



### **BCPFF Burn Fund Bursary Policy**

1. To be eligible for the "Oswald Howell Memorial Bursary", the "Captain Alex Blake Memorial Bursary", "Dr. Charles Snelling Bursary", "Owen Cantlie Bursary" and the "Kris Biggs Memorial Bursary" and the "Kris Biggs Memorial Leadership Bursary", the student must be a Canadian citizen, a landed immigrant or deemed to be on refugee status living in British Columbia and a Burn Survivor.
2. Each Bursary shall be awarded to the student who is continuing their Post Secondary Education in an accredited Post -Secondary Educational Institute in British Columbia. If the educational facility is not accredited it will be at the discretion of the Bursary Committee to award the Bursary to that Institute.
3. The recipient must have graduated from Grade 12 or equivalent. If the student was unable to graduate from High School due to his/her burn injuries the bursary may be awarded to that student to assist he/she in the successful completion of high school and/or further Post Secondary Education Institute.
4. The recipient of any of these Bursaries should have the following attributes:
  - a. The student must also be a Burn Survivor who has spent at least 1 day in a hospital for treatment for their burn injuries
  - b. Has a positive attitude and has put forth a strong effort to achieve their personal best
  - c. Has made a positive contribution to the community
  - d. Has exemplified courage and strength in overcoming their burn injuries
5. The Burn Fund Bursary Committee will consist of 3 to 5 Burn Fund Directors, who will review all applications and make the selection on the basis of the material in the application and student need; not on Scholastic merit.

The Burn Fund Bursary Selection Committee will be responsible for:

- Establishing particulars as they relate to the criteria for the Bursary.
- Reviewing applications and choosing the recipient student.
- A Burn Fund Director or representative awarding the Bursary to the recipient at their Graduation Class.

Burn Fund Administration will be responsible for:

- Maintaining a relationship with the Central Okanagan Foundation & the Vancouver Foundation.
- Advising all donors/representatives of all Bursaries, the recipient's name, address, school etc. and invite the donor to present the bursary certificate at the annual burn camp kick off.

- Advising Judith Akins (Donor and daughter of Oswald Howell) the recipients name, address, school etc. of the Oswald Howell Bursary and invite Judith to present the bursary certificate at the annual bur camp kick off. Advise Judith Akins if no Bursary is awarded on a particular year
- Advising the Central Okanagan Foundation & the Vancouver Foundation of the recipients' name, contact information and the post - secondary institute information of where they will be attending.

NOTE: The decision of the Burn Fund Selection Committee will be final.

6. If the Bursary amount is greater than the tuition fees the student may use the remaining money to purchase books/materials for their enrolled class/es.
7. If there are no applications received on any given year, the Bursary Committee may award additional Bursaries subsequent years. A student is allowed to defer receiving payment of the Bursary for up to three years from the awarded date. If the award is not paid out during that time, the money is returned to the Bursary Fund.
8. The BCPFF Burn Fund Office must receive bursary applications no later than April 30<sup>th</sup> each year.

#### SELECTION CRITERIA

1. Must be a Burn Survivor who has been hospitalized.
2. Applications should include the following:
  - A covering letter which details future goals and objectives
  - A list of all school and community volunteer experience
  - Two letters of reference from employers, educational institutions, volunteer or community groups, etc. that support the applicant's work ethic, character, work experience, citizenship, leadership, etc.
  - Applicants Social Insurance Number
3. Preference will be given to those students who have attended the BCPFF Burn Fund Summer Camp for Burn Injured Children as a camper, junior counselor or counselor. (#3 required for eligibility for Biggs Memorial & Leadership Bursary)
4. Preference will be given to those students who have participated in fire safety, burn prevention and awareness in their school and/or community.
5. Preference will be given to those students that have connected to the adult burn program "The Future is Mine", through at least one of these:
  - FACEBOOK - The Future is Mine
  - Have scheduled a submission of their story for the Burn Fund website
  - Participated in one of the Future is Mine activities as offered by the BCPFF Burn Fund.