



THE HELEN M. MCLORAINÉ NONPROFIT EMPLOYEE SCHOLARSHIP PROGRAM

A SCHOLARSHIP FUND OF THE DENVER FOUNDATION

Scholarships for Employees of Metro Denver Human Services Organizations
Pursuing Undergraduate or Graduate Coursework

Application Packet for Scholarships for the 2012-2013 Academic Year

Helen M. McLoraine was born in Chicago, Illinois, in 1918, the daughter of a father who created educational products and a mother who was an opera singer and philanthropist. Helen attended the University of Chicago where she studied business. She married Frank McLoraine (“Mac”), a lawyer from Chicago, and they were long time residents of Winnetka, Illinois. Helen moved to Denver in 1985, several years after the death of her husband. She passed away in January, 2003 due to a fall while attending the U.S. Figure Skating Nationals in Dallas, Texas.

Helen was a pioneer who, in the 1950’s, put on a hard hat, learned about the oil industry and broke new ground for women to assume leadership roles in business. She put to rest any doubts about women managing money when she managed many pension funds alongside her male counterparts with a very successful track record and solidified her place as a business leader.

Helen, deeply influenced by her mother’s dedication to philanthropy, became a generous benefactor to others with a focus on figure skating, education, youth social welfare and medical research. She was especially committed to small nonprofit organizations with great missions and limited resources.

Program Overview

Employees from over one hundred metro Denver area human services organizations are eligible to apply for a scholarship for undergraduate or graduate courses. The list of eligible organizations is listed on The Denver Foundation’s website at www.denverfoundation.org and are on page three and four of this application packet. Nonprofits that are included in the program provide direct service, have fewer than 100 employees, and have been established as nonprofits for at least five years.

Please note that applicants who are related to a member of the scholarship selection committee, a Denver Foundation employee or Denver Foundation board member are not eligible to apply.

Eligibility

1. Applicants must have worked in a paid position as a permanent employee at one of the eligible nonprofit organizations at least half time (20 hours per week, year round) for at least one year by the application deadline.
2. Applicants must be intending to continue to pursue a career in the nonprofit sector in Colorado.
3. Employees of nonprofit organizations with an employee benefit that covers all of their tuition and fees are not eligible to apply.
4. Applicants who have completed college coursework must have at least a 2.5 cumulative G.P.A.
5. Applicants must have been accepted into or be currently enrolled at an accredited school in the United States.

Selection Process

The Selection Committee is seeking applicants who are committed to the nonprofit sector, passionate about their work, and have the potential to make a strong contribution to their field. Applicants will be evaluated based upon community service, leadership, life experience, work experience, qualities of character, academic achievement, and recommendations from teachers, peers, and/or employers. Financial need will also be taken into consideration. Preference will be given to applicants whose planned coursework has direct application to their current work or future career goals within the nonprofit sector.

Awards

Scholarships of varying amounts are awarded once a year through a competitive process. Award amounts are based upon the strength of the application submitted and the number of credit hours an applicant will enroll in for the upcoming academic year. This application form can be used to request scholarship assistance for the Summer 2012, Fall 2012, Winter/Spring 2013 term(s)/semester(s). Scholarship grants can be used for tuition and fees. Applicants can be full-time or part-time students.

Previous recipients are encouraged to re-apply. An individual can receive a scholarship from this fund for a maximum of three years. Scholarship awards will be paid directly to a recipient's educational institution. Award disbursement is contingent upon the outside scholarship policies of a recipient's college or university.

Deadline

The application form and all of the requested items must be received at The Denver Foundation's offices by 5:00 pm on **Friday, April 13, 2012**. Incomplete or late applications *will not* be reviewed by the Selection Committee.

Notification

A letter will be mailed to all applicants regarding the Selection Committee's decisions on or before Monday, May 21, 2012.

Questions?

If you have questions about the application process, contact Lisa Fasolo Frishman at 303.996.7328 or lfasolo@denverfoundation.org.

Helen M. McLoraine Nonprofit Employee Scholarship Program

List of Eligible Human Service Agencies

Individuals employed for at least one year by one of the following nonprofits are eligible to apply for a scholarship from the Helen M. McLoraine Nonprofit Employee Scholarship Program fund.

Access Housing, Inc.	Denver Center for Crime Victims
ACS Community LIFT	Denver Children's Advocacy Center
Adoption Alliance	Denver Indian Family Resource Center
Adoption Exchange	Denver Inner City Parish
Advocates for Children	Denver Urban Ministries
Almost Home, Inc.	DenverWorks
Anchor Center for Blind Children	Denver Youth Program
ArtReach, Inc.	Doctors Care
Arvada Community Food Bank	Earthlinks, Inc.
Asian Pacific Development Center	El Centro Amistad
Bal Swan Children's Center	El Centro Humanitario Para Los Trabajadores
Bayaud Industries, Inc.	El Comite de Longmont, Inc.
Beacon Center	Empowerment Program
Big Brothers Big Sisters Denver	Escuela de Guadalupe
Blue Sky Bridge	Emergency Family Assistance Association
Boulder County AIDS Project	Family Advocacy Care Education & Support
Boulder Day Nursery Association	Family Resource Center, Inc.
Boulder Shelter for the Homeless	Florence Crittenton Services of Colorado
Boulder Valley Women's Health Center	Focus Points Family Resource Center
Boys and Girls Clubs of Metro Denver, Inc.	Gateway Battered Women's Shelter
Bridge House	Gathering Place
Bridgeway	Girls Incorporated of Metro Denver
Bright Star Early Learning Center	GLBT Community Center of Colorado
Brothers Redevelopment, Inc.	Griffith Centers for Children
Capitol Hill Community Services	Growing Home
CareConnect	Hands of The Carpenter
CASA of Adams and Broomfield Counties	HealthBridge Alliance
CASA of Jefferson and Gilpin County	Hope Center, Inc.
Center for Work, Employment and Education	Homeless Outreach Providing Encouragement
Children's Advocacy and Family Resources, Inc.	Howard Dental Center
Children's Museum of Denver, Inc.	Immigrant Legal Center of Boulder County
CityWILD	Inn Between of Longmont, Inc.
Clinica Tepeyac, Inc.	Inner City Health Center
Colfax Community Network	Inter Faith Community Services, Inc.
College Summit	Intercambio de Comunidades Español / Inglés
Colorado African Organization	Interfaith Hospitality Network of Greater Denver
Colorado AIDS Project	Jeffco Action Center
Colorado Anti-Violence Program	Judith Ann Griese Foundation
Colorado Bright Beginnings	Kids In Need of Dentistry
Colorado Center For The Blind	Labor's Community Agency, Inc.
Colorado Cross-Disability Coalition	Latin American Research and Service Agency
Colorado I Have A Dream Foundation	MDS Counseling Center
Colorado Youth At Risk	Meals on Wheels of Boulder, Inc.
Commerce City Community Health Services	Metro CareRing
Delores Project	Mi Casa Resource Center for Women
Dental Aid, Inc.	Mountain Resource Center
Denver Adult Down Syndrome Clinic	Mount Saint Vincent Home
Denver Asset Building Coalition	National Sports Center for the Disabled
Denver CASA	

Helen M. McLoraine Nonprofit Employee Scholarship Program

List of Eligible Human Service Agencies Continued

Out Boulder
People's Clinic
PHAMALY
Project Angel Heart
Project PAVE, Inc.
Project Wise
Radio Reading Service of the Rockies, Inc.
Ralston House
Rape Assistance and Awareness Program
Rocky Mountain Children's Law Center
Rocky Mountain Youth Medical & Nursing Consultants, Inc.
Sacred Heart House of Denver
Safe Shelter of St. Vrain Valley
SafeHouse Denver, Inc.
Safehouse Progressive Alliance for Nonviolence
Senior Hub
Servicios de la Raza
Sewall Child Development Center, Inc.
Share Our Strength
Sister Carmen Community Center
Special Olympics Colorado
Spring Institute for Intercultural Learning
Southwest Improvement Council
St. Francis Center
Stride
Summer Scholars
TEENS, Inc.
Tiny Tim Center, Inc.
Town of Littleton Cares
Urban Peak
Victim Outreach Information
Volunteer Connection
Warren Village
Wings Foundation
Women's Bean Project
Women's Crise & Family Outreach Center
Work Options for Women
YouthBiz, Inc.

THE HELEN M. MCLORAINÉ NONPROFIT EMPLOYEE SCHOLARSHIP FUND
2012 Application Instructions

Submit all of the following items. Please label your items A, B, C, etc. and put them in the following order:

A. Application Form

Complete the application form by printing clearly or using Adobe Acrobat Reader. All questions must be answered to be considered complete.

B. Résumé

Include a résumé that details your work experience (both paid and volunteer), education, degrees and/or certificates earned, certifications, honors, awards, etc.

C. Transcript of College or High School work

Submit a transcript of *all* college level work that you have completed. If you will be a college freshman in the fall, submit a copy of your high school transcript. Unofficial transcripts are acceptable. Applicants who are selected to receive a scholarship may be required to submit official transcripts for verification.

D. Personal Statement

Your personal statement should not be longer than two pages in length, you should use 10 or 12 font, and it should be double-spaced.

First time applicants: Please answer the four questions below.

1. Why did you choose to work for a nonprofit organization?
2. What are your short and long term career goals?
3. Why do you want to pursue undergraduate and/or graduate coursework?
4. What do you hope to accomplish in your career?

If you have previously received or applied for funding from this scholarship program, instead of answering the questions above please answer this question only.

1. Reflect upon your recent studies. What have you learned that has influenced your work at your organization and/or your ability to make an impact in your specific field.

E. Letter of Employment from Nonprofit Organization

Include a letter that confirms your employment status on your organization's letterhead. This letter must state your hire date, position/title, number of hours worked weekly, and that you are currently employed at the nonprofit. It must also include the following information about your organization: number of paid full-time and part-time employees, date that the organization received its 501(c)(3) status from the I.R.S., and a description of any employee benefits that provide tuition. Please be sure the letter is dated within 60 days of the scholarship application deadline and is signed by your supervisor or the Executive Director of the nonprofit organization.

F. Reference Letters

Include two letters of reference with your application. Each reference letter should be on letterhead and include the author's position/title, address, phone number, email address, and signature.

- One reference should be from an academic professor or advisor in your field of study. If you are just starting undergraduate work, please include a reference from someone who knows your educational work to date, perhaps from your high school.
- One reference should be from a paid work or volunteer work supervisor (preferably from a position related to your field of study).

Mail or deliver all of the above in one complete packet by Friday, April 13, 2012:

The Helen M. McLoraine Non Profit Employee Scholarship Fund, The Denver Foundation, 55 Madison Street, 8th Floor, Denver, CO 80206. ***We do not accept applications submitted by fax or email. Application materials should be one-sided for duplicating purposes. Please do not use staples or binders other than paper clips.***

ANTICIPATED EDUCATIONAL EXPENSES

Estimate the cost of tuition and fees that you anticipate for each semester/term/quarter that you will be attending in the upcoming year. *Please leave the box blank if you will not be attending during a certain time period or if your school does not have a semester/term/quarter that matches the column heading.*

	Summer 2012	Fall 2012	Winter 2012-2013 (if applicable)	Spring 2013
Number of Credit Hours You Plan to Enroll in				
Tuition and Fees*				
Books and Required Supplies				
Total for Each Semester/Quarter/Term				

*This information is available from the school's website or through the Financial Aid Office.

Please list other anticipated educational expenses and the estimated costs:

If you have previously taken out student loans, what is the amount that you currently owe? _____

FINANCIAL RESOURCES *(All information will kept confidential and used for scholarship selection purposes only.)*

What is your marital status: Single Married Divorced Other _____

2011 *household* income (2011 adjusted gross income as reported on the 1040 or equivalent form): _____

Anticipated household income for 2012 (from all sources): \$ _____ Number of people supported by this income: _____

Please list the names, ages, and your relationship of the people that are supported by the income listed above (ex. Jon, 19, son):

Have you completed the FAFSA (Free Application for Student Aid) in 2012? _____

If yes, what is your Estimated Family Contribution (EFC)? _____

ANTICIPATED FINANCIAL AID

List the amount of aid you expect to receive for the 2012-2013 academic year. Include the names of other scholarships you have applied for, if applicable, and the amount. Receiving aid from other sources *does not* disqualify an applicant from receiving a scholarship award from this fund.

Pell Grant:	\$ _____	_____	Pending or Confirmed?
State Grants:	\$ _____	_____	
Scholarships from College/University:	\$ _____	_____	
Other Scholarships:	\$ _____	_____	
	\$ _____	_____	
Employer Sponsored Tuition Plan:	\$ _____	_____	
Total:	\$ _____	_____	

FINANCIAL NEED STATEMENT

Briefly explain your financial situation. How would this scholarship assist you with your educational goals?

Is there anything else you would like the Selection Committee to know as it considers your application?

SIGNATURE

I certify that all of the information included in this application is accurate and complete. I understand that if I am selected for an award, I may be asked to provide proof of the information stated on this form, including a copy of my SAR, relevant tax forms, and official transcripts. I understand that if this information is not provided, or if the information is different than presented in this application, that the scholarship award may be rescinded. I understand that if I am selected for an award, the amount will be based on the information that I provided in this application and that The Denver Foundation has the right to alter the amount if my plans change. If I am selected to receive an award, I agree that my name, photo, award amount, and information provided about my future plans may be used in announcements or articles (ex. graduation, newspaper) issued by The Denver Foundation or my school. In addition, by signing this form, I hereby authorize the college/university I will be attending to release information on financial aid awarded to me by the college/university and other sources to The Denver Foundation.

Signature

Date