

PORTLAND PUBLIC HOUSING SCHOLARSHIP FUND

Deadline Friday April 15, 2011

Purpose:

The PPH Scholarship Committee's objective is to review all applications submitted by eligible public housing residents to determine who will receive an award and the amount of the award. No scholarship shall exceed **\$1,000.00** to any one recipient. The number of awards shall be determined by the committee and shall be limited to the amount of funds available for distribution. The decision of the committee shall be completed prior to the high school graduation ceremonies in Portland for the purpose of giving recognition to public housing students who are pursuing a post secondary education.

Eligibility:

Any graduating senior, any student completing a year of high school post graduate work, and who is awaiting acceptance into or has been accepted for admission to an accredited post secondary vocational school, college, or university, who is a legal resident of a Portland Housing Authority public housing development and can demonstrate financial need in order to attend such an institution. FSS participants, including those who may already be attending college, are eligible to apply for one year only.

Portland Housing Authority will ensure that scholarship recipients are selected without regard to race, color, religion, national origin, marital status, gender, age, sexual orientation, or handicapping condition by adhering to the policies written in the Portland Housing Authority's Affirmative Action plan.

Award Criteria:

Awards shall be distributed at the sole discretion of the committee. Awards shall only be granted to those students who meet the eligibility requirements as set forth above. Awards shall be based on the financial need of the student and the financial resources available to them, their academic performance (effort, attitude, as well as grades) and their references. It shall be understood that these grants in themselves will not be sufficient to cover any or all the gaps a student may be experiencing in meeting expenses to attend a post secondary institution and that they are meant to alleviate the shortfalls a student may be facing. Once the Committee determines who is eligible and deserving, the Committee will consider the total resources available to each student and base its decision on the impact the grant will have on their financial package.

Conflicts of Interest:

No committee member shall participate in any decision of an application if they are in any way related to the applicant.

Committee Meetings:

The committee shall determine for itself the number and duration of its meetings. These meetings shall be closed to the public to avoid any outside influence. The committee does reserve the right to interview the candidates and to call upon any references, parents, guardians, or school officials to verify the information contained in the application.

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ELIGIBILITY

Any graduating senior, any student completing a year of high school post graduate work, and who is awaiting acceptance into or has been accepted for admission to an accredited post secondary vocational school, college, or university, who is a legal resident of a Portland Housing Authority public housing development and can demonstrate financial need in order to attend such an institution. Family Self Sufficiency participants, including those who may already be attending college, are eligible to apply for one year only.

APPLICATION PROCEDURE

Application forms may be obtained from guidance counselors at any public or private secondary school in the Portland area, or the Portland Housing Authority, 14 Baxter Boulevard, Portland, Maine 04101.

This application consists of four sections:

- 1) **(Page 1)** Application for Financial Aid to be completed by student.
- 2) **(Page 2 & 3)** to be completed by the applicant's parent or guardians.
- 3) **(Page 4)** A recommendation from the principal/guidance counselor/teacher of the school now attending, which shall include the applicant's, standing in his/her class in secondary school, SAT scores or equivalent, and a transcript of school academic record must accompany the application.
- 4) **(Page 5)** One written essay of one to two pages covering why you want to continue your education and the goals you have.

All four forms that make up the application must be completed in their entirety and received by the Scholarship Committee, c/o Portland Housing Authority, 14 Baxter Boulevard, Portland, ME 04101 by **April 15th, 2011**.

Following receipt of the completed application forms and supporting documents, the Scholarship Committee may invite final candidates to a personal interview with the Committee in May.

PURPOSE OF THE SCHOLARSHIPS

The scholarships are provided through funds contributed by the Portland Housing Development Corporation and private donations. The donors provide that the Scholarship Committee may grant awards, in its sole discretion and in such manner as it determines best, for the education of deserving Portland Housing Authority public housing development residents in schools, colleges, and universities, and for their care and support while in attendance at such institutions.

AWARDS

Scholarships vary by applicant needs, number of responses and financial resources available to the Scholarship Committee. In the recent past, the committee has awarded one-year scholarships of varying amounts. Annual awards shall not exceed \$1000.00 to any one recipient and the number of awards shall vary.

FORFEITURE OF AWARDS

Recipients of PHA scholarships shall, in the case of students attending an accredited post-secondary school, forfeit their awards if they leave school before completion of their first or current semester and shall reimburse the PHA.

SECTION 1

**PORTLAND PUBLIC HOUSING SCHOLARSHIP FUND
PERSONAL INFORMATION**

This application consists of four sections: 1) personal information to be supplied by the student; 2) parents confidential statement; 3) statement by guidance counselor/principal/teacher; 4) essay. **All four sections must be completed and returned as one package per student on or before April 15th, 2011.** Mail applications to: Scholarship Committee, Portland Public Housing Scholarship Fund, c/o Portland Housing Authority, 14 Baxter Boulevard, Portland, ME 04101.

Applicant's Full Name _____ Home Phone Number _____

Permanent Residence: _____ Street Address _____ City _____ State _____ Zip _____

Name and Address of Applicant's Secondary School: _____	
Social Security No. _____ - _____ - _____	Birth date: Mo/Day/Yr _____ Marital Status: ___M ___S
Name of College or Institution: _____	
Attendance Accepted _____ or Pending _____	Curriculum or Field of Study: _____

(Make Estimates Where Necessary)

TOTAL EXPENSES FOR COLLEGE FIRST YEAR		TOTAL RESOURCES AVAILABLE TO STUDENT	
Tuition & Fees	\$ _____	Parents Contribution	\$ _____
Student's Room	\$ _____	Applicant's Savings	\$ _____
Student's Board	\$ _____	Income Anticipated during Summer	\$ _____
Clothing/Linen/Laundry	\$ _____	Income Anticipated during School Year	\$ _____
Medical	\$ _____	Recreation & Gifts	\$ _____
Transportation	\$ _____	Scholarships (list)	\$ _____
Other (Please List)	\$ _____		
Income from Annuities (Trust)	\$ _____	Survivor's Benefits, etc	\$ _____
Loans	\$ _____	Other (please list)	\$ _____
Total Expenses	\$ _____	Total Resources	\$ _____

Scholarships for which you have or will apply, but which have not yet been awarded:

<u>Source</u>	<u>Maximum Amount Expected</u>	<u>When Announced?</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION 2

PORTLAND PUBLIC HOUSING SCHOLARSHIP FUND

Please complete both pages and return with Student Application for Scholarship. The person(s) responsible for the student should answer the following questions.

Applicant's Full Name: _____

Relationship: (Circle one) Father Stepfather Guardian

Name: _____ Age: _____

Home Address: _____

Occupation: _____ Employer: _____

Relationship: (circle one) Mother Stepmother Guardian

Name: _____ Age: _____

Home Address: _____

Occupation: _____ Employer: _____

Applicant normally lives with:
____Father ____Mother ____Stepfather ____Stepmother ____Other

Check if applicable:
____Father Deceased ____Father Unable to Work ____Mother Deceased ____Mother Unable to Work

Number in family, including parents, applicant & all dependents _____

Number of children to be claimed as dependents on next tax return _____

Number of children (including applicant) away at school and requiring assistance during the coming year _____

Please estimate the amount of your parental support \$ _____

Parent's total income from other sources in last calendar year \$ _____

Amount of Federal Income Tax paid for last calendar year \$ _____

List total value of savings, stocks, bonds, property & assets \$ _____

This sum is the total of your assets \$ _____

Amount of other family indebtedness now outstanding \$ (_____)

This sum is the total of your liabilities: \$ _____

List total value of student's savings and other assets \$ _____

Estimated total income of parents for next 12 months \$ _____

SECTION 2

Please describe any special family circumstances (such as support of aging parents, catastrophic illness, etc.), which may strain your financial resources.

PARENT CERTIFICATION AND AUTHORIZATION:

I declare that the information reported on this form, to the best of my knowledge and belief, is correct and complete.

Signature

Relationship to the Student

Date

Section 4

Submit a one or two page typed essay that includes: the effect of Portland Public Housing on your life and the life of your family, and your personal goals including the reasons you want to continue your education.

Your application will not be complete unless Sections 1, 2, 3, 4 are received by the scholarship committee before April 15th, 2011. Submit only complete application to:

Scholarship Committee
C/o Portland Housing Authority
14 Baxter Boulevard
Portland, ME 04101