

# CHANCES Scholarships

## GUIDELINES

### 1. Purpose

CHANCES Scholarships, is a program supporting curriculum based opportunities for students of demonstrated ability and promise, and who are experiencing low income and/or hardship. A CHANCES scholarship can provide an opportunity to pursue their academic, music, sport, arts or leadership goals.

### 2. Eligibility

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

Applications will be accepted for eligible young people who attend Secondary school and tertiary education who are aged **12 to 25 years**.

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

Applicants must provide written evidence of financial disadvantage.

Applications will be accepted from educational facilities, training bodies and welfare agencies servicing students who **live or study** in the City of Boroondara.

Special circumstances applications may be accepted outside these timelines or guidelines.

### 3. Application Process

Applications will only be accepted on the CHANCES Scholarships application form and can only be submitted by the nominating professional person.

Application forms can be obtained from the Foundation Boroondara website [foundationboroondara.org.au](http://foundationboroondara.org.au) or by phoning the office of Foundation Boroondara on (03) 9278 4947 or (03) 9278 4763, and requesting to have the paperwork posted or e-mailed.

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

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

#### **4. Special Circumstance Applications**

Special circumstance applications can be submitted at any time. It is expected that these applications will meet the following criteria:

- The student was unaware of the CHANCES Scholarship Program and requires financial assistance/support to continue their education. To delay the application would significantly disadvantage the student and family.

It is expected that the referring professional will provide supporting documentation to verify that the application meets the above criteria.

Prior to making a special circumstance application, the referring professional should discuss the situation with the Project Officer – CHANCES Scholarships.

## ELIGIBILITY/CRITERIA

The CHANCES Scholarships assist talented young people experiencing financial disadvantaged to reach their potential.

### 1. Financials

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, (eg. Income Statement) and a letter from a financial counsellor/case worker through a local community agency explaining their financial circumstances.

### 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, (eg. music, art,sport, educational achievements, etc). **The nominator should be either the applicant's year level coordinator/school principal/well being coordinator.**

**For tertiary students, a lecturer or University professional who knows you.**

2.2 The committee will look favourably on a student who shows motivation/drive to achieve.

### 3. Progress

3.1 It is expected that people applying for a scholarship will demonstrate satisfactory progress at the end of their scholarship.

3.2 A minimum requirement to demonstrate progress of candidates would be a pass level in their program.

### 4. Time frame

4.1 Scholarships are awarded annually. Renewal applications for the following year will be considered. You will be contacted and invited to reapply.

4.2 The scholarships will clearly indicate how long they are awarded for.

4.3 Success in the initial application does not ensure that funds will be ongoing.

4.4 Applicants will need to reapply on completion of the set time of their scholarship for a subsequent scholarship.

## 5. Administration

5.1 Scholarship monies will be paid to the referring agency/school to be administered on behalf of the successful student.

5.2 Awarded scholarship funds must be spent within a **twelve month period**. Any unspent funds will remain with Foundation Boroondara. **Variations to the scholarship application must be referred to the selection committee for approval.**

## 6. Reporting

6.1 At the completion of a scholarship, a brief written report from the referring school/agency indicating the applicant's progress is required.

## 7. Selection process

A two step process is as follows:

- a) Each applicant will be contacted by phone to discuss their application. ***There will no longer be a formal interview procedure.***
- b) A subcommittee of educational professionals and a community support agency representative will assess the applications according to the criteria. The subcommittee then makes recommendations to the Board. All scholarships require approval by the Board of Foundation Boroondara.
- c) All applicants and the nominating professionals will be notified of the outcome in writing.

## 8. Awarding the Scholarship

- a) Secondary students will receive an acknowledgement presentation at their school
- b) All students, principals, teachers and families will be invited to the Foundation Boroondara AGM in November each year to receive their certificate and scholarship cheque.
- c) You may be asked to represent the Foundation in its promotion of the programs to schools and/or sponsors. This will only occur by mutual consent.