



MBE BUSINESS EXECUTIVE SCHOLARSHIPS

Sponsored by the Houston Minority Supplier Development Council

Description: The Houston Minority Supplier Development Council will award scholarships to HMSDC minority business enterprises (MBEs) to attend their choice of educational programs approved by the Council's Scholarship Committee. Past recipients have used HMSDC scholarships to attend the Minority Business Executive Program at Dartmouth College Amos Tuck School of Business, the Minority Business Management Seminar at the University of Wisconsin, the Rice University Management Seminar, trade specific training programs, and the Dale Carnegie Institute. In addition, Scholarship funds may be utilized to fund a series of training courses selected by the Education and Scholarship Committees. Attendance is limited and participants will be chosen in accordance with the Selection Criteria.

Purpose of Scholarships: To strengthen the management skills of a MBE member whose success could be enhanced by attending educational seminars, to expand public awareness of minority-owned businesses, and to reward involvement of members in the Houston Minority Supplier Development Council.

Who May Apply? To qualify, the applicant must be an active and participating owner or principal of a MBE firm certified by the HMSDC.

Application Process: Applications are available on the HMSDC website at www.hmsdc.org and by calling (713) 271-7805. All applications must be received at the HMSDC offices by May 31st. Applications may be sent via email, mail or delivered to the Council office. Applications should be complete when submitted. Incomplete applications and documentation may not be funded.

Selection Criteria: Applications will be judged with equal emphasis on:

- (1) at least one year's participation in HMSDC activities,
- (2) potential for improvement,
- (3) commitment of the candidate to attend,
- (4) educational preparation of candidate, and
- (5) commitment of the candidate to the scholarship fundraiser (donate, play, sponsor).

Preference is given to applicants who have not received past scholarships from HMSDC and who are active MBEs of HMSDC committees. Applicant must further agree to schedule adequate time to prepare for the chosen course(s) and attend them within the calendar year the scholarship is awarded.

Selection Process: Winners will be selected by the HMSDC Scholarship Committee. Top candidates will be selected on the basis of written applications and may be invited to an interview with the selection committee for final selection.

Confidentiality: All information submitted by the applicant will be held in strict confidence by the selection committee and used only with the prior consent of the applicant. The names of scholarship recipients and course selection will be announced at the luncheon, listed in the HMSDC newsletter and possibly included in press releases.

HMSDC Scholarship Selection Criteria & Guidelines

- 1) Nominee must be the owner or principal of a certified minority-owned business. If the nominee is a member of the MBE's management team, the owner and nominee must sign the scholarship application, and the nominee's name and title must be listed on the application.
- 2) Nominee's company must be a dues paying, current certified MBE of the Houston Minority Supplier Development Council.
- 3) Nominee must complete the scholarship application and fulfill all requirements.
- 4) Nominee's firm must be active in Council activities by the following:
 - (a) attending seminars, networking luncheons, or EXPO in the past year, **AND**
 - (b) active service on an HMSDC committee in the past year, **AND**
 - (c) have played in the scholarship fundraiser or donated or sponsored (\$100 minimum) in the past year.
- 5) Nominee's firm must have been established for at least two years.
- 6) Nominee's firm must submit information pertaining to his/her company's growth in employment and/or sales volume.
- 7) Committee will judge nominee's application with equal emphasis on the commitment of the candidate to attend the course and potential for business improvement that most closely matches the business need.
- 8) Candidates must be willing to be interviewed by the selection committee.
- 9) Upon completion of the educational course, the winner must report back to the Scholarship Steering Committee on the program content and describe what he/she gained through participation in this program. Completion of this requirement will impact receipt of future scholarships for your firm.
- 10) Nominee must attend the educational course (or choice of courses) as approved in advance by the Scholarship Steering Committee. The scholarship is not transferable and may not be sold to or used by anyone other than the applicant. If the winner cannot attend the course(s), the Scholarship Selection Committee must be notified.
- 11) Nominee's firm shall be able to demonstrate efforts to support the development of other MBEs.

SCHOLARSHIP APPLICATION

Applicant Information

(attach additional sheets as needed)

Name: _____ Title: _____

Company: _____ Telephone: _____

Address: _____

City: _____ State: _____ Zip: _____

Education (Institution/Degree/Date) _____

Attendance at professional seminars/conferences _____

Memberships in professional organizations with offices held _____

Participation in HMSDC _____

Company Information

Year Business Established _____ Number of Employees _____

Volume of Company Sales for the past three years

YEAR	COMPANY SALES
_____	_____
_____	_____
_____	_____

Geographic Market Capability (check all that apply)

_____ Local _____ Regional _____ National _____ International

Principal Products or Services _____

How did you support the 2016 scholarship fundraiser? _____

Business References (list company, contact persons, sales volume & telephone Number) _____

What educational program(s) will you attend if you are the recipient of this scholarship? What are the dates the programs run? You are required to submit a copy of the program brochure with this application. _____

Scholarships will be awarded in varying amounts. What is the base cost of your program? What additional cost, if any, will you incur (for example airfare, expenses, etc.)? What dollar amount of scholarship are you requesting, and how will it be used? _____

How will you and your company benefit from your attendance? _____

In what areas of business have you had the most experience? (accounting, finance, marketing, personnel, production, etc.) _____

In what areas do you feel you need the most assistance? _____

What are you doing to support the development of other MBEs? _____

I hereby affirm that the above information is correct, and agree to allocate sufficient time to prepare for and attend the executive business program(s) noted above should I be selected, and agree to report on my attendance to the Houston Minority Supplier Development Council.

Applicant's Signature: _____ Date: _____
Owner's Signature: _____ Date: _____