

Criteria for KY TRIO Susan Adams Leadership Award

[Award: \$500]

APPLICANTS MUST BE

- ✓ **Participant in an Eligible Program:** **Talent Search, UB, UBMS, VUB, EOC, SSS or McNair**
- ✓ **Admitted or currently enrolled** at a postsecondary institution and plan to be enrolled the following semester (i.e. must be admitted and planning to attend college during the fall semester of the 2025-2026 academic year).

APPLICANTS MUST SUBMIT

1. **PERSONAL ESSAY (worth 30 points):** In 500 words or less, describe your leadership style and provide an example of a time when your leadership style helped you achieve a goal, settle a conflict, or make an impact. This article explains [10 common leadership styles](#); you can use it as a resource to help identify and explain your personal style of leadership. As you develop your essay, consider the following questions: How has your leadership experience influenced your leadership style? What role does your personality play?
2. **LEADERSHIP PROFILE (worth 60 points):** Choose five (5) of your most important leadership roles (current or past). We encourage you to consider your involvement in high school or college clubs and organizations, sports teams, churches, community-based agencies, volunteer or service-based organizations, and work. Provide the following information about each one:
 - **Leadership position** (ex: President, Captain, Team Leader, etc.).
 - **Name and location of club, organization, team, community agency, etc.** (ex. Sigma Alpha sorority at Western Kentucky University, LaRue County HS Future Business Leaders of America, Westside Baptist Church in Morehead KY, etc.)
 - **Length of involvement in club, organization, team, community agency, etc.** (ex. 4 years, 3 summers, etc.) **and the time commitment required for this position on a monthly basis** (ex. 15 hours per month, mainly on weekends, etc.)
 - **Description of leadership responsibilities and required skills in this position** (ex. As Membership Chair, I am responsible for recruiting new members to our organization, collecting dues, maintaining the membership rosters, and developing recruitment strategies, with the assistance of the Membership Committee, which I lead. This role requires me to be organized, proactive, and creative.)
3. **RECOMMENDATION FORM (worth 10 points):** Please have a supervisor, advisor, coach, or similar person sign and complete the Recommendation Form to verify your involvement in one of the roles you discussed in your Leadership Profile.

Applicants should submit the required materials to their **Nominator** (a TRIO employee who is a paid member of KY TRIO), who will submit the application on the applicant's behalf.

Nominators must submit to KY TRIO no later than 4:00 PM CST/ 5:00 PM EST on Friday, March 28th, 2025.

Therefore, Nominators should **set earlier deadlines** for application requirements to ensure Nominator can meet the April 15th deadline. Applications that are incomplete or missing required information WILL NOT be considered and will be disqualified.

Recommendation Form for KY TRIO Susan Adams Leadership Scholarship

Applicant Name _____ **School**_____

1. The applicant has been involved in a club, organization, etc. that I am involved with. _____ Yes _____ No
2. The applicant has taken on leadership roles in this club, organization, etc. _____ Yes _____ No
3. Other people look to this applicant as an example of leadership. _____ Yes _____ No
4. I recommend this applicant for the KY TRIO Susan Adams Leadership Scholarship. _____ Yes _____ No

5. Please list any additional information that you feel will be helpful in the decision-making process for this applicant's consideration as a recipient of the KY TRIO Susan Adams Leadership Scholarship:

Name:_____

School/Agency:_____

Title:_____

Date:_____

2025 – 2026 KY TRIO SUSAN ADAMS LEADERSHIP SCHOLARSHIP
SCORING RUBRIC

ESSAY		
In 500 words or less, describe your leadership style and provide an example of a time when your leadership style helped you achieve a goal, settle a conflict, or make an impact.		
Score Categories:	Possible Points:	Score:
Basic writing mechanics (spelling, grammar, and punctuation).	5 points (each student starts with 5 and loses one point per error)	
Quality of writing (organized thoughts and flow, all parts of topic were addressed, concise/focused, and clearly written).	15 points 0 – 7.5 points – organization 0 – 7.5 points – concise, clear message	
Impact of writing (engaging/grabbed attention, focused on spirit of scholarship: to demonstrate leadership ability)	10 points 0 – 5 points – engaging message 0 – 5 points – spirit of scholarship	
	30 total points possible	
LEADERSHIP PROFILE		
Applicants should submit a description of 5 leadership roles they have held, including the following:		
<ul style="list-style-type: none"> • Leadership position • Name and location of club, organization, team, community agency, etc. • Length of involvement in club, organization, team, community agency, etc. and the time commitment required for this position on a monthly basis • Description of leadership responsibilities and required skills in this position 		
Score Categories:	Possible Points:	Score:
Leadership positions	15 points 3 points per position for lead or top positions 2 points per position for all other positions	
Length of involvement	10 points 2 points per position for more than 1 year 1 point per position for 1 year or less	
Time commitment	10 points 2 points per position for 10 hours or more 1 point per position for fewer than 10 hrs	
Responsibilities and skills	25 points 1 point for each responsibility or skill (5 points max for each position)	
	60 total points possible	
RECOMMENDATION		
Please have an organization sponsor or coach sign and complete the Recommendation Form.		
Score Categories:	Possible Points:	Score:
Recommendation form *Information can be used to break ties.	10 points 2 points for each completed question	
	10 total points possible	
FINAL SCORE	100 points possible	