



Lunenburg Regional
FES
Fire & Emergency Services

General Operating Guideline # 2000

Subject: LRFES Student Bursary

Approval: August 17, 2017

Section 1: Purpose

The purpose of The Lunenburg Regional Fire and Emergency Services Student Bursary (LRFESSB) is to provide financial assistance to students who are pursuing post-secondary studies in academia or trade. This bursary is intended to recognize and reward students showing contribution to the fire and emergency services in support of their community.

Section 2: FSB Bursary Award

LRFESSB is \$ 500 awarded annually to the successful applicant. There is one award only to any successful applicant in any year.

Section 3: Funding

This program is funded by the Lunenburg Regional Fire and Emergency Services Association.

Section 4: Eligibility Criteria

The basic eligibility criteria for the bursary are as follows:

- 1) A student graduating from one of the following high schools and with acceptance at a post-secondary level academic or trade studies institution.
 - a) Bridgewater High School
 - b) New Germany High School
 - c) Parkview High School
 - d) Centre Scolaire de la Rive Sud
- 2) A graduating student who is an active junior member or member with a Fire Department listed as a member of the Lunenburg Regional Fire and Emergency Services Association or has a parent or legal guardian who is currently serving with a Fire Department listed as a member of the Lunenburg Regional Fire and Emergency Services Association.

Section 5: Applications

Each application must be complete and will only be considered once. To be considered the application must include the following:

1. A completed application form signed by applicant and parent or legal guardian.
2. A copy of a recent school transcript.
3. A copy of Acceptance at a post-secondary level academic or trade studies institution.
4. A covering letter as a brief introduction and personal resume describing why the applicant requires the bursary and providing detail as to his/her involvement in the fire and emergency services i.e. active service, support, fund raising etc., the community i.e. coaching sports, helping seniors, other volunteer services etc., hobbies, athletic and academic interests and future career plans.
5. A Reference Letter from an adult who is not a family member e.g. another firefighter, Fire Chief etc

Original: May 30, 2017

Approved August 17, 2017



General Operating Guideline # 2000

Subject: LRFES Student Bursary

Approval: August 17, 2017

Applications are to be sent to the Secretary/Treasurer of the LRFES at the address below. All submissions are the property of the LRFES and will not be returned.

Mail application and all supporting documents to:

Lunenburg Regional & Emergency Fire Services

P.O. Box #263

Bridgewater, Nova Scotia, B4V 2W9

Attention Treasurer

Section 6: Review and Approval

Complete applications received by the deadline of the April 15 will be reviewed by the Funding Committee. The Funding Committee in accordance with award guidelines shall have the authority to make the final recommendation to award bursaries up to the maximum amount. Final approval of the award will be by a majority vote from the LRFES membership.

Section 7: Payments

All funds are paid out by the LRFES in the name of the LRFESFSB, will be paid on behalf of the successful applicant to the post-secondary institution of his/her choice.

Original: May 30, 2017

Approved August 17, 2017



Lunenburg Regional
FES
 Fire & Emergency Services

General Operating Guideline # 2000
Subject: LRFES Student Bursary
Approval: August 17, 2017

LRFESSB Application Form

Date: _____

Student Name: _____ Student Date of Birth: _____

Home address: _____

Other Mailing address if applicable: _____

Phone Contact: _____

High School attended in grade 12: G.P.A. _____

Principal: _____ Principal's Signature: _____

Which Fire Department are you a member of: _____

or Do you have a parent or legal guardian serving with a LRFES Fire Department? _____

Fire Department name: _____

Name of School or Institution you will be attending: _____

What program are you enrolled in? _____

Do you have other sources of income towards this education? e.g. Federal, Provincial, self financed, other bursaries

What expenses do you have for this school year which can be supported by the LRFESSB ? e.g. school tuition, text books, electronic supplies (computer, calculator, electronic programs), other

Have you applied for this bursary before? YES NO If yes, when _____

Briefly outline below and attach a complete resume in which you let us know why you require and should receive this bursary.

Original: May 30, 2017
Approved August 17, 2017



Lunenburg Regional
FES
 Fire & Emergency Services

General Operating Guideline # 2000

Subject: LRFES Student Bursary

Approval: August 17, 2017

I certify by my signature that all information that I have submitted for consideration to be correct. I understand that the LRFES representatives may contact any person that I have submitted as reference, or for any other reason included in my application, for consideration of the LRFESSB. I understand that any funds that I may receive will be paid directly to the post- secondary institution that I choose to study. I understand that if my plans change and no longer meet the eligibility requirements, I will advise the LRFES and return the funding.

Applicant

Signature: (Year) (Month) (Day) _____

Parent or legal guardian

I hereby declare that all information given above is complete and true in every respect

Signature: (Year) (Month) (Day) _____

Fire Chief

I hereby declare that _____ is an active Junior member or member of the _____ Fire Department and has completed _____ year(s) of service.

or

I hereby declare that _____ is the son/daughter or legal dependent of _____ who is a member of the _____ Fire Department.

Signature: (Year) (Month) (Day) _____

Original: May 30, 2017
Approved August 17, 2017



Lunenburg Regional
FES
Fire & Emergency Services

General Operating Guideline # 2000

Subject: LRFES Student Bursary

Approval: August 17, 2017

LRFES Executive Use Only
Funding Committee
Criteria for Bursary Award

Applicant must meet the following basic eligibility criteria:

1. Meet the requirements outlined in Section 4 Eligibility
2. Submitted a complete application form signed by applicant and parent or legal guardian on or before April 15 of the application year.
3. Submitted a copy of a recent school transcript.
4. Submitted a copy of Acceptance at a post-secondary level academic or trade studies institution.
5. Submitted a suitable covering letter and a comprehensive resume showing need and details as to involvement with the fire services, training, years of service or future and any other areas of community service that the applicant is involved in e.g. coaching sports, helping seniors, other volunteer services etc.
6. Submitted a Reference Letter from an adult other than a family member.

In addition to meeting the basic eligibility criteria, award of the bursary will be determined upon evaluation of the following:

Evaluation	Maximum Points	Points awarded	Notes
1. Applicant's GPA in graduating year.	40		
2. Applicant's contributions or plans to pursue future involvement and contribution to the fire and emergency services or other contributions to community services as determined from the application form, resume and letters of reference and/or interviews of references and Fire Department Chief.	60		

Original: May 30, 2017
Approved August 17, 2017