



Toronto
Community
Housing



Alexandra Park Revitalization Scholarship

2024-25 Scholarship Program

Information package and application

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About the scholarship program

The Alexandra Park Revitalization 2024-25 Scholarship program recognizes the commitment of Alexandra Park Toronto Community Housing (TCHC) tenants/Atkinson Co-op residents to bettering the world around them and cultivate change in their field of interest.

The Alex Park Revitalization Scholarship is intended for **Alexandra Park TCHC tenants and Atkinson Co-operative residents over 17 years of age**, with the goal of obtaining a post-secondary degree, training, or academic certificate from a credited Canadian educational institute.

What does the program offer?

- Scholarship awards will be paid directly to the post-secondary/training institution upon proof of enrollment and current invoice. Programs may be full-time or part-time, in-person, online, or hybrid.
- Scholarship award **values of up to \$3,000** cover tuition fees for any program at a post-secondary institute or training school (i.e. college, university, trade school).
- Bursary award **values of up to \$500** to cover additional expenses to attend school will be paid directly to the student upon proof of enrollment.

When is the application due?

Friday May 24, 2024, at 5 p.m.

If you have questions or need help, please contact Jade Shulist at jade.shulist@torontohousing.ca or **437-922-3303** before **Friday, May 17, 2024**.

Supports available

- **Virtual information session:**
 - Tuesday, April 23, 2024, from 7 to 8 p.m.
 - Link provided upon registration
- **In-person information session:**
 - Tuesday, May 7, 2024, from 1 to 3 p.m. and 6 to 8 p.m.
 - Alexandra Park Community Centre, 105 Grange Ct., Toronto

Please contact Jade Shulist at jade.shulist@torontohousing.ca or **437-922-3303** to register.

One-on-One Support with the Application

Examples of support that is available from TCHC:

- Editing
- Filling in the electronic form
- Figuring out your budget
- Identifying a strong reference person
- Reviewing your personal and/or financial statement

If you face any barriers to submitting your application, have any questions about the application process or the scholarship program, need a translation or paper copy of the application, please contact Jade Shulist at jade.shulist@torontohousing.ca or **437-922-3303**.

Who is eligible?

Alexandra Park Toronto Community Housing tenants or Atkinson Co-op residents who can answer **yes** to all of the following:

- I am an Alexandra Park TCHC tenant/Atkinson Co-op resident.
- I am a resident in good standing with respect to rent payments.
- I am entering or am currently enrolled in a post-secondary institution (college, university) or taking training courses from a credible training

or academic institution (e.g., college, career academy, trade school) on either full-time or part-time basis.

- I am able to demonstrate community involvement and/or leadership.
- I am able to demonstrate a need for financial assistance.

Note: Recipients may receive a maximum of \$10,000 from the scholarship program throughout the revitalization period.

What is community involvement and/or leadership?

Community involvement is meaningful, consistent participation in activities that support and improve people's well-being. A community may be geographic (building or neighbourhood) or based on shared experiences and interests (e.g. faith, social or school group you are involved with).

When you take initiative, support, and work with others in your community you are involved in your community and taking a leadership role.

Some examples:

- Since the start of high school, **A** has run art workshops for children and their parents each summer at the local community centre.
- **B** is a newcomer to Canada. He has not had an opportunity to volunteer here, but back home was active with a local charity that advocates for food security.
- **C** is a mother of three, cares about healthy nutrition and wants to share her experience with other mothers. Each month she runs an event to share affordable recipes and tips, as well as a club at the local library where neighbors get together to talk about healthy food and self-care.
- **D** likes singing and performing at local events. Through her songs, D gives the message of hope, and encourages care and love for self, others, and the Earth.

What needs to be submitted with the application?

Applications may be submitted online or in-person.

To apply for the scholarship, please complete the application package:

- Application form
- Reference(s)
- Career and education plan
- Personal statement
- Financial statement
- Budget, OSAP estimation/final award statement

How to prepare your application package:

Online:

- Gather your required documents.
- Complete application and submit through TCHC Alex Park Microsite at <https://stories.torontohousing.ca/alexpark/community-economic-development/education-and-training/index.html>
- Submit your Personal and Financial statements in the designated boxes on the application form.
- Supporting documents including résumé, reference letter(s), and optional documents can be saved and uploaded as separate documents.
- Receive confirmation of applications successful submission.
- Email jade.shulist@torontohousing.ca if you did not receive confirmation.
- Save a printout showing your submission confirmation.

Paper:

- Gather your required documents.
- Paper applications may be picked up at Alexandra Park Community Centre, 105 Grange Ct., Toronto.

- Supporting documents including Résumé, reference letter(s), report card/academic transcripts (or equivalent), and optional documents can be copied and included.
- Once completed and signed, put into the provided envelope with “Full Name” AP Scholarship 2024 on the front and return to Alexandra Park Community Centre, 105 Grange Ct., Toronto.
- Or scan and email your completed application package to Jade Shulist at jade.shulist@torontohousing.ca. Contact Jade at **437-922-3303** if you have any difficulty submitting.

If you are a person with a disability and need the application in an alternative format or any other accessible accommodations during the process, please contact Jade Shulist at: jade.shulist@torontohousing.ca or **437-922-3303**.

How are recipients chosen?

The Alexandra Park Revitalization Scholarship places a high value on individuals who are committed to their learning goals and accomplishments, have demonstrated leadership in their communities, and are committed to the betterment of society.

Applications will be reviewed by a Scholarship Committee and evaluated based on:

- Community involvement and/or leadership (see examples on page 5)
- Learning goals
- Academic accomplishments (if applicable)
- Financial need
- Workplace and volunteer experience (i.e. résumé)
- Education plan

1. Application form

Personal Information

Full name: _____

Date of birth: _____

Address: _____

Phone number: _____

Email address: _____

Education information

Name of the high school or learning institution you most recently attended:

Location of the institution (city/country):

Name of post-secondary educational or training institute you will be or hope to be attending this year:

Address of the institute:

Name of program of study/courses:

Full-time or part-time program/course load?

Please indicate your current educational situation (select all that apply):

Mature student (over 29 years old/out of school for five or more years)

First year post-secondary student.

Currently enrolled in a post-secondary institution or training program.

Other (please specify): _____

2. Reference

Please attach **up to** two reference letters (no longer than one page single-spaced) that outline:

- Your community involvement and contribution to your community/communities (This could be as part of the Alexandra Park Revitalization, the Alexandra Park Community Centre, a faith community, a school community, a cultural community, or any other group you consider to be your community)
- Your likelihood for success in your proposed program, which can include your commitment and any past achievements.

Please feel free to submit one letter only if you have a reference who can speak to both of the points above. Letters must be provided in English.

Note: It can take time to reach out to your references and get reference letters. We encourage you to start this process as soon as possible.

A sample letter is available upon request. Contact Jade Shulist at jade.shulist@torontohousing.ca or **437-922-3303** if your reference requires a sample letter template.

Who can be your reference?

Someone who knows you and is familiar with your academic, community, and/or work-related activities. Examples include a representative of your school or learning institution, a community agency, volunteer or work mentor, supervisor, or manager.

Reference #1:

Name: _____

Relationship to you: _____

Phone number or email address: _____

Reference #2:

Name: _____

Relationship to you: _____

Phone number or email address: _____

3. Résumé/CV

Please attach a résumé/CV highlighting your education, work and volunteer experience, skills, and interests.

4. Education plans

Please complete the education plan below:

Career goals

What program(s) are you applying for or enrolled in?

*If you are applying for multiple programs, please indicate **your first choice** and answer the questions below based on your first choice.*

Education required

What are the entry requirements of the program?

For example, does it require a high school diploma, specific work experience, portfolio, language test.

Do you meet the requirements?

What is length of the program or course(s)?

According to the institution you are applying to or currently attending, how many courses are considered a full-time load?

How many courses will you be taking over the coming year (12-month period after the program starts)?

Upon completion, what will you receive?

- A diploma or certificate
- A college or university degree
- A license or accreditation
- Other (please specify) _____

Education background

What education have you completed to date? (select all that apply)

- High school diploma or equivalent, OSSD, GED
- Pre-apprenticeship/co-op
- Certificate/diploma for specific practice/skill
- A college or university degree
- Other (please specify) _____

5. Budget and Financial Statement

Eligible scholarship value will be evaluated based on completed budget chart, financial statement and OSAP Grant estimator attachment.

1. Budget

Please complete this budget plan for the coming learning/academic year (12-month period) outlining your expected sources of income, financial aid, and estimated expenses.

Estimated income (for 12-month period)	
Employment income	\$
Non-employment income (e.g. other scholarships, bursaries)	\$
Family contributions	\$
Other (e.g. savings, Registered Education Saving Plan, OSAP , etc.)	\$
Total income (for 12-month period)	\$

Estimated education expenses (for 12-month period)	
Tuition and fees	\$
Textbooks and course supplies	\$
Student health and dental (if not included in tuition fees)	\$
Travel or transit expenses	\$
Other (please specify)	\$
Total education expenses (for 12-month period)	\$

Estimated living expenses (for you and your dependents, for 12-month period)	
Rent	\$
Groceries	\$
Childcare	\$
Other (please combine amount and list details below)	\$
Total living expenses (for 12-month period)	\$

Summary of income and expenses (for 12-month period)	
Total income	\$
<i>Minus</i> Total education expenses	- \$
<i>Minus</i> Total living expenses	- \$
Estimated balance (for 12-month period)	\$

Subtract your total education and expenses from your total income for the estimated balance.

2. Financial statement

This is an important component of your application. Along with the budget, it helps the Scholarship Committee understand your financial need that may prevent or impede you from pursuing your studies or training.

In addition to this section, you must complete attach a printed OSAP calculation estimation, which can be found at:

<https://osap.gov.on.ca/AidEstimator2324Web/enterapp/enter.xhtml>

Please describe in 300 to 500 words (equivalent to approximately one page single spaced):

- Your financial need (including any additional scholarship or sources of funding you may receive).
- Circumstances that may affect your financial stability during your studies.
- Any systemic barriers or other barriers that you face and how this scholarship will help alleviate those barriers.
- Whether you plan to be employed during the year and the average number of hours you expect to work per week.

Maximum words: 500

6. Personal statement

This is an important component of your application. It helps the Scholarship Committee understand who you are and why you should be awarded an Alexandra Park Scholarship.

Please use the space provided (200-300 words) to write a response to each of the questions below.

- Tell us more about yourself. Please include how long you have lived in Alexandra Park, your future learnings and career goals, highlight any barriers that may have prevented you from continuing your education, and explain how this scholarship will help you reach those goals and contribute to your community.

Maximum words: 300

- Tell us about some of the volunteer work, community involvement, and/or leadership roles you have been a part of. Provide examples and specify the approximate frequency of the experience that you are describing (e.g. once a week, once a month, once a year, one-time event, etc.).

A large, empty rectangular box with a thin black border, intended for the applicant to provide examples of volunteer work, community involvement, and leadership roles as requested in the bullet point above.

Maximum words: 300

7. Certification

Please read and make sure that you understand and agree with the following:

I certify the above information is accurate and complete and I understand that any false or incomplete information may invalidate my application.

I accept that scholarship decisions may only be made by the Alexandra Park Scholarship Program Scholarship Review Committee and are final.

I understand that scholarship funds will only be granted to me when:

- I submit all the documents included in the “*Scholarship Claim Package*,” **AND**
- Present proof of enrollment in a recognized Canadian post-secondary educational program.

Should I be awarded a scholarship, I agree to:

- Submit a biography of myself.
- The public release of my name, biography, and photograph. If you have questions about this, contact Keir Gibson at keir.gibson@torontohousing.ca or **437-882-6154**.

I understand that:

- Requests for scholarship deferrals will not be granted and scholarships must be accepted through email no later than **Friday, July 5, 2024**.
- The scholarship award will be released to the post-secondary institution upon registration in courses and providing TCHC staff with the requested documentation, such as OSAP Grant estimation and final invoices, within the specified timeframes.
- The bursary will only be released once the scholarship invoice is satisfactorily paid and TCHC staff are provided with the required information to properly set up as a payee in TCHC system.

I understand that if I am a scholarship recipient, I intend to:

- Attend the awards ceremony.
- Participate in at least one (1) Alexandra Park initiative, such as:
 - Attend one (1) Revitalization Working Group meeting.
 - Promote next year’s scholarship.
 - Volunteer at an Alexandra Park community project or event.

Signature of Applicant
(Please insert your initials)

Date (mm/dd/yy)

8. Application checklist

Please review this checklist carefully to ensure a complete application package is submitted. **An incomplete package will NOT be considered.**

Completed application and signed certification. Ensure all sections have been completed in full.

Financial documents – Financial Statement, Budget, and **OSAP Estimation printout** showing eligible GRANT amounts. You may click the ‘No Loan’ option which will only show your eligible Grant funding.

Supporting documents – résumé, references, and any additional portfolio links, clippings, etc.

Privacy notice

The personal information requested on this form is collected under the authority of the *Housing Services Act, 2011* and *s. 28(2) of the Municipal Freedom of Information and Protection of Privacy Act*. The information will be used for the purpose of administering and planning outreach efforts for the Alexandra Park Scholarship and general administrative purposes. If you have any questions about the collection of this information, please contact, William Mendes, William.Mendes@torontohousing.ca or **416-678-3439**.