



Pittsburgh Community Benefit Fund Scholarship Application Instructions

Application deadline: April 30 at 11:59pm.

Submission: By email to info@pcbf.org. Applicants should create a single PDF file that contains:

- Your completed, signed, application form.
- A copy of your high school transcript.
- A letter of reference.

Decisions: The number of scholarships available in a given year will vary. A number of scholarships will be designated for students entering the trades and apprenticeship programs. Scholarship decisions will be communicated by the end of the school year.

Background

The Pittsburgh Community Benefit Fund (PCBF) is a community-based, non-profit corporation, the purpose of which is to provide support, benefits and assistance to the residents of the community of the former Pittsburgh Township by:

- Developing and fostering community spirit, promoting organized athletics, arts, recreation, education, civic emergency, social service and other community endeavours, promoting, developing and operating educational, recreational and athletic facilities and equipment within the community; and
- Undertaking such other complementary purposes not inconsistent with these objectives.

Scholarship Eligibility

PCBF scholarships are open to secondary school students who meet both of the following criteria:

- 1) Residents of the former Pittsburgh Township, as defined by the area of Countryside or Pittsburgh Districts east of the Cataraqui or Rideau Rivers;
- 2) Graduating, with plans to continue in trades training or education in trades and apprenticeship programs OR graduating, with plans to continue in post-secondary education (university, college, or other).

The scholarships are merit-based awards with a strong emphasis on community involvement. The PCBF considers the following four major components as part of community involvement, and recognizes that not all applicants will be equally involved in all four:

- Employment and/or trade experience,
- Volunteering,
- Extra-curricular activities, and
- Academics.



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Letter of Reference

There are two options for submitting the letter of reference:

- 1) Confidential submission: For representatives from organizations or school boards with policies requiring that students not have access to their letters of reference, the referee may email the letter themselves to info@pcbf.org with the subject line: Letter of Reference for Applicant Last Name, First Name.
- 2) Student submission: Alternatively, referees can provide their letter directly to the student who will attach it to their application. Referees are asked to prepare their letter as a PDF file and provide it to the applicant. Referees should ensure they date and sign their letter and provide contact information (email address or telephone number) should the Scholarship Committee require further information.