

This scholarship was established by an anonymous donor in honor of Lucy Milne who dedicated 24 years to teaching elementary school with the Calgary Board of Education. She later became an education assistant to students with physical and learning disabilities. Through teaching, Lucy empowered students with cerebral palsy, down syndrome, and autism.

In Lucy's words - "I have a great admiration and respect for individuals and organizations that help children and adults grow, learn, and enjoy their lives!"

LUCY MILNE SCHOLARSHIP FUND

- The scholarship is to be awarded to personnel who are currently pursuing or will be pursuing an education in a related field at an accredited Post-Secondary institution or who wish to apply the funding to a course and/or course materials that are related to furthering the mission, vision and or values of Between Friends.
- The award is intended to assist Between Friends in recruitment and retention of personnel whose function is to work directly with the participant members of the organization.
- To be eligible, staff and volunteers must meet at least one of the following for the calendar year of 2013:

<u>Personnel Category</u>	<u>Program Involvement</u>	<u>Hourly Requirement</u>	<u>Number of available scholarships</u>
Volunteer	W.E.S.O.A.R.! Programs and Special Events	20 hours over the duration of 3 sessions	Three (3)
Volunteers	Camps Programs (Camp Bonaventure, Camp Funz'Amust, etc.)	40 hours over the duration of the summer months (July – August)	Two (2)
Staff	W.E.S.O.A.R.! Programs and Special Events	40 hours/session over 3 full sessions	Two (2)
Staff	Camps Programs (Camp Bonaventure, Camp Funz'Amust, etc.)	Full duration of contracted period	One (1)

The Selection Committee can assign additional 1 or 2 scholarship recipients to any category; to a maximum of two (2) recipients.

- Staff and volunteers must be:
 - currently enrolled in or pursuing full-time or part-time enrollment in a related field or another field deemed acceptable by the Between Friends Selection Committee; and/or
 - pursuing a course related to the field in which Between Friends operates; should an applicant not be enrolled in a related field in an accredited Post-Secondary institution, the applicant must state the intended course at the time of application.
- All scholarships awarded will be based on involvement with Between Friends, the impact the organization has had on the applicant and/or the impact the applicant has had on the organization or the community, and most importantly, the applicant's plans for future involvement with the organization. The scholarship will also be based on how the education being obtained may directly impact Between Friends.
- Scholarships of a maximum of \$1,000.00 each will be awarded to a maximum of ten (10) applicants per year.
- Scholarship deadlines for 2013 will be: November 15, 2013 at 4:00 p.m. MST.
- Recipients will be notified by phone. Only those who have been awarded a scholarship will be notified.
- The scholarship will be awarded to the successful applicant(s) upon the following:
 - Completion of the course/semester with receipts and proof of successful completion; course/semester must be completed by December 15, 2014.
 - Enrollment and completion of the next Program Session; follow through on the applicant's plans for future involvement with the organization.
- Failure to complete either of the two above mentioned requirements will result in forfeit of the scholarship.
- Applicants are limited to receiving one (1) scholarship through Between Friends per calendar year. Previous scholarship recipients must wait for one full calendar year before applying again.

DOCUMENTATION TO ACCOMPANY THIS APPLICATION

Applicants are required to submit:

- The attached Application Form
 - The submitted essay **MUST INCLUDE THE FOLLOWING:**
 - The number of hours either worked or volunteered with Between Friends and in what capacity/role, indicating which program(s).
 - How the course/area of study will directly impact Between Friends.
 - How Between Friends has impacted the applicant and/or how the applicant has impacted Between Friends, persons with disabilities and the wider community.
 - The applicants plan for future involvement with Between Friends.
- This may NOT exceed a total of TWO typewritten, one and half-spaced pages.
- Proof of enrollment in a post-secondary institute or applicable course.

The Human Resources Lead will provide the Selection Committee with a copy of the admission essay.



SUBMISSION OF APPLICATION

APPLICATION DEADLINE: NOVEMBER 15, 2013 by 4:00 p.m. MST. LATE APPLICATIONS WILL NOT BE ACCEPTED.

Applications can be submitted electronically, by fax, or by mail.

Electronic submission to: kwhelan@betweenfriends.ab.ca

Mail submission to: Between Friends
Attn: Human Resources Lead
#205, 8989 Macleod Trail S
Calgary, AB T2H 0M2

Fax Submission to: (403) 269-3919

NOTE: Between Friends reserves the right to change the scholarship criteria, guidelines, process, deadlines or amounts of the scholarship at any time to cater to the recruitment and retention needs of the organization.



APPLICATION – LUCY MILNE SCHOLARSHIP

- Must be written in legible BLUE or BLACK ink and completed in **full**. Incomplete applications will not be considered.
- Application Deadline: November 15, 2013 by 4:00 p.m. MST

APPLICANT INFORMATION

Full Name: _____ Date: _____
Last First M.I.

Current Address: _____
Street Address Apartment/Unit #

_____ *City Province Postal Code*

Permanent Address: _____
(if different from current address) Street Address Apartment/Unit #

_____ *City Province Postal Code*

Phone: () _____ E-mail Address: _____

INVOLVEMENT INFORMATION

	STAFF	VOLUNTEER	BOTH
In what capacity were you involved with Between Friends?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are you a current staff or volunteer?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
If yes, which program(s) were you involved with in 2013? (program name/session)	_____		
If no, which program(s) were you involved with in 2013? (program name/session)	_____		
Number of hours involved with Between Friends Programs in 2013:	_____		
Intended program, session of interest for future involvement in 2014:	_____		

EDUCATIONAL INSTITUTE INFORMATION

Are you currently enrolled in a post-secondary institute	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, are you enrolled Full-time or Part-time?	FT <input type="checkbox"/>	PT <input type="checkbox"/>
Field of Study currently enrolled, or pursuing enrollment, in:	_____				

If no, what course(s) are you seeking to enroll in?

Applicants Initials _____

Education Institute Name: _____



Address: _____

Street Address

City

Province

Postal Code

Enrollment Date: _____
(M/Y)

Anticipated Graduation Date: _____
(M/Y)

ACADEMIC RECORD

UNIVERSITY	DEGREE	DISCIPLINE

SCHOLARSHIPS CURRENTLY / PREVIOUSLY HELD

SCHOLARSHIP NAME	DATES HELD (D/M/Y)	UNIVERSITY/ORGANIZATION

ACADEMIC PROGRAM FOR WHICH SCHOLARSHIP IS REQUESTED

Program: _____

Department: _____

Date of Acceptance
(D/M/Y): _____

REQUIRED ATTACHMENTS (CHECK BOXES TO INDICATE INCLUSION OF ATTACHMENT):

- ESSAY COMPLETING ALL THE REQUIREMENTS AS INDICATED ABOVE
- PROOF OF ENROLLMENT IN THE COURSE INDICATED IN THIS APPLICATION

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

I understand that any false or misleading information in my application or attached essay may result in disqualification from this scholarship and/or revocation of the scholarship if it is rewarded. I understand that it is my responsibility to submit all appropriate documents and records, as per the outline of the scholarship and that failure to submit these documents during the timeline stated will result in the forfeit of the scholarship, if it is rewarded.

I understand that my name, information and submitted essay may be used for Between Friends purposes, including publications.

Print Full Name: _____

Signature: _____

Date: _____

Applicants Initials _____