



Native Women's Association of Canada

Helen Bassett Commemorative Student Award 2016 Application Form

Applications must be received by FRIDAY July 15, 2016

1. Eligibility, Timelines, and Submission Options

Helen Bassett Commemorative Student Award:

The Helen Bassett Commemorative Student Award is prized at \$1,000 and awarded to four (4) Aboriginal women in Canada from each of the four traditional directions (North, East, South and West) who are currently in post secondary studies. Priority is given to those studying in law or justice related fields.

Eligibility Requirements:

- You must be pursuing post-secondary studies with priority given to law/justice studies
- Award is intended for Aboriginal youth under 31 years of age
- You must demonstrate financial need
- Priority given to students committed to improving the situation of Aboriginal women and youth in Canada politically, culturally, economically or otherwise

Timeline:

- **Application deadline: July 15, 2016 Midnight Eastern Standard Time**
NOTE: Applications received after the deadline will not be reviewed
- Application screening, review and selection process: approximately 1 month
- Selected students will be notified by August 31st, 2016
- Successful candidates announced by mid-September on our website
- Awarded amounts provided to successful candidates by September 30th, 2016

Choose only ONE (1) way to submit your application:

Select **only one** of the methods of submitting your application. If you do not receive confirmation within 5 business days, contact our office directly before resending.

1) **Email:** Preferred method for application submission. Documentation can be scanned as PDF OR mailed. Mailed photocopies of supporting documentation must be date stamped on or before deadline. **Email to:** yen@nwac.ca

2) **Mail/Courier:** Ensure your application arrives on or before the deadline.
Mail to: Attention: Helen Bassett Commemorative Student Award 2015
Native Women's Association of Canada
1 Nicholas Street, 9th Floor
Ottawa, ON K1N 7B7

3) **Fax:** Please **only** use the fax option if you are unable to submit your application by email or courier as fax documents can be blurry or not legible.
Fax to: (613) 722 7687

2. Personal Information

Personal Details			
Name			
Date of Birth		(YYYY / MM / DD)	
Age	Home Region (Check one)		Aboriginal Ancestry
	<input type="checkbox"/> South (Manitoba, Ontario, Quebec) <input type="checkbox"/> North (Yukon, Northwest Territories, Nunavut) <input type="checkbox"/> West (British Columbia, Alberta, Saskatchewan) <input type="checkbox"/> East (Maritimes, Newfoundland and Labrador)		<input type="checkbox"/> First Nation <input type="checkbox"/> Métis <input type="checkbox"/> Inuit
Contact Information			
Mailing Address			
Apt # & Street Address			
City or Community			
Province or Territory		Postal Code	
Home Phone (with area code)			
Email Address			
School email			
Name of School			
Field of Study			

3. Education History

High School Education

Name of High School

Street Address

City

Province

Postal Code

Began Studies (YEAR)

Completed Studies (YEAR)

POST-SECONDARY Education List most recent first

Name of Post Secondary Institution

Street Address

City

Province

Postal Code

Degree/Diploma - Field of Study

Began Studies (YEAR)

Anticipated Year of Completed (Note Date)

POST-SECONDARY Education Previous

Name of Post Secondary Institution

Street Address

City

Province

Postal Code

Degree/Diploma - Field of Study

Began Studies (YEAR)

Year Completed (Note Date)

4. 2016-2017 School Year Budget Breakdown

Please provide your income and expenses portions of the budget for an eight (8) month period. While you may be attending classes for a longer or shorter period, the budget breakdown is over a set time period so we can determine a standard to evaluate applicants on.

INCOME	Provide breakdown and additional comments or notes as needed	8 month TOTAL
Wages		
Bursaries/ scholarships		
Band funding (Post-Secondary Student Support Program funding or otherwise)		
Student loan		
Savings		
Government support (disAbility support payments, EI, etc.)		
Other(please specify)		
Other(please specify)		
INCOME TOTAL :		

EXPENSES	Provide breakdown and additional comments or notes as needed	8 month TOTAL
Tuition and fees		
Books		
School supplies (NOT including a computer)		
Computer and other equipment		
Housing/ Rent		
Utilities –electric, water, trash		
Food (groceries, eating out, coffee)		
Cell phone		
Internet		
Home Furnishing		
Transportation (bus pass, taxi, car)		
Car insurance/repairs/fuel		
Travel (home or other)		
Clothing		
Entertainment		
Laundry		
Childcare		
Health insurance (if not under parents or band)		
Medicine, Personal hygiene items		
Debt repayment (credit card payment etc)		
Other Expenses (please specify)		
EXPENSE TOTAL :		

5. Required Documentation

In order to verify your eligibility for the Helen Bassett Commemorative Student Award, we require documents specifying your age, your Aboriginal ancestry and your participation in post-secondary studies:

- Please provide proof of age: photocopy of birth certificate, driver's license or photo health card (front and back) are accepted.
- Proof of Aboriginal ancestry: Please provide a photocopy of proof of Aboriginal ancestry. A copy of your Status, Métis, or Inuit card will be used as acceptable forms of documentation. If you are a non-card holding Aboriginal student without community affiliation, confirmation of your Aboriginal ancestry can be provided using a parent or relative's Status, Métis, or Inuit card PLUS your birth certificate AND family tree.
- Letter of acceptance from the post secondary institution you will be attending OR for returning students; a) copy of your registration for fall/winter; or b) letter from your faculty/department confirming your status as a returning student

Your application will NOT BE PROCESSED if any of the three required documents above are missing. Please ensure your application is complete before submitting.

6. Student Essay

Please provide a 1 - 2 page essay (max 500 words) to describe the following:

- Personal accomplishments, extra-curricular activities, volunteer experience and involvement/contributions to your Aboriginal community
- Goals following the completion of your studies and how you plan to contribute to the social, legal and economic well-being of Aboriginal women
- Note any community activity (local, provincial or territorial) with Native Women's Association of Canada affiliated or related organizations
- Identify courses and/or directed studies related to law and justice (i.e legal studies, policing, or criminology)
- Briefly note financial need and state whether you will receive funding from other sources, grants or student scholarships

NOTE: Essays exceeding the 500 word criteria will not be reviewed. Include a Word Count at the end of the Essay.

7. Reference/Support Letter

Please provide **one (1)** reference/support letter, no longer than one (1) page, testifying to your community involvement and/or dedication to addressing Aboriginal women's issues (from a local community organization, council, teacher, etc.)

NOTE: Only **one (1)** reference/support letter is required - additional letters will **not** be reviewed

8. Consent/Release Form

I, _____;
(Insert name)

- provide NWAC with permission to use and publish my name and essay as an applicant and/or winner in NWAC promotional material, program reporting, website and announcements as related to the promotion of this award, NWAC program initiatives and the NWAC youth department;
- am aware that my Social Insurance Number (SIN) is required if I am selected for the Helen Bassett Commemorative Student Award (and NWAC may issue a T4(A) for awarded amount) and that it is my responsibility to claim this amount on my personal taxes;

By signing my name to this document, I hereby declare the information I have provided to be accurate and true; I understand that any misrepresentation of information will result in an ineligible application; I have read this application in its entirety and fully understand the requirements, I have reviewed the required documentation check list, application submission process and deadline and preferred method of submission.

Signature

Date

9. Checklist of Required Documentation

- All sections of 2016 Application Form are fully completed
 - Personal Information (page 3-4)
 - Education History (page 4)
 - 2016-2017 School Year Budget Breakdown (page 5-6)

- Attached are copies of required documents (requirements on page 7)
 - Proof of age
 - Proof of Aboriginal ancestry
 - Letter of acceptance/copy of registration/letter from faculty confirming status as a new OR returning student

- Student Essay is completed with a word count and is **no longer than 500 words** (requirements on page 7)

- Attached is the single Reference/Support letter, **no longer than 1 page** (requirements on page 8)

- Application form has been authenticated by signing the Consent/Release Form (page 8)

If any of the above checklist items are missing the application will be considered incomplete and not reviewed. Please carefully review your application to insure you have included all required documents.

10. Contact Information

For additional information, or questions regarding the Helen Bassett Commemorative Student Award and/or your Application, please do not hesitate to contact us:

The Native Women's Association of Canada

Telephone: 613 722 3033 ext 240
Toll Free: 1 800 461 4043
Email: yen@nwac.ca

Thank you for applying for the Helen Bassett Commemorative Student award!