

## SWCA Foundation

*“Enhancing Southwest Washington through grants for education and community outreach”*

7017 NE Hwy 99, Suite 214  
Vancouver, WA 98665  
(360) 694-7922 | [www.swca.org](http://www.swca.org)

### **Scholarship Application Packet & Instructions**

The Southwest Washington Contractors Association (SWCA) Foundation awards scholarships to SWCA members, their employees, the children of members/members’ employees, and others who are enrolling in full time secondary education. This scholarship is available to students entering or attending community colleges, vocational-technical schools, or 4-year colleges/universities. Any questions regarding this application may be directed to Lisa Cartwright at [lisa@swca.org](mailto:lisa@swca.org) or (360) 694-7922.

#### **Application Packet**

You must submit the following five (5) items to complete your application packet:

1. **The SWCA Scholarship Application form.** Please fill in all blanks completely, or mark with ‘N/A’ if not applicable. Applicant may be disqualified if blanks are left on application. Information is strictly confidential.
2. **Three (3) letters of recommendation** from persons who will describe qualifications that make you a logical choice for one of the SWCA Foundation scholarships. At least two (2) letters should be from people who interact with you in your professional life: Supervisors, co-workers, teachers, etc., and one (1) letter should be from your SWCA affiliated contact.
3. **An unofficial copy of your academic transcripts with grade point average** from the (a) last two (2) semesters, (b) last three (3) quarters, or (c) a copy of your most recent transcripts.
4. **Your personal essay** (Typed double space, font size 12).
5. **A recent photo** for publication of recipients. Your photo can be returned if desired.

#### **Additional Requirements**

In order to connect scholarship funds with individuals who are community-minded, we require all recipients to complete fifteen (15) hours of volunteer work through the Southwest Washington Contractors Association.

#### **Application Deadline**

All application packets must be postmarked or delivered to the SWCA office by **April 28<sup>th</sup>, 2017 at 4:00 p.m.** The SWCA Foundation Scholarship Committee will select recipients in the month of May. All applicants will be notified of their final status. The finalist may be asked to participate in an interview with the scholarship committee prior to the committee’s awarding of the scholarships.

**Please submit all information together in one (1) packet and mail or hand-deliver to: Southwest Washington Contractors Association, 7017 NE Hwy 99, Ste. 214, Vancouver, WA 98665.**

#### **Evaluation Criteria**

Applications will be judged according to the following criteria:

- Academic Record
- Work Experience
- Community Service/School Activities/Extra Curricular Activities/Awards
- Letters of Recommendation
- Presentation of Application/Essay

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**Distribution of Scholarship Funds**

Checks will be sent directly to the institution. Checks may be issued to the applicant upon verification of enrollment. If checks are issued directly to the student, the student must provide the SWCA with a receipt for educational expenses that were covered by the scholarship.

**Questions**

If you have any questions, please direct them to Lisa Cartwright at [lisa@swca.org](mailto:lisa@swca.org) or (360) 694-7922.

**Scholarship Amount**

A minimum scholarship amount of \$500.00 will be awarded to each selected applicant.

**Scholarship Application Packet & Instructions**

**Personal Data**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Name of Qualified SWCA Member: \_\_\_\_\_  
Relationship to Qualified SWCA Member: \_\_\_\_\_  
Qualified SWCA Member's Employer (Enter WSUV or Skills Center if Applicable): \_\_\_\_\_

**School Information**

I would like to use the scholarship to attend the following school:

Name	Street Address	City, State, Zip Code
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I am seeking a \_\_\_\_\_ certification or a degree in \_\_\_\_\_

Are you currently enrolled in a post-secondary education? (Circle one) Yes/No

If yes, where?: \_\_\_\_\_

My current class status there is: (Circle one, if applicable)

Freshman      Sophomore      Junior      Senior

I will graduate in the year \_\_\_\_\_ My current cumulative grade point average \_\_\_\_\_

**Education History** (Attach additional sheet if necessary)

High School and/or College	Graduation Date
_____	_____
_____	_____
_____	_____

**Employment History**

List your last two (2) employers (present to previous)

Current Employer Name & Address:

\_\_\_\_\_

\_\_\_\_\_

Dates of Employment: To: \_\_\_\_\_ From: \_\_\_\_\_ Hrs. Worked per week: \_\_\_\_\_

Job Title: \_\_\_\_\_ Phone # \_\_\_\_\_

Job Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Previous Employer Name & Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dates of Employment: To: \_\_\_\_\_ From: \_\_\_\_\_ Hrs worked per week: \_\_\_\_\_

Job Title: \_\_\_\_\_ Phone # \_\_\_\_\_

Job Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Community Service/School Activities/Athletics**

Activity: \_\_\_\_\_ • Office held: \_\_\_\_\_

Dates: To: \_\_\_\_\_ From: \_\_\_\_\_ Hours per week: \_\_\_\_\_

Activity: \_\_\_\_\_ • Office held: \_\_\_\_\_

Dates: To: \_\_\_\_\_ From: \_\_\_\_\_ Hours per week: \_\_\_\_\_

Activity: \_\_\_\_\_ • Office held: \_\_\_\_\_

Dates: To: \_\_\_\_\_ From: \_\_\_\_\_ Hours per week: \_\_\_\_\_

In the space below, please choose two of your extra-curricular activities and describe your time commitment, offices held, special projects, etc. and how the experience has affected your life (attach additional sheet if necessary):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**Financial Assistance**

Have you been awarded financial assistance for your upcoming school year from any other source? (Circle one)  
Yes/No

If Yes, please indicate the source of financial assistance:

Source: \_\_\_\_\_ Amount Received \$ \_\_\_\_\_

Source: \_\_\_\_\_ Amount Received \$ \_\_\_\_\_

In the space below, please explain why you are applying for this scholarship. Please note that receiving funds from other sources will not preclude award of this scholarship.

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**Letters of Recommendation**

Attach three (3) Letters of Recommendation submitted on your behalf that include the following information:

How long have you known applicant? What is your relationship to applicant?

Why are you recommending applicant for this scholarship? (Typed double space, font size 12).

**Essay**

Write a (2) page essay about yourself and include the following information.

Provide a short background summary of your personal life including what role you play in your family, your interests, and accomplishments. State your career goals including your field of study, why you selected this field, and what you hope to achieve by pursuing additional education. (Typed double space, font size 12).