

# Scholarship Management Services®

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scholarshipmanagement.org

## AWARD CHECK MEMORANDUM

DATE: August 31, 2016  
TO: Michael Backus  
FROM: Lynette Idso, Program Manager  
Scholarship Management Services  
PROGRAM: Voya Unsung Heroes™ Awards Program

Scholarship Management Services has processed award payments; a check for your 2016 award is enclosed. The enclosed check must be endorsed by you and your school and **is not valid after 90 days**. Funds should be deposited into a school account; check with your school's Business Office for any district requests regarding fund disbursement.

According to program guidelines, you must use your award to further support the project within your school or school system **as described on your application**.

Please notify Scholarship Management Services immediately if you have any questions about your award. Refer to the Voya Unsung Heroes Awards Program whenever you call or write.

If your project is selected for one of the top three awards, you will be notified by a representative of Voya Financial® directly. For information about the other 2016 award recipients and their winning projects, visit the Voya Unsung Heroes website at [www.unsungheroes.com](http://www.unsungheroes.com). Announcements about the top three award winners will also be added to the website in the fall.

Best wishes for your continued success!