

## Vogrin-Bell Scholarship

**Purpose:** Establish a source of funding to support and further the educational qualifications for a member of an underrepresented group who is committed to a career in librarianship at either the master's or undergraduate level.

### **Scholarship Amount:**

- One or more scholarships of at least \$500 each will be awarded to qualified candidates.
- The amount of the award, and the number of candidates to whom it is given, will depend on the current balance of the scholarship fund.
- Annual assessment of the scholarship fund balance, as well as availability of qualified candidates, will determine the number and value of the awards.

### Qualifications for the Vogrin-Bell Scholarship candidate:

- The candidate is a member of an underrepresented group or;
- The candidate has English as their second language or is fluent in a language other than English. This language fluency is in a language that represents a demographic population of Ocean County that is underserved.
- The candidate can provide proof of matriculation in an accredited Master's Degree program for librarianship, or in an undergraduate program with the intent to pursue a career in librarianship.

The candidate is eligible to apply and receive the scholarship for each semester of study, as long as they maintain a B average and perform satisfactorily for the library.

### **Obligations of the Vogrin-Bell Scholarship winner:**

- The candidate will work at least 14 hours per week for the Ocean County Library, as a Student Assistant/Library Trainee, in a capacity to be decided based on the needs of the library.
- Continued employment with the library is contingent upon favorable performance reviews.
- The employee guarantees one (1) year of full-time employment following completion of the degree if the Library offers the candidate a position.

### **Award Process:**

- A Committee appointed by the Library Director will meet as needed to review applications, interview candidates, and award the scholarship(s). The Library Director is also a part of this committee. The committee will convene in the Spring to review the candidates for scholarships awarded in the Fall, and in the Fall to select the candidates for scholarships awarded in the Spring.
- If there are no qualified candidates in a given year, a scholarship will not be awarded.
- Ocean County Library will use its print and electronic communication tools to advertise and recruit successful candidates. The Human Resources Department will receive and process all applications.
- The Ocean County Library will develop a brochure/pamphlet as part of its recruiting program to help in successfully soliciting qualified applicants.

### **Payment Process:**

- Candidate will be required to complete a W-9 Form and Library voucher in order to process the scholarship award.
- Payment will be made through one of the Library Commission's monthly Bill Committees.

### **Funding Source:**

This scholarship was established by an initial donation from Elizabeth Richman-Scott, former Chief Librarian for the Ocean County Library, who also matched donations received on or before January 31, 2003, in honor of her retirement.

The Vogrin-Bell Scholarship funds are deposited in the Ocean County Library's interest-bearing Future Fund Account.

**APPLICATION FORM MAILING INSTRUCTIONS (Form is located on following pages)**

Send five copies (one original and four copies) of the application and required documentation. Each copy should be stapled with attachments in the following order:

- Completed application
- Two Reference Letters
- Essay

Mail them in an envelope that is postmarked no later than February 15 or September 15 to:

Human Resources Department  
Ocean County Library  
101 Washington Street  
Toms River, NJ 08753  
Attn: Vogrin-Bell Scholarship

Award Recipients and all other applicants will be notified by April 30 and November 30 as to our decision. Awards will be mailed out by June 30 and January 31.

Confirmation of your matriculation must be received by the Ocean County Library from the college/ university you will be attending before the scholarship money will be released.

Approved by Ocean County Library Commission: January 14, 2003

Revised and Approved: OCEAN COUNTY LIBRARY COMMISSION – September 19, 2006