

# **WESTSHORE COMMUNITY FOUNDATION INC.**

## **SCHOLARSHIP & BURSARY FUND**

### **A. Goals & Objectives**

The Westshore Community Foundation Inc. (hereafter referred to as the Foundation) wishes to assist students from the Foundation's district in obtaining post secondary education in situations where the recipient is facing the added financial burden of relocating their residence to a different community in order to pursue their academic studies. As such, it has created the Westshore Community Foundation Scholarship and Bursary Fund as a permanent endowment fund to receive donations in support of that goal. The earnings from this fund will be distributed as scholarship &/or bursaries (hereafter referred to as Awards) under the direction of the Foundation's Board of Directors in accordance with the selection criteria and other guidelines outlined below. The Board will be assisted with the selection and granting of these awards by a committee created within the Board known as the Scholarship & Bursary Fund Committee (hereafter referred to as the Committee). This Committee will seek out, investigate, and evaluate award applications and provide its recommendations to the Board on award(s) to be granted each year.

### **B. History of the Foundation**

Chartered in 1998, the Westshore Community Foundation Inc. received its first funds in May 1999 from the Johnson Memorial Hospital. The mission of the Foundation is to create and manage endowment funds where the capital is preserved in perpetuity and the earnings are granted to charitable organizations in the areas of environment, heritage, sports and recreation, community service and health and education. The Westshore Foundation's name and its service area is derived from the location of the hospital district on the western shore of Lake Winnipeg from Matlock in the south to Hecla Island in the north including Gimli, Fraserwood, Winnipeg Beach and Riverton.

### **C. Award Criteria**

- 1) An Award recipient must be considered a permanent resident within the boundary of the Westshore Community Foundation's district.
- 2) The recipient must be facing the added financial burden of relocating their residence to a different community in order to pursue their academic studies.
- 3) Preference will be given to applicants who have sufficient scholastic ability but who also:
  - can demonstrate involvement in community and volunteer service
  - can demonstrate leadership qualities
  - can demonstrate financial need.
- 4) Applications will be restricted to those entering a full time education program within the next academic year.
- 5) The Board of Directors with the guidance of the Committee reserves the right from time to time to "focus" the awards on a particular field of education *ie* trades, medicine, arts etc or a certain level of achievement *ie* second year of post secondary education etc. or in another manner that promotes a worthy educational objective.
- 6) Awards will be primarily granted on the basis of merit rather than according to any idea of geographical equality although a reasonable effort will be made to spread awareness of the program throughout the whole of our Foundation's district so that all qualified applicants have the opportunity to apply.
- 7) Applicants must complete our Scholarship & Bursary Fund Application (see Appendix B) and provide the information requested on it and the Scholarship & Bursary Fund – Application Guidelines (See Appendix A) within the time frame specified.
- 8) The Board of Directors reserves the right in any particular year to grant less than the amount available for awards or to grant no awards at all if suitable candidates are not available. Any such amount would be carried forward for awarding in future years.

### **D. Selection Process – General Outline for each year**

April – Advertisement for applications in the local newspaper and through school guidance counsellors in addition to other promotional methods deemed appropriate by the Committee.

May 31 – Application deadline

July - Evaluation and selection of candidates for Awards

August – Notification of successful applicants

September/October – Presentation of Awards

**E. Conflict of Interest Guidelines**

In the selection and granting of awards the Board of Directors of the Westshore Community Foundation, Inc. shall be guided by the conflict of interest principals as outlined in its Asset Governance Plan Section E, “Conflict of Interest Guidelines”. Further to these guidelines, for practical reasons, no family member or relative of a Foundation Board member serving on the Scholarship & Bursary Committee shall be eligible to receive an award from the Scholarship & Bursary Fund. The family members or relatives of other Board directors are eligible but that Board member should abstain from any participation in the award selection process. The Westshore Community Foundation Inc. Board of Directors will adjudicate any possible conflict of interest.

**F. Appendixes**

Appendix A.  
Scholarship & Bursary Fund – Application Guidelines

Appendix B  
Scholarship & Bursary Fund – Application Form

Appendix C  
Scholarship & Bursary Fund – Application Evaluation

**G. Revision History**

Original – Nov/06

