



# Tennessee Building Officials Association

## 2025 Memorial Scholarship Application

**To be completed and forwarded to the Scholarship Committee Chair by  
COB March 14th at 5 pm ET**

Please send application to:

**Elizabeth Reed**  
**City of Piperton**  
[ereed@pipertontn.gov](mailto:ereed@pipertontn.gov)

### **Purpose of Scholarship:**

This scholarship is offered with the intention of assisting persons who have a sincere interest in continuing their education. Applicant **MUST** be an employee or dependent of an employee of a Tennessee Building Department that is an active member of TBOA. An active member is a government unit or agency engaged in administration, formation, and enforcement of codes and ordinances relating to building construction.

### **Value:**

Scholarships may be awarded in various amounts at the discretion of the Scholarship Committee and the TBOA Board depending on the amount of funds available and number of applicants each year. Funds awarded to scholarship recipients will be disbursed to applicant's higher education facility of choice. The applicant will provide the name of the person, higher education office, and address to which the scholarship shall be submitted.

### **Consideration for Scholarship:**

The applicant will be considered on the following points:

- Financial need based on family's gross income.
- Grade point averages as provided by the school.
- How the scholarship will be utilized by the applicant.
- Recommendations, civic, school, and personal achievements.

**Name of Applicant:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

## Memorial Scholarship Application (page 2)

**Please choose your status below:**

\_\_\_ My parent is actively employed in a building department in the state of Tennessee. I am a legal dependent of said parent.

\_\_\_ My grandparent parent is actively employed in a building department in the state of Tennessee. I am a legal dependent of said grandparent.

\_\_\_ My legal guardian is actively employed in a building department in the state of Tennessee. I am a legal dependent of said legal guardian.

\_\_\_ I am a current employee of a building department in the state of Tennessee and will be pursuing higher education.

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**Name of the institute of higher learning** the applicant will be attending. (Letter of acceptance or evidence of enrollment must be provided with this application).

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
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**Parent/Grandparent/Guardian's full name (if applicable):**

\_\_\_\_\_

**Address:** \_\_\_\_\_

**Other dependents living at home (attached additional sheets if needed):**

**Name:** \_\_\_\_\_ **Age:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Age:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Age:** \_\_\_\_\_

**Name of the Building Department/Code Inspection Agency and the parent's, grandparent's, guardian's, or applicant's position within said department.**

\_\_\_\_\_

\_\_\_\_\_

## Memorial Scholarship Application (page 3)

**\*Family's Total Gross Income per Year:** \_\_\_\_\_

\*\$10,000 of gross family income will be deducted for each dependent other than the applicant with reasonable proof that each is a legal dependent.

Attach copy of Parent/Grandparent/Guardian/Guardian's most recent federal income tax filing **with all SSN's blacked out**. In lieu of a federal tax return, a notarized statement reflecting the gross family income as shown on the most recent federal tax return is acceptable.

# Memorial Scholarship Application (page 4)

## TBOA Scholarship Submittal Checklist

**PLEASE NOTE THAT THIS IS A CHECKLIST ONLY TO ASSIST WITH THE APPLICATION PROCESS. ALL REQUIRED DOCUMENTS MUST BE RECEIVED WITH THIS APPLICATION. MISSING DOCUMENTATION WILL NEGATE THE APPLICATION AND WILL NOT BE CONSIDERED BY THE SCHOLARSHIP COMMITTEE.**

Totally complete the scholarship application.

If a line does not apply to you, put N/A on that line.

\_\_\_\_\_ Letters of Recommendation (minimum of two).  
(Teachers, Church, Personal Friends, Professional (Manager, colleague, co-worker))

\_\_\_\_\_ Official transcripts with ACT/SAT scores (Not over 2 years old).  
REQUIRED ONLY FOR LEGAL DEPENDENTS GRADUATING HIGH SCHOOL

\_\_\_\_\_ Grade point average as provided by the High School or if currently attending a postsecondary school, then from that college, university, or technical school.

\_\_\_\_\_ Written statement from applicant of how the scholarship will be utilized.

\_\_\_\_\_ For legal dependents, a Copy of Parent's/Grandparent/Guardian's most recent Federal Income Tax Filing indicating that applicant is a legal dependent of said Parent's/Grandparent/Guardian.

\_\_\_\_\_ Evidence of the family's total gross income. This can be the previous year's tax return or a notarized statement.

\_\_\_\_\_ A list of activities and achievements, both current and past.

- Identify current or past achievements/involvement.
- If possible, attach copies of certificates, letters of appreciation, articles, etc.
- These activities and achievements include school, civic, church, and any other extracurricular activities.
- Include offices held, memberships in organizations and participation in any other activities you feel are important.
- Identify each as past or current involvement.

I certify that the information stated above is complete and accurate to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date