary club in order to finish the application.



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Please use the Contact Us feature on the TRVFA website if you club has questions at any point in the process. Thank you for your support of TRVFA.