

LOWELL L. RICHARDS III MEMORIAL SCHOLARSHIP

CRITERIA & SUBMISSION CHECKLIST



To be considered for the Lowell L. Richards III Memorial Scholarship, graduating seniors must be:

- A resident of the City of Boston
- A Boston Public high school senior with a minimum 3.0 GPA
- Accepted to an accredited college or university
- Involved in community service
- Interested in pursuing studies in Government, Public Administration, Management, Planning, Architecture or Design.

All applicants must submit the following information:

A cover letter that includes :

- Your name
 - Home address
 - Telephone number
 - Email address
 - List of attached documentation
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- A 1,000-word essay describing your interest in pursuing one of the following fields of study: Government, Public Administration, Management, Planning, Architecture or Design. You may also write about how your community service contribution has affected your outlook on life. Essay submissions should be typed and double-spaced.
 - A short description of the community service you have performed in South Boston including names of organizations, dates of service, and contact information. Descriptions should be typed and double-spaced.
 - Proof of Boston residency (examples include a copy of a utility bill addressed to a parent, or your driver's license).
 - An original copy of your High School transcript.
 - A copy of an accredited college or university letter of acceptance for the 2015-2016 academic year, addressed to you.
 - Two letters of recommendation, one of which **MUST** be from the community service agency where the applicant has volunteered.

Submission information and essays must be received by Alaina Coppola in Massport's Community Relations Department no later than 5:00 p.m. on Friday, April 24, 2015. Incomplete submissions will be disqualified. Please contact Alaina Coppola at 617-568-3711 with questions.

Mail to: Lowell L. Richards III Memorial Scholarship
c/o Alaina Coppola
Massachusetts Port Authority
Logan Office Center
One Harborside Drive, Suite 200S
East Boston, MA 02128



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massport.com