



The Evelyn Henry Reconciliation Scholarship Information for Chapters

The Evelyn Henry Reconciliation Scholarship was established by P.E.O. Chapter T, Sherwood Park in memory of our dear sister who passed away suddenly in 2017. Evelyn was an active member of our sisterhood who was Métis and very proud of her Indigenous heritage.

This annual scholarship is administered by the P.E.O. Foundation and intended to provide financial assistance to a female student who is enrolled in a post-secondary institution, which includes courses in Indigenous Studies and a plan to use her education to further develop reconciliation between Indigenous and non-Indigenous peoples of Canada.

ELIGIBILITY

To be eligible to receive this scholarship, the applicant must meet the following criteria:

- Be a Canadian citizen or legal permanent resident
- Be a resident of Alberta or Saskatchewan for at least two years
- Be registered in any accredited Alberta or Saskatchewan post-secondary institution
- Be enrolled in courses and/or a program that will further develop reconciliation between Indigenous and non-Indigenous peoples of Canada
- Demonstrate financial need, based on a submitted budget projection
- Be committed to your educational goal, and reconciliation, as outlined in your application and letter of reference

And be sponsored by an AB-SK P.E.O. Chapter.

The number of scholarship(s) awarded, and the amount of each scholarship may vary annually. This scholarship may only be received once.

A chapter may propose an applicant more than once, but an applicant may only receive this scholarship once.

The EHRS Committee will review all applications based on the criteria outlined above.

Recipient(s) will be recommended by the Chapter T Selection Committee and final approval will be granted by the P.E.O. Foundation.

The nominating chapter will only be informed if/when their nominee has been selected and approved.

Please review the following carefully before interviewing and proposing a candidate.

PROPOSING AN APPLICANT

1. Interview potential candidates to determine.

- Eligibility
- Plans to use her education specifically to further reconciliation*.

*Note that this is a key consideration.

Completing required courses as part of an undergraduate degree in any field (including education or social services) would NOT in itself meet the eligibility criteria.

- Financial need
- Info that may assist you in preparing the Chapter Recommendation.

2. Any AB-SK P.E.O. member may nominate an applicant for this scholarship. Information about the applicant must be shared at a chapter meeting and the chapter must agree to the nomination by majority vote.
3. Following the chapter vote, contact the individual to provide instructions to access the application, and other required information including transcripts and a reference letter. Inform her of the date by which she must return her completed Application Package to your contact person.

When setting the date, keep the following in mind:

- a. Applicants must submit **official** transcripts. These must be ordered through the Department of Education which incurs a fee and may take some time.
 - b. Completed application packages must be submitted by the chapter to P.E.O. Chapter T, Sherwood Park, **to be received no later than April 1st of each year.**
4. Application Form
Applicants can access the Application Form from the Chapter T website at www.peochaptert.com and from the public area of the Provincial website at www.peoab-sk.ca (click on Provincial Philanthropies).
 5. If the applicant does not have a plan regarding how she plans to use her education to further reconciliation, or there is no demonstrated financial need, please do not submit the application.
 6. If the applicant is successful (and written permission has been provided) the nominating chapter may be asked to send a current photo and short biography to Chapter T.

REVIEWING THE APPLICATION

1. After receiving the completed application form, check that all conditions of eligibility have been met and clearly communicated.
2. Ensure that the applicant has submitted the following with her application package:
 - a. Application Form (complete with signature)
 - b. Original or copy of **official** transcripts*
 - c. Letter of Reference (in sealed envelope).
3. Check that the information regarding the applicant's reference (name, title, address, and phone number) is also completed on the application form.
4. Complete the CHAPTER RECOMMENDATION FORM provided in this document, including your chapter contact information.
5. Complete the CHECKLIST/COVER PAGE and include it as a cover page for your submission.
6. Send all the above **to be received by April 1st annually** to:
Evelyn Henry Reconciliation Scholarship Chair
P.E.O. - Chapter T
% Bonnie Hunka
5 Penguin Crescent
Sherwood Park, AB T8A 3H3

*Please note that an official final transcript of high school and/or post-secondary is required. Detailed academic reports or screen print inquiry of marks will NOT be accepted.

CHAPTER RECOMMENDATION FORM

Name of Applicant

Recommending Chapter

Chapter Approval Date

Chapter Contact

PLEASE COMPLETE THE FOLLOWING QUESTIONS (POINT FORM IS ACCEPTABLE):

1. Provide additional information regarding the applicant's academic record and educational programming as it relates to reconciliation.

2. Provide relevant information regarding the applicant's need for financial assistance.

3. Tell us what inspired your chapter to sponsor this applicant for the Evelyn Henry Reconciliation Scholarship?

Include any additional information regarding the applicant's educational pursuits, personal history, life challenges, and/or community involvement related to truth and reconciliation.

Donating to the Evelyn Henry Reconciliation Scholarship Fund

As per the requirements of The P.E.O. Foundation, the Evelyn Henry Reconciliation Scholarship Fund must always maintain a minimum balance of \$5000 USD.

The number of scholarships available each year will be based on the number of eligible candidates AND the amount of money in the fund, above and beyond the minimum required.

Donations may be added to the fund via The P.E.O. Foundation at any time.

It is important that the specific name of the fund (EHRS) is included for all donations.

CHAPTER CONTRIBUTIONS

All contributions from local chapters must be made payable to the AB-SK Provincial Chapter, and sent to the Provincial Treasurer with a note or memo line, referencing the Evelyn Henry Reconciliation Scholarship Fund.

Donations will be credited to the chapter and then forwarded to The P.E.O. Foundation Office.

INDIVIDUAL DONORS

Individuals may send a donation directly to The P.E.O. Foundation Office using the "International Chapter P.E.O. Sisterhood Individual Donation Form" (available on the international website). This form is strictly for individual gifts.

Individuals should make cheques payable to The P.E.O. Foundation and be sure to list the name of the fund on the form.

Individual donors also have the option of using the online donation system at www.peointernational.org.

Due to the large number of individual gifts received each week, the P.E.O. Foundation does not send receipts.

***PLEASE ENSURE THAT YOUR CHAPTER (INCLUDING YOUR CHAPTER TREASURER) IS MADE AWARE OF THIS INFORMATION.**

Evelyn Henry Reconciliation Scholarship

CHECKLIST/COVER PAGE

Please find enclosed the scholarship application from P.E.O. Chapter _____, _____ (city)
for: _____ (name of applicant).

Enclosed are the following attachments:

- Chapter Letter of Recommendation
- Completed and signed Application Form
- Official high school or post-secondary transcripts (as applicable) Sealed
- Letter of Reference

Chapter Contact

Email address

Phone number

Date submitted