



## **ICC Scholarship Program**

### **C.D. Howard Scholarship**

**Purpose:** The C.D. Howard Scholarship is awarded by the Code Officials Association of Alabama in memory of C.D. Howard. The scholarship is intended to provide financial assistance to children of ICC Governmental Members.

#### **Program Administration**

- The International Code Council manages the scholarship account.
- A committee of volunteers will select the recipient of the scholarship.

The selection process is as follows:

- The eligibility of the applicants will be verified.
  - The applications will be reviewed to determine if all required information has been furnished.
  - The committee will review all eligible applications using the Scholarship Selection Criteria.
  - The recipient will be selected by a committee of volunteers and notified by the International Code Council on behalf of the Code Officials Association of Alabama.
- The administrative process and guidelines are as follows:
    - One scholarship of \$1,000 will be awarded.
    - Applications shall be received by June 26 of the academic year and submitted to the International Code Council.

Email to: [khiggs@iccsafe.org](mailto:khiggs@iccsafe.org)  
Mail to: International Code Council  
Attn: Scholarships  
c/o: Karla Price Higgs  
900 Montclair Road  
Birmingham, AL 35213-1206

- The recipient will be announced in the month of August.
- The maximum number of years that funds may be granted a student is four years.
- Awards are distributed in accordance with current IRS regulations.
- The recipient must be enrolled in a recognized and/or accredited school such as a university, trade school, business college or other as approved by the International Code Council prior to distribution of the award.

## **Eligibility**

- **Code Enforcement Employees**

Applicants shall be children (as defined below) of code enforcement agency personnel. The jurisdictional authority must be an active Governmental Member of the International Code Council.

- **Children of Code Enforcement Employees**

Children must be dependents as defined by the Internal Revenue Service. Typically, this includes birth children, stepchildren, legally adopted children, or a legal ward financially supported by the employee.

- **Geographic Restrictions**

Qualified applicants from the State of Alabama will be given first consideration.

## **Selection Criteria**

- The applicant must:
  - Be pursuing educational opportunities beyond the high school level at a recognized and/or accredited institution.
  - Demonstrate a need for financial assistance. Financial information will be required along with detail of any other financial assistance the applicant is receiving.
  - Provide evidence of satisfactory scholastic achievement including grades, test scores and teacher recommendations.
  - Complete the Scholarship Application. A one-page narrative on why the applicant should be awarded the scholarship is also required.