

BOROONDARA CARES FOUNDATION

CHANCES Scholarship Program 2019

Guidelines for Applications

Applications open: Monday 6th August 2018
Applications close: Thursday 6th September 2018

1. Purpose

The Boroondara Cares Foundation CHANCES Scholarships Program supports educational opportunities for students of demonstrated motivation and ability who are experiencing financial hardship. A CHANCES scholarship can provide an opportunity for recipients to pursue their academic, music, school sport, arts or leadership aspirations.

2. Eligibility

All applicants need to be an **Australian resident, Australian citizen** or hold a **permanent humanitarian visa**.

Applications will be accepted from eligible young people who are undertaking secondary school or tertiary education and, who are aged 12 to 25 years and who **live or study in the City of Boroondara**.

Applicants must be able to demonstrate a talent or potential in a specific area that, given an opportunity, they could develop further.

Applicants must provide written evidence of financial disadvantage e.g. Centrelink evidence as detailed in section 1 of the Eligibility/ Selection Criteria on page 2 .

Applications will be accepted from nominators in state secondary schools in the City of Boroondara, also including Ashwood High School; tertiary or TAFE institutes, training bodies or welfare agencies servicing students who live or study in Boroondara.

3. Application Process

Applications will only be accepted on the CHANCES Scholarships application form and can only be submitted by a nominating professional person. This is usually the Student Wellbeing Coordinator in a state secondary school, principal, teacher, university lecturer or a welfare agency.

Application forms can be obtained from the Boroondara Cares Foundation website www.boroondaracares.org.au or by phoning Boroondara Cares on 0438 024 764 and requesting to have the paperwork posted or e-mailed to you.

Only applications received by close of business on the due date for each funding round will be considered.

The selection panel reserves the right to seek additional information in respect of the application if it deems this to be necessary.

ELIGIBILITY/SELECTION CRITERIA

1. Financial need

- 1.1 All applicants are required to demonstrate evidence of financial need or hardship.
- 1.2 This can be done in the form of relevant Centrelink documentation (e.g. current income statement and, if you have one, a copy of both sides of a current Health Care Card) and/or a letter from a financial counsellor/case worker through a local community agency explaining the applicant's financial circumstances.

Please note: Health Care Card holders and those receiving Youth Allowance will receive priority for the award of scholarships.

2. Area of activity

- 2.1 Applicants must be able to demonstrate a talent, passion or skill in their chosen area of endeavour and have a potential for this activity (e.g. academic skills, music, art, school sport, educational achievements and leadership potential).

The nominator should be the applicant's year level coordinator, school principal, well-being coordinator or teacher.

For tertiary students, the nominator should be a lecturer or university professional who knows the applicant.

3. Progress

- 3.1 It is expected that people applying for a scholarship will demonstrate satisfactory progress at the end of their scholarship and throughout the course of their scholarship. (extenuating circumstances will be taken in to consideration)
- 3.2 A minimum requirement to demonstrate progress of candidates is a pass level in their program.
- 3.3 CHANCES scholarship recipients and their nominators are expected to complete in May a mid year evaluation. This is part of the scholarship process and is to demonstrate student progress.

4. Declaration (Sample only)

Parents/ guardians are expected to sign the below declaration at the end of the application form. ***The copy below is a sample only for your information. Do not fill this sample in.***

I believe the above information in this application is true and correct.

My son/ daughter or I shall attend a presentation ceremony to be presented with the CHANCES Scholarship certificate if my application is successful.

Name: _____

Signature _____

Date: _____

5. Time frame

- 5.1 Scholarships are awarded annually. Renewal applications for the following year will be considered. You may be contacted and invited to reapply.
- 5.2 The scholarships will clearly indicate how long they are awarded for.
- 5.3 Success in the initial application does not ensure that funds will be ongoing.
- 5.4 Applicants will need to reapply on completion of the set time of their scholarship for a subsequent scholarship.

6. Administration

- 6.1 State Secondary Scholarship monies will be paid to the school to be administered on behalf of the successful student. Tertiary scholarship monies will be paid directly to the bank account of the student.
- 6.2 Awarded scholarship funds must be spent within a **twelve-month period**. Any unspent funds will need to be returned to Boroondara Cares Foundation, CHANCES Scholarship Fund.

The nominator must contact the CHANCES Manager/ selection committee for approval for a variation to individual scholarship recipient requisites.

7. Reporting

- 7.1 Each nominator and scholarship recipient will be asked to fill out a mid-year Evaluation Report form. ***Failure to complete this mid year evaluation form may result in the applicant not being awarded a scholarship for the following academic year.***
- 7.2 At the completion of a scholarship, CHANCES will require the referring school/ agency to provide brief written report indicating the applicant's progress.

8. Selection process

- 8.1 CHANCES will confirm the applicant of their receipt of his/her application.
- 8.2 It is important that all applicants have a mobile or home phone from which they may be contacted as applicants may be contacted by phone to discuss his or her application.
- 8.3 A selection panel of educational professionals and community support agency representatives will assess the applications according to the criteria. The subcommittee/ selection panel then makes recommendations to the Board.
- 8.4 All scholarships require approval by the Board of Boroondara Cares Foundation.
- 8.5 All applicants and the nominating professionals will be notified of the outcome of their application in writing.

9. Scholarships/ Media Consent Form

- 9.1 Successful applicants may be asked to represent Boroondara Cares Foundation or in other ways assist in its promotion of the CHANCES program to schools, sponsors or donors.

It is hoped that all scholarship recipients (with their Guardian's consent as necessary), will sign and return the Media Consent Form allowing Boroondara Cares Foundation to promote the CHANCES Scholarship Program.