

**Hill House Association
James F. Henry Scholarship Fund**

The Purpose of the Scholarship:

The James F. Henry Scholarship is established to provide financial assistance to employees, current and past recipients of Hill House Association programs, who have been accepted into an institution of learning to pursue additional coursework.

The Criteria for Awarding Scholarships:

1. Applicant must be a current employee/or a current or past participant or a volunteer in a program(s) area(s) within the past five years. Volunteers must have had a minimum of 1000 hours of service.
2. Applicant must show proof that they are accepted or currently enrolled in an institution of learning to pursue additional coursework.
3. Applicant must have secured or have documentation they have applied for core funds to pay the tuition cost.
4. Applicant must not have received an award from the James F. Henry Scholarship Fund during the past 12 month period.

Scholarship Limitations and Committee Timeline:

1. The Scholarship Program shall provide up to ten (10) awards annually in an amount not to exceed \$500.00 each.
2. The scholarship shall be used as last dollars to fund items such as tuition, room and board, purchase of books/supplies or other educational expenses.
3. Applications are **due** to the Hill House Association by **May 15** and **November 15** of each year.
4. Grant distribution based on funds available.
5. Applicant will be notified in June or December about their scholarship award and the method of its payment.

Questions?

**James F. Henry Scholarship
C/O Hill House Association
1835 Centre Avenue
Pittsburgh, PA 15219
Phone: 412-697- 4682**

James F. Henry Scholarship Application
Hill House Association
1835 Centre Avenue
Pittsburgh, PA 15219

Personal Section:

Name: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cellular/Work Phone: _____

Are you a current Hill House Association Employee? Yes _____ No _____

If yes, complete Employment Section. If no, skip the Employment Section and continue filling out the application

Are you a current/past Hill House Program participant/Volunteer? If yes, go to the participant/Volunteer Section and continue filling out the application. . *Volunteers must have completed a minimum of 1000 hours within the past 5 years. *

Employment Section: (Hill House Association Employees Only)

Position: _____ Department: _____

Start Date: _____

Supervisor's Name: _____

Hours Per Week: _____

Job Description/Duties: _____

Participant/Volunteer Section:

Are you a program participant? ___ or are you a program volunteer? _____ Hours volunteered? _____

Name Program: _____

Start Date: _____ End Date: _____

Educational/Financial Information:

Name of Institution seeking funds to attend (Please attach documentation that you have been accepted in or are enrolled in this Institution): _____

Course of Study/Major: _____

Institution's Address: _____

City: _____ State: _____ Zip Code: _____

Anticipated graduation date: _____

What is the total amount of money you need for tuition and related expenses? _____

How much core funding have you secured? _____

List sources of financial aid you have secured or applied to for school (please attach documentation that you have applied to or secured these funds): _____

Is there an amount less than \$500 that you need? _____ If so, what amount? _____
For what purpose(s) will you use this money? _____

Narrative Section:

Attach an additional sheet (200 words or less, double spaced, 12 pt font) limited to one page.
Applicant must construct a narrative essay that states what is motivating them to pursue their career/educational goals and how did Hill House contribute to your decision?

Recommendation Section:

Please attach a letter of recommendation to be returned with your application.

Required Signature:

I, the undersigned applicant, certify that to the best of my knowledge, all information provided in this application is true and correct, and that all the answers are complete. I understand that only completed applications received by the deadline will be considered for awards.

Applicants Signature _____ **Date** _____

Application Deadline: May 15th or November 15th of each year.

Return Completed Applications to:
James F. Henry Scholarship C/O Hill House Association
1835 Centre Avenue; Pittsburgh, PA 15219

James F. Henry Scholarship Application Check List

- Application Signed
- Sources of Financial Aid Listed
- Proof of Acceptance or Enrollment in Post-Secondary Education is Included
- Narrative Essay Is Included
(200 words or less, double spaced, 12 pt font)
- A Letter of Recommendation is Included
- Application Returned Before Deadline

This sheet is for the applicant and is not part of the application.