



How to Establish an Annual Scholarship

with the Pensacola State College Foundation, Inc.

Updated: 1/6/2026

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ESTABLISHING AN ENDOWED SCHOLARSHIP WITH THE PENSACOLA STATE COLLEGE FOUNDATION, INC.

The Pensacola State College Foundation, Inc. is a non-profit, tax exempt, 501(c)3 direct support organization of Pensacola State College; its sole purpose is to provide additional resources to the College to help students achieve the highest quality of education.

Scholarship donations acknowledge the work of our students and help them attain goals of higher education and financial stability. Scholarships make a direct impact on the lives of Pensacola State College (PSC) students and their families. Establishment of an endowed scholarship not only guarantees perpetual funding for students, but also ensures long-term growth and stability for the College.

Supporting Scholarships:

Scholarship contributions fall into three general categories:

1. Donations to Existing Scholarships

Scholarship gifts can be designated to any of the Foundation's 300+ private scholarships. There is no minimum donation to support our existing scholarships! If you are unsure which scholarship to select, the First Generation Scholarship may be matched by the state, amplifying your positive impact and the Universal Scholarship supports students from diverse demographic backgrounds who are seeking education in a variety of fields.

2. Annual Scholarships

A minimum donation of \$5,000 is required to establish and name an annual scholarship. An annual scholarship provides awards to students without long-term investment of money needed to establish the fund. It is the hope and expectation that the donor replenishes the scholarship balance once all funds are utilized. If the funds are depleted and no additional contributions are received, then the scholarship becomes obsolete. Annual scholarships can be made in memory or in honor of someone. The donor may choose awarding criteria to outline how funds will be used.

3. Endowed Scholarships

Endowed scholarships can be established with \$25,000 or more. While annual scholarships must be replenished through new gifts, endowments receive interest annually and the corpus of the gift is never touched (thereby ensuring it is available into perpetuity). Scholarship awards for students are funded solely from investment income. Endowments truly create a lasting legacy for the donor and their family, and can be made in honor or in memory of a specific person. The donor may choose awarding criteria to outline how funds will be used.

| | Minimum Contribution | Choose Scholarship Name | Outline Scholarship Criteria | Permanent | Receive Regular Reports on Scholarship |
|------------------------------------|----------------------|-------------------------|------------------------------|-----------|--|
| Donations to Existing Scholarships | N/A | No | No | No | No |
| Annual Scholarships | \$5,000.00 | Yes | Yes | No | Yes |
| Endowed Scholarships | \$25,000.00 | Yes | Yes | Yes | Yes |

When you establish an annual scholarship with the PSC Foundation of \$5,000+ . . .

- **You can fully participate in:**
 - determining criteria (within IRS guidelines)
- **The PSC Foundation in partnership with the College will:**
 - publicize the establishment of the fund in appropriate college publications
 - promote the availability of your award to potential and current Pensacola State College students.
 - manage the awarding process through the College's online awarding software.
 - be responsible for required auditing and accounting.
- **A Pensacola State College Scholarship Awarding Committee will:**
 - select suitable recipients from a pool of candidates for your award according to set criteria
 - due to IRS regulations and state match guidelines, donors or donor organizations are not permitted to select award recipients
- **A signed agreement is required.**

For more information about charitable support through Pensacola State College Foundation, contact the Pensacola State College Development staff at (850) 484-1560.

Checks may be made payable to "Pensacola State College Foundation." Contributions can be mailed or dropped off to our office at:

Pensacola State College Foundation
 1000 College Boulevard
 Building 17
 Pensacola, FL 32504



SCHOLARSHIP AGREEMENT

SCHOLARSHIP NAME: _____ Scholarship

AMOUNT AWARDED: Variable as funds allow up to \$_____ per student, per semester.

DATE ESTABLISHED: _____

CRITERIA:

(below are sample criteria items)

1. Student must demonstrate a financial need for supplemental funding.
2. Student must have a minimum grade point average of _____.
3. Student must be enrolled in _____ field of study.
4. Scholarship will cover tuition, fees, books, and/or materials required by the syllabi.
5. Student must _____.
6. Student must _____.
7. Student must _____.
8. Student must _____.
9. Preference is given to students who _____.

Signature of Donor or Donor Designee: _____ Date: _____

Printed Name: _____

Address: _____

Phone: _____ Email: _____

Signature of Witness: _____ Date: _____

Printed Name: _____



Pensacola State College Foundation Scholarship Commitment Form

In order to establish the (scholarship name) _____ to benefit Pensacola State College students, I (we) intend to pledge \$_____ over _____ years in the form of _____.
(A commitment of \$5,000 is required to name a scholarship)

Please accept my initial gift of \$_____, with the remainder to be paid as follows:

Number of Payments _____ Paid: Annually Quarterly Monthly

Please Check All that Apply

- I (we) would like a representative from Pensacola State College to call me about a naming opportunity.
- I intend to assist Pensacola State College in securing matching funds from my employer.
- I would like a representative from Pensacola State College to call me about a legacy gift.

For purposes of donor recognition:

- I (we) desire that our pledge be treated as an anonymous commitment; or
- Please list my (our) name as specified below in all appropriate donor recognition:

Name: _____

(Please print above exactly as you would like your gift to be recognized. For example: John H. & Mary K. Jones, The Family of John Jones, In memory of Ms. Mary Johnson, John & Judy Galbraith, In honor of Jacob P. Keating)

Donor Signature: _____ Date: _____

Printed Name: _____

Address: _____

Phone: _____ Email: _____