



ENDOWMENT FUND APPLICATION FORM

Instructions: Please complete this form electronically using MS Word. An electronic copy can be obtained from the Dean’s Office. Use additional pages if necessary and attach any supporting documentation. Return completed application to the Dean’s Office by the application deadline dates.

Note: The Endowment Fund Advisory Committee is comprised of Extended Education academic and support staff and a student representative. The Committee may request additional information from applicants prior to making a recommendation to the Dean.

Date of Application:

1. Name(s) of applicant(s) and affiliation with the Division (e.g. student, alumni, staff, instructor, etc.)

Name: Affiliation: Continuing Education

2. Mailing Address:

3. Daytime Telephone Number:

4. E-Mail Address:

Summary of Proposed Project (use additional pages as required)

5. General Objectives and Expected Benefits:

Continuing Education is requesting \$1500.00 for two scholarships that will be awarded to Metis students registered in one of the following social science programs:

- Certificate in Adult and Continuing Education
- Applied Counseling Certificate Program
- Case Management and/or Rehabilitative Case Management Certificate Programs

The role of Continuing Education at the University of Manitoba is to provide opportunities for adult learners to grow and develop their personal and professional skills, knowledge and abilities by offering a wide range of learning opportunities. While these opportunities may be accessible and widely available to adult learners who have the financial support of their employees, many who are working in social services or non-profit organizations often do not have access to professional development funds. These scholarships are an attempt to remove the financial barriers for Metis students who may

not have access to employer support or the personal financial means to participate in the above programs offered through CE.

6. Detailed Description of Project (as applicable to this proposal):

Students registered in any of the selected programs outlined above are encouraged to apply. Selection will be made by the Program Director and Administrator of the identified Certificate Programs and/or the Area Director of Continuing Education.

Selection Criteria: Applicants will be selected and the scholarships awarded to two Metis students who:

- (1) have completed at least one course in either the Certificate in Adult and Continuing Education Program, the Applied Counseling Certificate Program or the General and/or Rehabilitative Case Management Programs;
- (2) have achieved a minimum grade point average of 3.0
- (3) are not provided financial support through an employer or funding agency
- (4) give back to the Metis community through either paid employment or volunteer activities

Marketing:

In collaboration with Creative Services in Extended Education, we will prepare the appropriate materials for announcing the scholarship program within various Metis organizations in Winnipeg. The Scholarship information will also be highlighted in the Continuing Education newsletter, program material and on the CE home page

7. Amount of Funding Requested: (attach budget as appropriate):

\$1500.00 to be divided into two scholarships of \$750.00. This amount will cover the tuition costs for three courses which equates to a full year of registration in the program.