



# THOMAS MUNSON FOUNDATION SCHOLARSHIP FUND INTERNSHIP AWARD

## INSTRUCTIONS TO INTERNSHIP APPLICANTS

### General Information

The Thomas Munson Foundation Scholarship Fund (TMFSF) provides several types of scholarships, including a business or nonprofit internship of \$2,000.00 to help students pay for living expenses during an unpaid business or nonprofit internship related to their course of study. See full description of the internship award on page 8 below.

There is no fee to apply for an TMFSF internship.

To apply, you must be a citizen of the United States and must be able to trace your ancestry to Thomas Munson or another original settler of the colony at New Haven, Connecticut, in 1639. Information about documenting your descent and a complete list of the settlers is given below on pages 9-10.

As an applicant, you are solely responsible for ensuring that all application materials are postmarked or submitted electronically on or before the deadline as defined below. For electronic submissions, use our website, [www.thomasmunson.org](http://www.thomasmunson.org). For US Postal Service submissions, address your materials to:

Mr. Dave Weaver  
2600 S. Henderson St. #306  
Bloomington, IN 47401

Three internship awards are awarded each year. Submittal deadlines are:

- 1) December 1 for 1<sup>st</sup> Quarter (January 1 to March 31) internships;
- 2) March 1 for 2<sup>nd</sup> Quarter (April 1 to June 30) internships;
- 3) May 1 for 3<sup>rd</sup> Quarter (July 1 to September 30) internships; and
- 4) September 1 for 4<sup>th</sup> Quarter (October 1 to December 31) internships.

If you mail your application materials, bear in mind that delivery confirmation is not provided. For confirmation, use a U.S. Postal Service (USPS) delivery option that tracks your package. Be aware that FedEx and UPS do not deliver to USPS mailbox addresses. Everyone who submits materials electronically to our secure website receives an auto-reply confirmation by email.

Each applicant must ensure that all required academic institution documents and letters of recommendation are either postmarked or submitted electronically by the appropriate deadline. Be vigilant and insistent, and make timely inquiries with the school(s) and individuals from whom you request documents and letters so that they send the materials by the deadline.

Applicants may address questions about application instructions to the Scholarship Awards Chairperson, Mr. Dave Weaver, at [tmfsfawards@thomasmunson.org](mailto:tmfsfawards@thomasmunson.org).

Award notifications are made in a timely manner so you can prepare for your internship expenses as needed. If you are awarded a scholarship, our treasurer will verify your internship with the company or organization with which you will work. The award is sent to the applicant prior to beginning of the internship to assist with expenses as needed.

We welcome your application and will consider it carefully. Good luck!

## To Assemble and Submit Your Application

- 1 Complete the Application that follows. All questions for “Personal Information”, “Family Information”, and “Business or Nonprofit Internship Opportunity” must be answered. Complete the appropriate section related to your current academic program. For example, if you are in undergraduate college, fill out only that section. High school and graduate school sections do not need to be completed. The two written essays must be completed. You must sign and date the Honor Pledge. “Sign” means actual written signature, scanned, and returned as a pdf, or an electronic signature inserted on the Honor Pledge. “Sign” does not mean simply typing your name on the line in the document.
- 2 The following documents must be (1) mailed directly by original sources, not the applicant, unless they are enclosed in a sealed and unopened envelope or (2) uploaded by original sources electronically at our website, [www.thomasmunson.org](http://www.thomasmunson.org). If your sources send materials electronically, the documents should be given a name that begins with your name, for example: **janemunson\_transcript\_fromellensmith.pdf** or **johnturner.letter.fromjanedoe.docx**. Provide your sources with your email address, so they can let you know they received an auto-reply confirming their electronic submission.
  - A copy of the internship acceptance letter from the company for which the applicant will work that delineates the dates for, position/title of, and duties/activities of the internship.
  - A signed letter of support for the internship from a school official (classroom teacher, counselor, faculty member, faculty advisor, or institution administrator). S/he must provide complete contact information.
  - An official copy of your current high school, college, or graduate school transcript.
  - Evidence of ancestry. If you are a descendant of Thomas Munson, apply for an RN number as directed on page 8. Descendants of other New Haven signers should follow the instructions on pages 8-9 for submitting evidence of ancestry.

- 3 Failure to follow the directions may result in your application being disqualified.
- 4 Print out the application. Legibly print or type all information. If submitting by U.S. Postal Service, purchase tracking if you want delivery confirmation. If submitting electronically, scan your completed application and upload it as a PDF on [www.thomasmunson.org](http://www.thomasmunson.org). All internship application materials must be postmarked by an appropriate deadline for the timing of internship, or submitted electronically by midnight EST on the deadline date; applications sent on or after the deadline date will not be considered.



THOMAS MUNSON FOUNDATION SCHOLARSHIP FUND  
**INTERNSHIP AWARDS**

**APPLICATION FORM**

**PERSONAL INFORMATION**

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Applicant's phone \_\_\_\_\_

Applicant's email \_\_\_\_\_ U.S. Citizen? Yes \_\_\_ No \_\_\_

**FAMILY INFORMATION**

Name of Parent/Guardian #1 \_\_\_\_\_ Occupation \_\_\_\_\_

Name of Parent/Guardian #2 \_\_\_\_\_ Occupation \_\_\_\_\_

Your Munson clan name: \_\_\_\_\_

Your Munson RN number: \_\_\_\_\_

Your application will be disqualified if you attempt to use a family member's RN number or membership number from a Thomas Munson Foundation membership card. If you neither know your clan's name nor have an RN number, follow the directions on page 9, "Documenting Your Descent from a Signer of the 1639 New Haven Compact."

**COMPLETE THE SECTIONS BELOW**

**Business or Nonprofit Internship Opportunity** (for internship applicants)

Company/Organization Name and Location \_\_\_\_\_

Internship Dates \_\_\_\_\_

Description of Internship Duties/Activities \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Paid Work Experience (all applicants)**

If you are working now or have worked, what work did you do, where did you work, for how long did you work there, and how many hours a week did you work? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If applicable:**

**Graduate School** (for college/university senior undergraduates and graduate students)

Graduate School & Department \_\_\_\_\_

Graduate Program Degree/Major \_\_\_\_\_

Current Year in Program \_\_\_\_\_ Anticipated Graduation Year \_\_\_\_\_

Current Graduate Program GPA \_\_\_\_\_

Academic Honors/Awards \_\_\_\_\_

\_\_\_\_\_

Other Honors/Awards \_\_\_\_\_

Extracurricular Activities \_\_\_\_\_

Community Service Activities \_\_\_\_\_

**If applicable:**

**College/University** (for current undergraduate and graduate students)

Undergraduate school name \_\_\_\_\_

Current Year Level (e.g., sophomore) \_\_\_\_\_ Graduation Year \_\_\_\_\_

Current or Final GPA after graduation \_\_\_\_\_ Degree & Major \_\_\_\_\_

Academic Honors/Awards \_\_\_\_\_

\_\_\_\_\_

Other Honors/Awards \_\_\_\_\_

\_\_\_\_\_

Extracurricular Activities \_\_\_\_\_

\_\_\_\_\_

Community Service Activities \_\_\_\_\_

\_\_\_\_\_

**If applicable:**

**High School** (for applicants who have not entered college)

Name of High School \_\_\_\_\_ Graduation Year \_\_\_\_\_

Grade Point Average \_\_\_\_\_ SAT scores \_\_\_\_\_ or ACT scores \_\_\_\_\_

Academic Honors \_\_\_\_\_

\_\_\_\_\_

Other Awards or Honors \_\_\_\_\_

\_\_\_\_\_

Extracurricular Activities \_\_\_\_\_

\_\_\_\_\_

Community Service Activities \_\_\_\_\_

\_\_\_\_\_

### **Personal Statement**

On a separate page, in 250 to 500 words describe your personal and educational goals and the reason(s) you believe a Thomas Munson Foundation internship will help you achieve your goals. Tell us about any special financial circumstances or other information we should consider when we review your application. Be sure to explain how the internship relates to your academic program.

### **Historical Context Question**

On a separate page, in 250 to 500 words answer one of the following questions:

- What does it mean to you to be descended from an early settler of the New Haven Colony?
- What is the value of studying the history of the United States?
- Thomas Munson left the known world of England for a new life in what would become the United States. In what way have you taken a chance or tried something new to achieve a goal that is important to you?

**All applicants are required to agree to  
and sign the following honor pledge:**

On my honor, I pledge that I have prepared this application myself and that the work I am submitting is original and my own. By submitting this application, I hereby agree to all terms and conditions applying to my potential scholarship, including reporting as required to maintain my continued eligibility.

---

Signature of Applicant    Date

## Business or Nonprofit Internship Award (\$2,000)

**Purpose:** To help students pay for living expenses during a business or nonprofit internship.

**Eligibility:** An applicant must be able to trace his or her ancestry to Thomas Munson or another original settler of the colony at New Haven, Connecticut, in 1639. An applicant must either be enrolled in, or a graduate of, an educational program of any major or discipline in an accredited high school, vocational school, community or junior college, 4-year college/university, or graduate school. The applicant must provide proof of either having an internship offer in hand or currently working in an internship at the time of application.

Each award is unique for an internship. However, if during the course of an academic program a student has the opportunity for an internship with a different company or a second internship with the same company, the student can apply for another internship award.

Internship awards are available for both USA domestic and international locations.

An application for this award may be submitted at any time throughout the year, but must adhere to the deadlines established for the timing of the internship.

**Target applicants:** Enrolled or graduated high school, community or junior college, 4-year college/university, and graduate students in any major at an accredited college or university.

**Amount:** \$2,000

**Number of awards:** 1

**Deadlines:**

- 1) December 1 for 1<sup>st</sup> Quarter (January 1 to March 31) internships;
- 2) March 1 for 2<sup>nd</sup> Quarter (April 1 to June 30) internships;
- 3) May 1 for 3<sup>rd</sup> Quarter (July 1 to September 30) internships; and
- 4) September 1 for 4<sup>th</sup> Quarter (October 1 to December 31) internships.



## SIGNERS OF THE 1639 NEW HAVEN COMPACT

You do not need to be descended from Thomas Munson or related to a member of the Thomas Munson Foundation to apply for a scholarship.

### **Descent from Thomas Munson:**

To document your descent from Thomas Munson, begin your research well in advance of the application deadline.

If you are already registered in the database of Thomas Munson descendants and/or *The Munson Record*, enter your clan's name and RN number on page 3 of the application; no further documentation of your descent is needed. Do not enter the number from a Thomas Munson Foundation membership card. It is not an RN number and not a substitute for one.

If you do not have an RN number or do not know if you are registered in the database, email Mr. Melvyn Douglass, President of the Thomas Munson Foundation, for assistance at [President@thomasmunson.org](mailto:President@thomasmunson.org). In the subject line of your email, write "Request for Genealogy Assistance." You will receive a reply asking for information. Do not wait until the deadline is near to request assistance. When you receive your RN number, enter it on your application.

If you elect to do your own genealogy research instead of requesting assistance, with your application send (1) a copy of your birth certificate and (2) unassailable documentation that establishes your descent from a clan on the Thomas Munson family tree. To research your own genealogy, try Google searches or look for information on a genealogy website. Some public libraries allow patrons to access genealogy sites at no charge. Submit complete documentation. We may ask you to provide additional information and birth certificates.

### **Descent from another signer of the 1639 New Haven compact:**

If you are descended from a signer of the 1639 FUNDAMENTAL AGREEMENT FOR GOVERNANCE OF NEW HAVEN COLONY other than Thomas Munson, you are eligible to apply for a scholarship, provided you document your descent from your ancestor, send a copy of your birth certificate, and meet all the other application criteria. We may ask you to provide additional information and birth certificates. The following page lists all the signatories to the 1639 Fundamental Agreement document.

#### SIGNATORIES OF THE 1639 FUNDAMENTAL AGREEMENT FOR GOVERNANCE OF NEW HAVEN COLONY

Mr. Teoh Eaton	Mr. Linge	William Andrewes	Tho: Jeffreyes
Mr. John Davenport	Mr. William Touttle	Richard Beckley	Robt. Seely
Mr. Sam: Eaton	Mr. Ceeuers	John Cooper	Nicholas Elsey
Mr. Robert Newma	Mr. Perry	Jarvis Boykin	John Budd
Mr. Math Gilbert	Mr. Craine	John Chapman	Rich. Hull
Mr. Nath Turner	Mr. Fran: Newman	Tho: Kimberley	Will Preston
Mr. Rich. Malbon	Mr. Tho: Yale	John Benham	John Brockett
Mr. Browninge	Tho: Fugill	Mr. Wilkes	Jer Dixon

Robt. Hill	Benjamin Willmott
Andrew Low	Thomas Powell
Will Thorpe	James Russell
John Ponderson	Peter Browne
John Johnson	John I Thompson
Edward	Abraham 3 Bell
Wiggleworth	John S Vincent
John Clarke	Tho: Mitchell John
Sam. Whitehead	+ Walker Benjamin
John Potter	Pawle
Arther Halbidge	Will W Gibbins
Edward Banister	John Hall
Will Potter	Richard Merriman
John Mosse	Edw Chipperfield
John Charles	Steuen Metcalf
Richard Beach	William Gibbard
Tymothy Forde	Ralph Dayghton
John Reader	William Peckke
John Cogswell	Anthony Tompson
Mathew Hitchcock	Christ. Todd
Francis Hall	John Gibbes
Richard Osborne	John Nash
James Clarke	Adam A Nicholls
Andrew Hull	Tho 8 Beamont
Edward Patteson	Josua Atwater
Will Eues	Thomas Osborne
Geo: Smith	John Wakeman
John Peacock	William W Davis
Mathew Moulthrop	Francis N Browne
Andr. Messenger	Robert Pigg
Geo: Warde	Nath Merriman
Lawrence Wards	Roger Alling
Stephen Goodyear	Henry h Peck
Thomas Gregson	Marke Pierce
Thomas Nash	Theophilus
William Jeanes	Higginson [Should
Jno Evance	be Theophilus
Thomas Munson	Higginson on one
John Liuermore	line]
Jeremy Whetnell	David Atwater
Luke Atkinson	Mathew Camfeld
Thomas Morris	
William Russill	
[Russell]	