

**ADMINISTRATIVE OFFICES OF THE COURTS  
CHILD PLACEMENT REVIEW BOARD**

Statutory Authority: 14 Delaware Code, Section 3445 (14 Del.C. §3445)

**FINAL**

**ORDER**

**1401 Regulations Governing the Ivyane D.F. Davis Scholarship**

The proposed regulations for the Ivyane D.F. Davis Memorial Scholarship were published in the May 2015 edition of the Delaware *Register of Regulations*. The opportunity for comment from the public ended on June 15, 2015. At their meeting on July 17, 2015, a quorum of the Executive Committee of the Child Placement Review Board (CPRB) voted in the affirmative that the regulations should be adopted as submitted with no modifications or additions.

In accordance with 29 Delaware Code, Section 10118, the following additional information is provided:

**1. SUMMARY OF THE EVIDENCE AND INFORMATION SUBMITTED**

No comments were received by the CPRB that recommended any changes to the proposed regulations.

**2. FINDINGS OF FACT AND CONCLUSIONS**

Pursuant to 14 Del.C. §3445, CPRB has the statutory authority to adopt such rules and regulations it deems necessary and proper to administer the Ivyane D.F. Davis Memorial Scholarship. Because no comments were received, the Executive Committee of the CPRB does not propose any modifications to their original submission.

**3. DECISION AND ORDER CONCERNING THE REGULATIONS**

At the CPRB Executive Committee meeting on July 17, 2015, a quorum of that committee ordered that the regulations be adopted as set forth in the Delaware *Register of Regulations* on May 1, 2015.

**4. EFFECTIVE DATE OF THE ORDER**

The effective date for this final order is September 11, 2015, ten days from the date of its publication in the Delaware *Register of Regulations*, pursuant to 29 Del.C. §10118(g).

**IT IS SO ORDERED** this 17<sup>th</sup> day of July, 2015.

**EXECUTIVE COMMITTEE OF THE CHILD PLACEMENT REVIEW BOARD (CPRB)**

Barbara H. Blair	Cindy Montejo
Joe Dell'Olio	John Michael Norton
Robert Hamilton	Neal Edward Tash
Judith Mellen	Carolyn Walker

**Foreword**

Ivyane Davis was a woman who believed in children and was committed to helping them succeed. Mrs. Davis was a charter member of the Child Placement Review Board, serving as a Review Board member from the founding of the Board in 1979 until her death in 1989. First and foremost, Mrs. Davis was a mother of five children and a foster parent. In addition, she served as a Court Appointed Special Advocate in the Family Court system and was the chairman of the Fresh Air Program in Delaware. Ivyane Davis was a woman of impressive accomplishments, but she is best remembered for her advocacy work for the well-being of every child. In the nurturing of individuality, the development of talent, and the daily care of children, Mrs. Davis found her life's work.

The Ivyane D. F. Davis Memorial Scholarship honors a remarkable woman by continuing her heritage of offering opportunity to children. The Ivyane D. F. Davis Memorial Scholarship fund was established by the General Assembly of the State of Delaware in June 1989 to provide scholarships for post-secondary education to Delaware residents who have been in foster care in this State. This scholarship fund addresses the particular financial needs of many children who have been in foster care and offers them the opportunity for higher education.

The Fund awards several scholarships annually in honor of Mrs. Davis, who had a lifelong interest in the welfare of children. Ivyane D. F. Davis Scholarships are administered by the State of Delaware and are awarded to recipients selected by the Child Placement Review Board of Delaware. Scholarships are renewable.

**1401 Regulations Governing the Ivyane D.F. Davis Scholarship**

## **1.0 Legal Base and Purpose**

As authorized by Delaware Code, Title 14, Chapter 34, it is the intent and purpose of the General Assembly to provide scholarships in memory of Ivyane D.F. Davis, who died February 7, 1989, to deserving Delaware residents who have been placed under foster care in Delaware. This Scholarship is administered by the Child Placement Review Board.

## **2.0 General Provisions**

### **2.1 Definition of Terms**

“Child Placement Review Board” means the citizen review board established under Title 31, Chapter 38 of the Delaware Code and will be referred to as the “Board” in these regulations.

The “CPRB Staff” are the employees of the Board designated by the Executive Director of the Board to provide administrative support to the Committee.

The “Executive Committee” is the oversight body for the Board as established in Title 31, Chapter 38, Section 3808 of the Delaware Code.

An “Institution of Higher Learning” is an accredited school that:

- Awards a bachelor’s degree or not less than a 2 year program that provides credit towards a degree, or
- Provides not less than 1 year of training towards gainful employment, or
- Is a vocational program that provides training for gainful employment and has been in existence for at least two years.

The “Ivyane D.F. Davis Memorial Scholarship”, hence forth referred to in these regulations as the “Scholarship”, is established by state law in Title 14, Part I, Chapter 34, Section 3445 of the state code.

The “Scholarship Committee” is established by the Executive Committee to administer the Scholarship and will be referred to as the “Committee” in these regulations.

### **2.2 Partnerships and Fund Raising**

2.2.1 The Board may accept donations from private individuals and organizations for deposit in the fund.

2.2.2 Chaffee Education and Training Vouchers. A portion of the fund, not to exceed one-half of the fund's principle and interest, may be used to assist the Division of Family Services in obtaining Chafee Educational and Training Vouchers funding; provided, that the Board is authorized, by regulation, contract, or memorandum of understanding with the Division of Family Services, to administer the funding obtained. The portion of the Scholarship used as the state match is subject to the eligibility criteria established under the Chaffee Education and Training Vouchers.

## **3.0 Provisions for Scholarship Administration**

3.1 Scholarship Committee. The membership of the Scholarship Committee will be established by the Executive Committee annually and will not exceed 4 members. Members shall include at least one active board member, but may also include former board members and other members of the community with expertise that would enhance the expertise of the committee.

3.2 Eligibility. Applicants shall meet the following criteria in order to be eligible for award consideration:

3.2.1 Individuals who were at any time under foster care in the State of Delaware, and

3.2.2 Individuals who have been residents of Delaware for at least 1 year immediately preceding the application for funds, and

3.2.3 Individuals who have been accepted at or who are attending an accredited institution of higher learning or trade school, and

3.2.4 Individuals who are not pursuing a degree higher than a Bachelors.

3.3 Award Criteria. The committee has the discretion to set the award amount annually based on the students’ financial need, their likelihood of success, and the number of applicants to ensure a fair distribution of the available funds.

3.3.1 When determining the award amounts, the Committee will consider the following:

3.3.1.1 Documentation of financial need

3.3.1.2 Previous academic achievements

3.3.1.3 Level and involvement in community service

3.3.1.4 Anticipated academic success in their educational endeavor.

3.3.2 The amount of an award may not exceed the amount of the applicant’s school related expenses such as tuition, required fees, room, board, and books at the institution specified.

3.3.3 Adjustments to the award may be made after an award letter has been issued if the student changes their educational plans or enrollment status (i.e. the student enrolls only part-time rather than full time) after the award letter is issued.

#### 3.4 Award Process

3.4.1 Completed Application Packet. All applicants must complete a scholarship application packet which includes forms and documents designated by the Committee. The required forms and instructions will be available to the public via the Board's web page.

3.4.2 Application Due Date. Completed application packets are due June 1<sup>st</sup> for award consideration beginning the following school year and by November 15 to be considered for a mid-year award if funds are available.

3.4.3 Interview. The Committee conducts personal interview of the applicant in the summer prior to the start of each school year. The preference is to interview all applicants, however, it is only required of the first year applicants. Interviews may also be held at other times as necessary. A face to face interview is standard, although teleconferences and video-conferencing may be utilized.

3.4.4 Award Allocation. There is no fixed award amount. The Committee determines the amounts of the award each year based on the available funds and financial needs of the applicants.

#### 3.5 Award Distribution

3.5.1 Award letters that reflect the amount of award determined by the Committee are issued to the student by CPRB staff.

3.5.2 Awards shall be dispersed directly to the school or institution and not directly to the student.

3.5.3 Funds are dispersed based on the type of school or institution in which the student is enrolled. Whenever it is reasonable, the funds are distributed in conjunction with the institutions assessment period (i.e. semesters, terms) so that an assessment of the student's progress may be made prior to subsequent disbursement of the award.

#### 3.6 Reporting Requirements. The Board shall report annually to the General Assembly the following:

3.6.1 The number of recipients of scholarships.

3.6.2 The institutions attended by said recipients.

3.6.3 The total of expenditures made under this scholarship fund, and

3.6.4 Other information as it deems useful for the members of the General Assembly.

#### 3.7 Educational Progress Expectations.

3.7.1 To remain eligible for the scholarship, the student must maintain a G.P.A of 2.0 or higher or, earn a "meets expectations" rating or better during job training, required remedial courses (i.e. Basic or Pre-Tech courses) or certificate program established assessment period.

3.7.2 The Board will maintain and distribute a policy that outlines the consequences of failure to meet this standard. This policy is an appendix to these regulations; it will be distributed with the student's award letter each year and will be available to the public via the CPRB web page.