

KENT COLWELL
Scholarship Program

APPLICATION PACKAGE

APPLICATIONS ARE DUE **AUGUST 10TH 2017**. NOTE: Applications submitted past the due date for any reason, including technical issues (email attachments, files bounced back, etc.) will be referred to the next round in 2018.

PLEASE TYPE OR PRINT CLEARLY using only the front of each page. Attach additional pages as needed. Fill in the entire application as completely as possible. Incomplete applications and applications received after the deadlines will not be considered. This scholarship is competitive.

If you print, PLEASE PRINT CLEARLY! If we are unable to read your email address, we will be unable to contact you and your application will be removed from consideration. Thank you!

Personal Information

Name _____
Last First Middle

Date of Birth _____ Age _____ Place of Birth _____
City/State Country

Social Security Number (or Taxpayer ID #) _____

Sex M F Prefer not to disclose

Race/Ethnicity (Optional, please check all that apply.)

- African American Latino/a Caucasian
 Asian American or Pacific Islander Native American or Native Alaskan
 Other _____

Property Name _____

(This is the name of the apartment building in which you live, such as North Point Village Apartments.)

Address _____
Street Apt. # City State Zip

Home Telephone _____ Cell phone _____

E-Mail Address **(PRINT CLEARLY)**: _____

Household size _____

I live alone I live with family I live with roommates

No. of Dependents: _____

Ages of Dependents: _____

Estimated Household Income for 2017 \$ _____

Estimated Personal Income for 2017 \$ _____

Education and Employment

Are you currently (check all that apply):

- A full-time student
- A part-time student
- Employed full-time
- Employed part-time

- Unemployed
- Other (please describe):

Are you currently attending one of the following? (Check only if one applies)

- 4-year College
- Graduate school
- Community College

If you are currently in school, please provide the name of the college/University you are currently attending:

Name

City

If you are *not* currently in school, please provide the name of the College/University you plan to attend/have applied for:

Name

City

What is your current educational goal? (for example: B.A. in Business Management, B.A. in Marketing, MBA etc.)

From the date of application for these funds, how long will it take to complete your educational goal?

Years

Months

Education

Please list your current or most recent place of study first.

SCHOOL & LOCATION	AREA OF CONCENTRATION	DATES ATTENDED	DEGREE/YEAR

Work Experience and/or Volunteer Experience

Please list your current or most recent place of employment first and focus on experience relevant to your career/educational goal.

POSITION/TITLE/ROLE	ORGANIZATION & LOCATION	DATES	FULL-TIME, PART-TIME, or VOLUNTEER



Financial Plan

The Kent Colwell Scholarship Program offers **scholarships** and **awards**. **Scholarships** may only be applied toward tuition, fees, books, and supplies required by the class. **Awards** may be applied toward any other expense that may arise as you pursue your educational and career goals. The main difference between a scholarship and an award is that scholarships are not taxable. If you choose to apply for an award, you must count any financial assistance that you receive as part of your gross income. Please check below if you will be applying for a scholarship or an award. You may apply for both a scholarship and an award, but you must specify all expenses in your educational budget (see below).

- Scholarship** (Tuition, fees, books, and supplies required for courses of instruction ONLY. Scholarships may be paid directly to educational institution.)
- Award** (Other education-related equipment and expenses.)

Please submit a budget of your educational plan, including how much your plan will cost in total for one year and how much you are requesting. (Applications submitted without a budget will not be considered.)

Sample Educational Budget: 1-year full-time student

ITEM	COST	REQUEST
Tuition: City College of San Francisco	\$ 3,900	\$ 0
Books and Supplies	\$700	\$700
Childcare	\$3,000	\$1,500
Transportation	\$ 800	\$800
<i>TOTAL</i>	<i>\$8,400.00</i>	<i>\$3,000.00</i>

- *In this sample, the student has applied for Cal Grants for tuition assistance and has put some money aside for childcare.*
- *Note that a total scholarship or award is \$10,000.*
- *Personal expenses such as food and rent are not allowable expenses under the award or the scholarship and should not be included as costs or as part of your request.*

Applicant's Educational Budget- REQUIRED RESPONSE

For how long is your educational budget designed?

- One year One semester One quarter
- Other _____

ITEM	COST	REQUEST
<i>TOTAL</i>		

Please fill in the chart below to help us better understand whether there are other sources of funding you are seeking to assist you in paying for school in the coming year.

We understand that some schools do not participate in the Federal Financial Aid program and that not everyone qualifies for financial aid. If you do not qualify for financial aid or it is not offered at your school or for your program please check this box.

If you have not yet received your financial aid awards notice(s), please check this box and show amounts you received for the most recent school year or estimates.

Source of Funds		Total Amounts
<input type="checkbox"/>	Work or work study	\$
<input type="checkbox"/>	Savings/family assistance	\$
<input type="checkbox"/>	FAFSA*	\$
<input type="checkbox"/>	BOG Waiver**	\$
<input type="checkbox"/>	EOPS Program**	\$
<input type="checkbox"/>	Chafee Grant	\$
<input type="checkbox"/>	Other Awards/Grants from my school	\$
<input type="checkbox"/>	Subsidized student loans	\$
<input type="checkbox"/>	Unsubsidized student loans	\$
<input type="checkbox"/>	Other Scholarships	\$
Total All Other Funding Sources:		\$

* For info on applying for aid through FAFSA (The Free Application for Federal Student Aid) see <http://www.fafsa.ed.gov/> . It is free to apply.

** For info on applying for Extended Opportunity Programs and Services (EOPS) and/or the Board of Governors Waiver (BOGW) visit your college Financial Aid Office.

Questions? Please contact Sara Flint, Colwell Scholarship Administrator at (415) 321-4097.

Biographical Statement

The purpose of this section is to give you a chance to tell us about yourself in your own words. Please provide us with a brief essay that gives us a better understanding of your background and life circumstances. Please limit your response to 1 to 2 pages (500 to 750 words).

Statement of Purpose

Please use the space below for your Statement of Purpose to tell us about your educational and/or career goals. How did you determine these goals? How have you prepared yourself for reaching these goals? How will this educational assistance grant help you to achieve these goals? Attach additional pages as necessary. Please limit your response to 1 to 2 pages (500 to 750 words).

Additional Information (Optional)

Please provide us with any additional information that you think would be helpful to us as we review your application.

I certify to the best of my knowledge that all of the above statements are correct and complete.

Applicant Signature

Date

Nondiscrimination Statement

BRIDGE Housing Corporation does not unlawfully discriminate on the basis of race, color, religion, gender, national origin, ancestry, age, medical condition, disability, veteran status, marital status, sexual orientation, or any other characteristic protected by law.

Letters of Recommendation

We ask for two letters of recommendation from persons (e.g. a teacher, mentor, present or past employer) who are qualified to give us an evaluation of your character, ability, accomplishments, and potential for success in your chosen career path. Please do not include letters from relatives. Letters may be mailed separately from the application, but must be received no later than August 10th, 2017. Please list the recommenders' names and relationships to you below.

Name

Relationship to Applicant

Name

Relationship to Applicant

Please use the attached form (2 copies) when submitting a letter of recommendation. Fill in your name on the top line and then give the form to your recommender so that she or he can complete the remainder of the form. Once the letter is written the recommender may mail the form to the address noted or return the form to you to submit with the remainder of your application.

Letter of Recommendation Form

Thank you for agreeing to write a letter of recommendation for _____ ,
(Applicant's name here.)

who is applying for a scholarship through the Kent Colwell Scholarship Program. This program provides funds for residents of properties affiliated with the non-profit affordable housing developer, BRIDGE Housing Corporation. BRIDGE residents planning to attend a public or private accredited college or university are invited to apply. Grant recipients are selected based on financial need, a personal commitment to their stated educational and career goals, and a clear educational and financial plan for achieving these objectives. Recipients receive \$10,000 for a period of up to four years.

Because this program is highly competitive, you have been asked to supply some background information for this candidate's application. Please take a moment to answer the following questions to help us in our decision-making process. You may use this form or attach a letter in another format. *(Note: This letter must be received **no later than August 10th, 2017 to be considered.**)*

Describe your relationship to the applicant. How long have you known the applicant?

In what ways has the applicant been working towards the educational goals she/he has expressed during the time that you have known her/him? What is special about this applicant and her/his goals?

What factors in the applicant's background and/or experience will most contribute to the applicant's success in her/his chosen field.

In your opinion how would the applicant benefit from a scholarship award in the amount of \$10,000?

Letter of Recommendation Form Continued

Please add any further comments that might assist us in getting to know this applicant. Use this space to comment on areas in which the applicant could improve and areas in which the applicant excels. (Attach another page if needed.)

When complete, please return this form to the applicant, email to colwellscholarship@bridgehousing.com

or mail to:
BRIDGE Housing Corporation
Attn: Colwell Selection Committee
600 California Street, Suite 900
San Francisco, CA 94108

Signature of Recommender

Date

Letter of Recommendation Form

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(Applicant's name here.)

who is applying for a scholarship through the Kent Colwell Scholarship Program. This program provides funds for residents of properties affiliated with the non-profit affordable housing developer, BRIDGE Housing Corporation. BRIDGE residents planning to attend a public or private accredited University are invited to apply. Grant recipients are selected based on financial need, a personal commitment to their stated educational and career goals, and a clear educational and financial plan for achieving these objectives. Recipients receive \$10,000 for up to four years.

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BRIDGE Housing Corporation
Attn: Colwell Selection Committee
600 California Street, Suite 900
San Francisco, CA 94108

Signature of Recommender

Date

Application Procedures

- 1) All application materials, including two (2) letters of recommendation, must be received **by August 10th, 2017. Only complete applications will be considered. Complete applications will contain a completed application packet as well as the two letters of recommendation.**
- 2) Applications can be emailed to ColwellScholarship@Bridgehousing.com

Note: If you email your application, you will receive a notice it has been received. If you do not receive a receipt notice, this means it has not been received and we recommend calling the Colwell hotline at 415-321-4097.

Or you can mail your packet to the following address:

BRIDGE Housing Corporation
Attn: Colwell Selection Committee
600 California Street, Suite 900
San Francisco, CA 94108

- 3) All questions should be directed to Sara Flint at (415) 321-4097.
- 4) Finalists may be interviewed by the Kent Colwell Scholarship Program Committee.
- 5) Grant recipients will be informed in September. Grant recipients may be asked to participate in a donor and awardee recognition event later in the year.
- 6) Those selected recipients will have funds disbursed as soon as recipient acceptance paperwork is completed.
- 7) The Kent Colwell Scholarship Program is a competitive scholarship program. We regret that, although the majority of applicants are qualified, not everyone who applies will receive an award.

Checklist

We will only review **complete** applications. So, before you seal your envelope please check that each of the following items are included:

- The completed application form (pages 1-8): including:**
 - Personal Information
 - Education and Employment and/or Volunteer History
 - Financial Plan
 - Applicant's Educational Budget (pages 4 and 5)
 - Statement of Purpose
 - Biographical Statement
 - Applicant's Signature

- Two letters of recommendation (pages 9 – 13).**

**APPLICATIONS MUST BE RECEIVED BY AUGUST
10TH 2017
NO EXCEPTIONS**

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Note: If you email your application, you will receive a notice it has been received. If you do not receive a receipt notice, this means it has not been received and we recommend calling the Colwell hotline at 415-321-4097 to confirm it has been received. Assume it has not been received if you do not receive a confirmation.

Or you can mail your packet to the following address:

BRIDGE Housing Corporation
Attn: Colwell Scholarship Committee
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San Francisco, CA 94108

The Kent Colwell Scholarship Program ***Frequently Asked Questions***

1. Description of Program

The Kent Colwell Scholarship Program is designed to assist residents in the pursuit of a Business or Accounting career, and to enable socioeconomic mobility. This program provides grants to residents of BRIDGE-affiliated affordable family properties. Funding for this program is provided by friends and associates of BRIDGE, people who have been involved with our work and believe in the importance of educational opportunity. Grants will be funded in the amount of \$10,000 for a period of up to four years.

2. Who can apply?

Any resident who is low-income, lives in a BRIDGE-affiliated affordable family property and is at least 16 years of age is eligible to apply. Applicants do not have to be the head of household. The Program is available for adult residents pursuing post-secondary education with a focus in Business or Accounting. The Program is also available to high school students who have applied for college admissions in the fall. Grants will only be made to residents in good standing.

3. What is the application deadline?

Applications must be received by **August 10th, 2017**. Applications must include two (2) letters of recommendation to be considered complete. We strongly recommend that you refer to the checklist for a list of what constitutes a complete application. This deadline is the same for those who request translated applications.

4. How will recipients be selected?

Recipients will be selected based on personal commitment, financial need, and a clear, realistic educational and financial plan. Applications will be reviewed by a committee of BRIDGE staff and board members. Finalists may be interviewed, and recipients will be selected at the discretion of the committee. The Kent Colwell Scholarship Program is a competitive scholarship program. We regret that not everyone who applies will receive an award.

5. Can a family member who is not a BRIDGE resident apply for a grant?

No. The Kent Colwell Scholarship Program is only available to current residents of BRIDGE-affiliated properties.

6. How can the grants be used?

Grants may be applied toward expenses that will arise in the pursuit of educational objectives. These costs may include tuition, books, educational equipment such as computers, transportation costs, and childcare expenses. However they may not include food, rent, or other miscellaneous personal items that are not directly related to attending school.

7. If I receive a grant, does it count toward my income?

Applicants may apply for a “scholarship” or an “award.”

- a) Allowable expenses for “qualified scholarships,” determined by the IRS, include:
 - Tuition and fees required for the enrollment or attendance of a student at an educational organization.
 - Fees, books, supplies, and equipment required for courses of instruction at such an educational organization.
- b) Awards may be applied to cover additional costs, such as transportation, childcare, and educational equipment not required for but incurred during courses of instruction. These costs will count as part of the recipient’s gross income, and will be taxable.

8. I need assistance paying for tuition as well as other education-related expenses. Can I apply for both a scholarship and an award?

Yes. Please specify your exact request on your educational budget and check both the *Scholarship* and *Award* selection boxes.

9. Will this grant affect my status as a BRIDGE resident?

Applicants living in properties financed through the Low-Income Tax Credit program should be aware that the full-time student status rule still holds: households cannot be comprised only of full-time students. In addition grants will only be made to residents in good standing.

10. When will grants be distributed?

Funds will be distributed in a lump sum after the recipient has completed all agreement documents. Funds will be distributed to recipients and/or educational institutions based on individual educational plans.

11. If I receive a grant, do I have to report on my progress?

Yes. BRIDGE requires all recipients to submit annual reports on their progress. Applicants who request and submit their application in their native language may also submit progress reports in their native language.

12. What if my educational plans change?

We ask that recipients submit annual progress reports that describe how grant funds are being used. Any change in your educational plans and funding needs during the award period should be reflected in the annual report. The next round of funds will not be released until the annual report is completed.

13. What if I move during the award period?

If you are a resident when the initial award is distributed, your award will not be affected if you move out. However, any funds not yet disbursed will be forfeited and you will not be eligible to apply next year as a non-resident.

14. If I do not receive an award this year, can I apply in the future?

Yes. The *Kent Colwell Educational Assistance Program* will be available on an annual basis.

15. Can I apply for a multi-year award?

Applicants that maintain good standing with their School of choice, maintain residence and good standing at their Bridge Property, and complete the required progress reports; may continue to receive a \$10,000 award for up to four consecutive years.

16. What else should I know about this program?

If awarded a grant, you may be asked to participate in an awardee and donor recognition event in 2018.