



Columbia Basin Trust College Community Service Awards Application

Columbia Basin Trust's College Community Service Awards are designed to assist mature students of the Columbia Basin in pursuing post-secondary education/training in the region, and to reward and encourage the volunteerism of Columbia Basin residents. These Community Service Awards are based on volunteer service and are not based on academic achievement. Each year Columbia Basin Trust (CBT) provides a maximum of ten (10) College Community Service Awards valued at \$2,000 each.

Definition: *Community Service refers to a significant contribution of time, energy and/or talent that fosters social, environmental or economic well-being without resulting in a financial benefit to the applicant. Communities also include rural areas of the Basin that are not defined as cities, towns, or villages.*

Eligibility

Applicants must meet the following criteria to be eligible to apply for Columbia Basin Trust College Community Service Award:

- Applicant must not be a graduate from high school in the preceding year of application.
- Applicants must have a minimum of three years continuous residency in CBT's mandate area immediately prior to their application. Students, who might have resided temporarily outside CBT's mandate area for education but retained their permanent address in the Basin, will be deemed as having lived in the Basin.
- Applicants must be planning to enroll in a recognized undergraduate program leading to a degree, diploma or certificate, including trades certification at the College of the Rockies. Full-time (**80 percent of a full course load**) enrolment in a program that is recognized by the student financial assistance program in British Columbia. Students with recognized disabilities are eligible if they are registered in 60 percent of a full course load.
- Submission of the completed application materials by the deadline to the College of the Rockies.

Selection

The emphasis for award selection is on active and significant volunteer involvement to foster social, environmental and economic well-being. The adjudication process will give added weight to volunteer activities which are focused on providing benefit to Basin communities but other volunteer activities will be considered. Academic achievement will be considered in the context that a solid academic performance ensures the applicant's ability to successfully complete his or her chosen post-secondary program.

Awards Committee

The College of the Rockies Awards committee and a CBT representative will adjudicate the applicants eligibility and award selection.

Application Instructions

1. Student Application
 - Complete the Student Application form. All applications must be typed. Note: you can type in the application form and print the final copy for submission.
2. Essay
 - Complete the student essay, maximum 200 words. It's best to type your essay in a Word document that you can save. Once you are ready (do not forget to spell check and proofread) "cut" and "paste" the text into the essay section of the application form.
3. Attach three Reference Forms and letters completed by your referees.
4. Print, sign and date your completed application.
5. Submit Application
 - Submit all of the above including the Student Application form to the College of the Rockies. All complete applications must be postmarked no later than **June 30, 2010**. Do not send applications by

fax or electronically. Applications sent by fax, electronic means, or postmarked past the application deadline will not be considered. Letters of reference must be included with the application.

Columbia Basin Trust - College Community Service Awards
College of the Rockies
Student Services
2700 College Way, Box 8500
Cranbrook, British Columbia, V1C 5L7

College of the Rockies will notify recipients of the competition results in July or as soon as results are available.

Successful applicants will receive the funds once enrolment is confirmed. While the award is meant to aid the students educational pursuits the funds can be managed at the discretion of the students. No accounting of expenses is expected or required.

Personal Information

_____ Last Name	_____ First Name	_____ Student Number (if known)
_____ Social Insurance Number (SIN) (must be reported in order to receive funds)	_____ Citizenship	_____ Date of Birth (mmm/dd/yyyy)
_____ Mailing Address	_____ City, Province	_____ Postal Code
_____ Telephone	_____ E-mail	
_____ Length of residency in the Columbia Basin:		

Academic Information

**Secondary School(s) attended
Grade 12**

Secondary School Graduation Date	_____ School Name	_____ City/Town, Province	_____ Telephone
	_____ Month/Year (mmm/yyyy)		
Previous Post Secondary	_____ School Name	_____ City/Town, Province	_____ Telephone

Student Essay

Impact of Community Service

Briefly describe the impact that your volunteer service had on the community and the impact that the experience of volunteering had on you.

Volunteer Community Service

Definition: *Community Service refers to a significant contribution of time, energy and/or talent that fosters social, environmental or economic well-being without resulting in a financial benefit to the applicant. The adjudication process will give added weight to volunteer activities which are focused on providing benefit to Basin communities but other volunteer activities will be considered. Communities also include rural areas of the Basin that are not defined by cities, towns, or villages. **Any activities for which you received pay, a wage or a financial benefit does not qualify as volunteer Community Service.***

Starting with the most recent, please list the volunteer activities in which you have participated.

NOTE: Please make as many copies as required.

Name and Address of Organization	
Year(s) of Involvement (From - To)	

Time commitment (i.e. Monthly/Weekly/Hours)	
Explain the type of activities involved.	
Name and Address of Organization	
Year(s) of Involvement (From - To)	
Time commitment (i.e. Monthly/Weekly/Hours)	
Explain the type of activities involved.	
Name and Address of Organization	

Year(s) of Involvement (From - To)	
Time commitment (i.e. Monthly/Weekly/Hours)	
Explain the type of activities involved.	
Name and Address of Organization	
Year(s) of Involvement (From - To)	
Time commitment (i.e. Monthly/Weekly/Hours)	
Explain the type of activities involved.	

<p>How did you hear about the College Community Service Award? (Please check or circle)</p>	<p> <input type="checkbox"/> Word of mouth <input type="checkbox"/> CBT Staff <input type="checkbox"/> CBT Website <input type="checkbox"/> COTR Staff <input type="checkbox"/> COTR Website <input type="checkbox"/> Radio/TV <input type="checkbox"/> Newspaper <input type="checkbox"/> Poster <input type="checkbox"/> Other – please specify: _____ </p>
---	---

Applicant Signature

I certify that the information contained in this application is complete and correct. I authorize the Awards Committee to access my academic transcripts and contact my referees if necessary. I further authorize the Awards Committee, if necessary, to report my name, address, program, and award status to the donor(s) of this award and to use my name / and or photograph in various public relations publications, presentations, and announcements to promote the College of the Rockies and its awards programs.

X

Signature

Date

REFERENCE FORM (To be returned to applicant and attached to application form)

NOTE TO REFERENCES: This reference should be from someone who has first-hand knowledge of the applicant's Community Service activities.

As a reference you must be made aware that individuals have the right of access to references about themselves in accordance with the Freedom of Information and Protection of Privacy Act.

Columbia Basin Trust (CBT) College Community Service Awards

NAME AND ADDRESS OF REFERENCE

APPLICANT'S NAME AND ADDRESS

NOTE: If you do not know the candidate well enough to make a valid assessment it would be in the interest of the candidate for you to decline the invitation to evaluate him/her.

1. In what capacity have you been associated with the applicant?

(Not Family or Friends)

2. How well do you know the applicant? (check one)

Very Well

Fairly Well

Slightly

3. How long have you known the applicant? _____

4. Guidelines for Letter of Reference:

Your letter of reference for the applicant should address the following aspects of the applicant's community service:

- Contributions to strengthening the community through volunteer service (for instance, describe the activity, history of applicant's community activities, major accomplishments, mobilization of human and capital resources, and fostering of collaborations and cross-sector partnerships)
- Special leadership qualities (describe ability to inspire and encourage others and to bring together resources)
- Ability to achieve tangible outcomes (for instance, discuss problems solved, numbers of people reached, measurable change, dollars saved, effective leveraging of volunteers and resources)
- Any extraordinary effort made by the applicant, and any challenges or obstacles that were overcome in making these contributions (for instance, discuss a response to new and emerging community needs, or innovative approaches developed or carried out).

Please attach your letter of reference to this Reference Form and return to the applicant for inclusion in their application package.

SIGNATURE: _____

OCCUPATION: _____

TELEPHONE: _____

DATE: _____

PLEASE ACCEPT THE THANKS OF COLLEGE OF THE ROCKIES FOR YOUR CO-OPERATION