

## **GUIDELINES FOR THE NORMA M. BRUMBAUGH AWARD**

### **HISTORY**

The Norma M. Brumbaugh Scholarship Award was begun in 1958. At that time, members of the Oklahoma Home Demonstration Council (now Oklahoma Home and Community Education) contributed \$1,500.00 as an "offering of love" to Miss Norma M. Brumbaugh, then State Home Demonstration Agent.

The fund was presented to Miss Brumbaugh during Homemakers Conference, 1959, and was to be used for a trip to Europe. However, Miss Brumbaugh was unable to make the trip. After a great amount of thought and consideration, Miss Brumbaugh proposed that the women of the state receive the greatest benefit from the funds, since they were the original contributors. A committee of state Home Demonstration Council members was formed, and the scholarship plan was developed.

In 1961, the original fund expired. The scholarship is now funded through contributions made by County and/or local OHCE organizations to perpetuate the scholarships in Miss Brumbaugh's name.

Three (3) \$500 scholarships are paid directly by the Oklahoma Home and Community Education to qualified FCS Extension Educators who are approved by the Associate Dean, Cooperative Extension-Family and Consumer Sciences and the Oklahoma Home and Community Education Scholarship Committee Chair.

### **CRITERIA FOR SCHOLARSHIP APPLICANTS**

The state OHCE Cultural Enrichment Committee has set the following guidelines for scholarship applicants:

1. Scholarships must be used for professional improvement, such as credit or non-credit courses or participation in the National Extension Association of Family and Consumer Sciences' Meeting.
2. Recipients should remain in Extension Service work after receiving the award. If a recipient leaves Extension within two years of receiving the award, the recipient is required to refund the award in full to the Oklahoma Home and Community Education.
3. Each recipient must submit a poster to the chair of the Cultural Enrichment Committee by July 1 of the year following selection for the award. The poster should include pictures of the recipient. It should also explain how the award was used and what the benefits were.
4. An award recipient may apply for a second consecutive year. One who has received the award for two consecutive years must wait five (5) years after the second award to apply again.

**The Norma M. Brumbaugh Scholarship  
of the  
Oklahoma Home and Community Education  
SCHOLARSHIP APPLICATION**

Name of applicant:

Street address:

Town/Zip Code:

Number of years in Extension:

County :

1. a. How do you plan to use the scholarship?

b. Describe the expected cost of your plan, for example:

Lodging and meals \_\_\_\_\_ Travel \_\_\_\_\_ Tuition \_\_\_\_\_ Registration \_\_\_\_\_

Books and materials \_\_\_\_\_ Other (please describe) :

2. Prepare a narrative statement (200 words or less) emphasizing the following: 1) how this professional development training will contribute to the county Family & Consumer Sciences program for which you are responsible; and 2) how this training fits into your career plan. Type the statement on the back of this application or on a separate sheet.

3. List positions you hold in community service activities:

4. Enclose a letter of recommendation from your District Family and Consumer Sciences Program Specialist.

SPECIAL NOTE: The scholarship guidelines require recipients to submit a written report to the state OHCE Cultural Enrichment Committee Chair by July 1 of the year following completion of the training. The guidelines also require a recipient to refund the award in full to the OHCE if the recipient leaves Extension within two years of receiving the award.

I agree to honor these guidelines.

\_\_\_\_\_  
Signature of Applicant

The OHCE awards \$500.00 to each recipient. Submit the application in duplicate no later than **February 1**. Mail the original to the OHCE Cultural Enrichment Committee Chair. Mail the copy to the Office of the Assistant Director, Family and Consumer Sciences, 135 Human Sciences, Oklahoma State University, Stillwater, OK 74078.

\_\_\_\_\_  
Date application received

\_\_\_\_\_  
Assistant Director, Cooperative Extension-Family and Consumer Sciences

\_\_\_\_\_  
Date

\_\_\_\_\_  
OHCE Cultural Enrichment Committee Chair

\_\_\_\_\_  
Date