



## Application Guidelines

### INSTRUCTIONS

- Read the Application Guidelines carefully **before** you complete the Application Form.
- If you have any questions, please call the Westshore Community Foundation by telephone at 642-5328.
- Application Forms may be downloaded from our Web site [www.westshorefoundation.com](http://www.westshorefoundation.com)

### Goals & Objectives

The **Westshore Community Foundation Inc.** wishes to assist students from the Foundation's district in obtaining post secondary education and training. As such, it has created the **Westshore Community Foundation Scholarship and Bursary Fund** as well as the **Carol Ann Clark Memorial Scholarship and Bursary Fund** as permanent endowment funds to receive donations in support of that goal. The earnings from these funds will be distributed as scholarship/bursaries under the direction of the Westshore Community Foundation Board of Directors in accordance with the selection criteria and other guidelines outlined below.

### History: Westshore Community Foundation Inc.

Chartered in 1998, the Westshore Community Foundation Inc. (WCFI) received its first funds in May 1999 from the Johnson Memorial Hospital. The mission of the WCFI is to create and manage endowment funds where the capital is preserved in perpetuity and the earnings are granted to charitable organizations in the area of environment, heritage, sports and recreation, community service and health and education. The size of the scholarships available for successful students continues to grow as the capital base expands.

- In 2005 the WCFI created the Westshore Community Foundation Scholarship and Bursary Fund.
- In 2008, the WCFI established the Carol Ann Clark Memorial Scholarship and Bursary Fund. Carol Ann Clark retired to Gimli after a successful career. She was a person who liked to stay active and wanted to make a contribution to her adopted community. She began volunteering at the Sigurbjorg Stefansson School in 2001 and continued to help children practice reading skills until 2006. She often commented that her time spent in the school were some of the most fulfilling times of her life. When Ms Clark passed away, she left thirty thousand dollars to the Westshore Community Foundation Inc.

The earnings from these funds will support scholarships and bursaries awarded to students who must leave their home community for post-secondary education.  
(To make donations or receive information call 642-5328).

### APPLICATION DEADLINE

The deadline for the submission of applications is **July 15** of each year. Fully completed application packages must be post-marked by **July 15**.

## WESTSHORE COMMUNITY FOUNDATION INC. SCHOLARSHIP & BURSARY FUND

### Timing/Promotion & Selection of Scholarship/Bursary

- Advertisement for applications will be made in **April** of each year in the local news paper and the website [www.westshorefoundatin.com](http://www.westshorefoundatin.com)
- Application deadline, July 15.
- Successful applicants will be notified, in writing, in August.
- Awards will be presented publicly in late September or October.

### The Applicant:

1. Shall be a resident within the boundary of the Westshore Community Foundation Inc. (Generally a resident within the catchment area of Riverton High School and Gimli High School - West shore of Lake Winnipeg from Matlock to Hecla Island)
2. Shall be attending a post-secondary institution outside their community and therefore facing the added financial burden of relocating their residence to a different community in order to pursue their academic studies.
3. Applications will be restricted to students entering a full-time program within the next academic year.
4. Shall provide proof of acceptance at a post secondary institution.
5. Preference will be given to applicants who;
  - have successfully completed a first year of post-secondary education
  - can demonstrate involvement in community & volunteer service
  - can demonstrate leadership qualities.
  - can demonstrate financial need.
6. Shall provide current official academic transcript
7. Shall include two letters of reference; one from an educational person and one from the community/volunteer sector.

### SUBMITTING THE APPLICATION PACKAGE

- Keep a copy of your application package for your personal records.
- Application packages must be sent by mail – No faxes or emails.
- Applications must be postmarked on or before the deadline of **July 15 of each year** to be eligible for Committee consideration  
Only Fully completed applications will be considered.

Forward all information to:

**Westshore Community Foundation  
Scholarship & Bursary Committee  
Box 395  
Gimli, MB  
R0C 1B0**