



# 2020 Youth and Family Opportunity Bursary Guidelines

MARCH 2020

OUR SHARED  
VISION

Safe and  
thriving  
children and  
youth

Empowered  
families

Stronger  
communities

## Who can apply for a bursary?

The Catholic Children's Aid Society (CCAS) of Hamilton, through the generosity of our dedicated donors, is able to offer a number of bursaries to support and enhance the life outcomes of individuals served by the agency. This includes:

- Current and former wards
- Kin families
- Children and parents receiving services from the agency
- Children in families that foster children through CCAS (to a maximum of one bursary).

Bursary awards are considered to support any activities that are seen to be life-enhancing, such as:

- ongoing education and skills training;
- employment outcomes and possibilities (ie, specialized equipment purchase, computer purchase, ongoing training).

If you are thinking about taking on a new, life-enhancing activity and would like to check its eligibility for bursary funding, please contact Lisa Hostein at 905-525-2012 x3256.

## When are bursaries available, and how much are they?

Bursaries are \$2,500 each and are awarded once per year. The **2020 application deadline is Tuesday, April 28 at 4:30 pm**. Funding decisions are made and communicated to applicants in May. Bursaries are awarded at our Annual General Meeting, which is held on Monday, June 22, 2020. It is mandatory that bursary recipients attend this event.

## How do I apply for a bursary?

The bursary application can be found on the [CCAS website](#) under the *Services and impact / Bursaries and scholarships* menu heading. You should review it well in advance of the application deadline. If you have any questions or concerns, contact Lisa Hostein at 905-525-2012 x3256. You can also speak to your worker for guidance. It is a good idea to let your worker know if you are applying for a bursary, as your worker may be contacted during the review phase for additional information.

Applications must be submitted to CCAS by Tuesday, April 28 at 4:30 pm via the CCAS website. **Late applications will not be considered.** All questions must be answered and incomplete applications may not be considered.



## How are applications reviewed?

Applications are reviewed by a team of CCAS of Hamilton staff who bring a range of perspectives to the review process. Your worker will not be on the Review Team, but the team will consult with your worker to gain a more complete picture of your application

The Review Team will consider and compare the following aspects of each application when making its funding decisions:

- eligibility of the application and the proposed life-enhancing activity;
- completeness of the application;
- demonstrated ability to set and meet goals;
- financial need.

Please note, preference will be given to applicants who have not previously received a bursary from the agency.

## If my application is successful, what then?

**It is a mandatory requirement that all successful applicants attend the agency's Annual General Meeting on Monday, June 22, 2020** to be recognized as a bursary recipient and to say a few words of thanks to the audience of approximately 100 guests, including donors. Your family and close friends are welcome to attend. You can ask your worker for assistance in preparing your brief comments.

**Please note, disbursement of funds will be directed toward tuition at your selected post-secondary institution, or distributed as a reimbursement for supplies (ie, books, laptop) only with proof of purchase.** You can discuss the disbursement of funds further with your worker or contact Lisa Hostein at 905-525-2012 x3256.

## Can I apply again for another bursary the following year?

Yes, you can apply for another bursary to support multi-year activities, or to support a new life-enhancing activity. However, preference will be given to applicants who have not previously received a bursary from the agency. The next application deadline will be in the spring of 2021.

## What if my plans change and I don't pursue the activity that I received a bursary for?

If your plans change, you must contact Lisa Hostein at 905-525-2012 x3256 to let her know about the change.

## If I have questions, who should I contact?

You can contact Lisa Hostein at 905-525-2012 x3256.

