

Universal Process - 2023

Community Foundation of South Puget Sound

Community Foundation Scholarship Platform Notes and Tips

Tips for using the online scholarships platform:

- Character limits include spaces and punctuation
- To work on your application in a language other than English, please use the "Select Language" drop down button in the top left corner to activate Google Translate (it takes a few minutes to reload page)
- While there is an autosave feature, double check for a "Save" button at the bottom of the page before closing your browser
- The size of text boxes may be adjusted by dragging the lower right corner
- Required fields are indicated with an asterisk *
- To create a PDF version of your completed application that you can save and/or print, click the "Application Packet" button at the top of the application page
- Click on the "Questions List" button in the upper right hand corner of the application page to view the application instructions and questions in PDF form
- Double check formatting and character count after copying/pasting from Word, as there are software differences that can cause an error in how your application appears on our scholarship platform
- Review details of all available scholarship opportunities at the Community Foundation of South Puget Sound [HERE](#)

Student Information

Please fill out the following section with your most up-to-date contact information. While it may feel repetitive, this ensures that Community Foundation staff is able to quickly communicate with you in the event that additional information is needed and to inform you of award decisions.

Preferred Name*

Please let us know how you would like Community Foundation staff to refer to you in future communications.

Character Limit: 100

County of Residence*

Please select the county where you reside for the majority of your week.

Choices

- Lewis County
- Mason County
- Pacific County
- Pierce County
- Thurston County
- Other

County of Residence - Other

If you selected "other" to the question above, please use the space provided to tell us what county in which you reside for the majority of your week.

Character Limit: 50

Phone*

Please provide us with the best phone number for which we can reach you.

Character Limit: 13

Personal Email*

Please provide us with a personal email in which to contact you.

Do not use your school email.

Character Limit: 254

High School Information

Grade Level*

What is your current [high school] grade level?

Choices

- Junior
- Senior
- GED Recipient (within 1-year from time of application submission)

County High School*

Please select the county in which your high school is located.

Choices

- Lewis County
- Mason County

Pacific County
Pierce County
Thurston County

Cumulative High School GPA*

Character Limit: 20

High School Transcript*

Please upload a copy of your most recent transcript. This can be an official or unofficial copy. *Accepted documentation includes scanned documents, screenshots, and photos (example file types include jpg, docx, pdf, png, etc.).*

Document must include all classes, final grades, and GPA for each semester of high school you have completed through December 31, 2022.

File Size Limit: 2 MB

High School Attended (Lewis)

High School Attended (Lewis)*

Please select your current (or most recently attended) high school.

If you do not see your school listed, please reach out to Melissa (they/them) at mrosscup@thecommunityfoundation.com before submitting your application.

Choices

Adna Middle/High School
Apolo High School
Centralia High School
Cowlitz Prairie Academy
GRAVITY Learning Center
Green Hill School
Morton Sr High School
Mossyrock Jr/Sr High School
Napavine High School
Olympic Academy
Onalaska High School
Pe Ell High School
Toledo High School
W.F. West High School
White Pass High School
White Pass Learning Academy

Winlock Middle/High School
Homeschooled

High School Attended (Mason)

High School Attended (Mason)*

Please select your current (or most recently attended) high school.

If you do not see your school listed, please reach out to Melissa (they/them) at mrosscup@thecommunityfoundation.com before submitting your application.

Choices

CHOICE High School
GRAVITY Learning Center
James A. Taylor High School
Mary M. Knight High School
North Mason High School
Shelton High School
Homeschooled

High School Attended (Pacific)

High School Attended (Pacific)*

Please select your current (or most recently attended) high school.

If you do not see your school listed, please reach out to Melissa (they/them) at mrosscup@thecommunityfoundation.com before submitting your application.

Choices

Raymond Jr/Sr High School

High School Attended (Pierce)

High School Attended (Pierce)*

Please select your current (or most recently attended) high school.

If you do not see your school listed, please reach out to Melissa (they/them) at mrosscup@thecommunityfoundation.com before submitting your application.

Choices

- Bates Technical High School
- Bellarmino Preparatory School
- Bethel High School
- Bethel Virtual Academy
- Bonney Lake High School
- Challenger High School
- Chief Leschi High School
- Clover Park High School
- Curtis Senior High School
- Eatonville High School
- Emerald Ridge High School
- Fife High School
- Franklin Pierce High School
- GATES Harbor High School
- Gig Harbor High School
- Graham-Kapowsin High School
- GRAVITY Learning Center
- Harrison Preparatory School
- Lakes High School
- Lincoln High School
- Mt. Tacoma High School
- Oakland High School
- Orting High School
- Peninsula High School
- Pierce County Skills Center
- Puyallup High School
- Rogers High School
- Spanaway Lake High School
- Stadium High School
- Steilacoom High School
- Summit Public Schools: Olympus
- Sumner High School
- Tacoma School of Arts
- Walker High School
- Washington High School
- White River High School
- Willie Stewart Academy
- Wilson High School
- Homeschooled

High School Attended (Thurston)

High School Attended (Thurston)*

Please select your current (or most recently attended) high school.

If you do not see your school listed, please reach out to Melissa (they/them) at mrosscup@thecommunityfoundation.com before submitting your application.

Choices

A.G. West Black Hills High School
Avanti High School
Capital High School
Cascadia High School
Eagle View Christian School
Envision Center Academy
GRAVITY Learning Center
H.E.A.R.T. High School
New Market Skills Center
North Thurston High School
Northwest Christian High School
Olympia High School
Olympia Regional Learning Academy (ORLA)
Pope John Paul II High School
Rainier High School
River Ridge High School
Rochester High School
South Sound High School
Temple Baptist Academy
Tenino High School
Timberline High School
Tumwater High School
Tumwater Virtual Academy
Yelm High School
Homeschooled

Community Involvement

Community Involvement

Community involvement can include many kinds of extracurricular activities, structured programs or informal activities outside of core graduation requirements. Examples include, but are not limited to:

- Active in faith community (e.g., church, synagogue, mosque, temple) or religious/spiritual activities
- Band, orchestra, choir, etc.
- Caring for a family member(s)
- Club participation (school-sponsored or not school-sponsored)
- Community and/or civic engagement
- Employment or paid work
- Hobbies or creative pursuits
- Raising animals and/or crops
- Sports
- Volunteer work

Community Involvement - Details*

Following the template seen below, please provide a list of all activities you participated in during your high school career. Please use the space provided below to submit the name of the activity and approximately how long you participated in each community activity.

Please see instructions above for examples of community involvement activities.

TEMPLATE:

- Activity name (include your role/title if relevant) - Approximate length of participation

Examples of how to use this template:

- High School bowling team - 3 years
- Little league baseball coach (volunteer) - 9 months or three seasons
- Family caretaker (2 siblings) - 4 years

If COVID-19 interrupted or affected your ability to participate in community involvement activities, you are welcome to note that here.

Character Limit: 750

Did you participate in any climate action-related activities during your high school career?*

Activities can include, but are not limited to:

- *Climate Action Club*
- *Environmental Club*
- *The Sunrise Movement*
- *Climate Strike Events*

- *Climate Politics*

NOTE: This question is directly related to our Thurston Climate Action Scholarship. To learn more about this opportunity, please visit our website [HERE](#).

Choices

Yes

No

Post-Secondary School Information

Degree Type*

What type of degree, certification, or program are you planning to pursue immediately following high school?

Clarifications:

- *Apprenticeship Program (Taken from U.S. Department of Labor website) - combines paid on-the-job training with classroom instruction to prepare workers for highly-skilled careers.*
- *Vocational (Taken from Center for Employment Training website) - specialized training programs for skill-based careers such as paralegal or cosmetology. Vocational school programs prepare students for immediate entry into their field or into a stepping-stone position to enter that field within just a year or two.*
- *Trade (Taken from Center for Employment Training website) - specialized training programs for labor-focused careers such as auto mechanics, electricians, carpenters, and medical assistants. Trade schools tend to have much more "hands-on" programs of study that require a base level certification or a specific number of on-the-job supervised hours to enter.*

Choices

Associate (2-year degree)

Bachelor (4-year degree)

Apprenticeship Program

Vocational

Trade

Undecided

Type of Post-Secondary School*

Please select what type of post-secondary school you plan on attending.

We ask this question with limited options due to eligibility requirements for multiple scholarship opportunities. If you do not have a post-secondary school picked out at this time, that is okay. Please choose the type of school you will most likely attend.

Choices

Private
Public

Location of Post-Secondary School*

Please select where you plan on attending post-secondary school.

We ask this question with limited options due to eligibility requirements for multiple scholarship opportunities. If you do not have a post-secondary school picked out at this time, that is okay. Please choose the type of school you will most likely attend.

Choices

Outside of Washington State
Within Washington State

Scholarship Specific Career Field, Major, and/or Studies*

If you are planning to pursue one of the following career fields, major, and/or studies with your post-secondary education, please select it below.

NOTE: *This list is exclusive to available scholarship opportunities through the Community Foundation. Each career field, major, and/or studies will include the related scholarship opportunity in parenthesis, with links to each opportunity listed below. There will be space provided later in the application process for you to discuss your specific future plans.*

Related scholarship opportunities:

- Andrew William Oakes Scholarship
- Dan R. Montgomery Scholarship
- Henry J. Melusky Scholarship
- Mike and Sharon Welsh Scholarship
- Next Step Scholarship
- Richard J. Geiger Memorial Scholarship
- Thurston Climate Action Scholarship

Choices

Architect Career (Next Step Scholarship)
Attorney Career (Next Step Scholarship)
Climate Action-Related Major and/or Studies (Thurston Climate Action Scholarship)
Counseling (Andrew William Oakes Scholarship)
CPA Career (Next Step Scholarship)
Education Major and/or Studies (Mike and Sharon Welsh Scholarship)
Engineering Major and/or Career (Richard J. Geiger Scholarship)
Environmental Studies Major and/or Career (Henry J. Melusky Scholarship)

Law Enforcement Career (Dan R. Montgomery Scholarship)
Mathematics Major and/or Career (Henry J. Melusky Scholarship)
Mathematics Teaching Career (Henry J. Melusky Scholarship)
Meteorology Major and/or Career (Henry J. Melusky Scholarship)
Music Major and/or Career (Henry J. Melusky Scholarship)
Nursing (Andrew William Oakes Scholarship)
Physician Career (Next Step Scholarship)
Public Health (Andrew William Oakes Scholarship)
Social Services (Andrew William Oakes Scholarship)
Social Work (Andrew William Oakes Scholarship)
Teaching-Related Major and/or Studies (Mike & Sharon Welsh AND Andrew William Oakes Scholarships)
Veterinarian Career (Next Step Scholarship)

Student Aid Report*

Please upload a copy of your Student Aid Report (SAR) from your FAFSA or WAFSA application.

[Follow this link](#) for instructions on applying for FAFSA.

[Follow this link](#) for instructions on applying for WAFSA.

[Follow this link](#) for instructions on locating your SAR.

Why we ask: *The majority of available scholarship opportunities through the Community Foundation are determined by financial need of the student's applying. While the FAFSA/WAFSA does not provide a full picture of your individual financial needs, the SAR gives a standardized overview of your financial situation.*

File Size Limit: 2 MB

Expected Family Contribution*

Please insert your Expected Family Contribution (EFC) number found on your FAFSA/WAFSA.

Located on your Student Aid Report (SAR).

Why we ask: *The majority of available scholarship opportunities through the Community Foundation are determined by financial need of the student's applying. While the FAFSA/WAFSA does not provide a full picture of your individual financial needs, the EFC offers scholarship evaluators with a starting point and will be taken into consideration alongside your short essay response in the Universal Application.*

Character Limit: 10

Letters of Recommendation

All applicants are required to submit two letters of recommendation for all available scholarship opportunities. This helps to paint a broader picture of who you are from the viewpoint of someone close to you. *Each letter submitted must be from a different person.*

Letters can be from a current or former teacher (or other school official) or from a personal contact such as an employer, coach, community member, or religious or spiritual leader (excluding immediate family members). Learn more about what is most commonly included in a letter of recommendation [HERE](#).

Letter of Recommendation (1)*

Please upload a copy of your first letter of recommendation here.

Accepted documentation file types includes scanned documents, screenshots, and photos (example file types include jpg, docx, pdf, png, etc.).

If you have difficulties uploading your document, please email a copy of the letter with your name in the subject line, to Melissa at mrosscup@thecommunityfoundation.com. After sending your letter via email, to continue with the application, you will need to upload a text document stating when the letter was emailed to Melissa.

File Size Limit: 2 MB

Letter of Recommendation (2)*

Please upload a copy of your second letter of recommendation here.

Accepted documentation file types includes scanned documents, screenshots, and photos (example file types include jpg, docx, pdf, png, etc.).

If you have difficulties uploading your document, please email a copy of the letter with your name in the subject line, to Melissa at mrosscup@thecommunityfoundation.com. After sending your letter via email, to continue with the application, you will need to upload a text document stating when the letter was emailed to Melissa.

File Size Limit: 2 MB

Short Essay Questions

Personal Statement*

Please write a short autobiography to share some of your life experiences that have helped shaped who you are today.

Topics to consider writing about include, but are not limited to:

- Family and/or friends
- Work and/or volunteer experience

- Community Involvement
- Hobbies
- Accomplishments and goals
- Honors or awards you have received
- Challenges you have overcome

Character Limit: 1250

Education-Future Plans*

What are your future education and/or career goals?

If you're not sure, that's okay! It's fine to write about what you're interested in exploring; what you'd like to create or build; the people or communities you'd like to serve; or a problem in the world you'd like to help solve.

Character Limit: 1250

Financial Picture*

Some of our scholarships consider financial need as one criteria for selection, however, financial need does not look the same for everyone and FAFSA/WAFSA does not give a full picture of your individual financial situation. Your answers here will help the scholarship committee give your unique circumstances thoughtful consideration. Please include as much information as you feel comfortable sharing when considering the following questions:

- What are your other financial responsibilities outside of your education?
 - *Examples could include, but are not limited to: family expenses, housing, transportation, medical costs, or loans.*
- Are there any special financial or life circumstances that show or help explain your need for financial support to pursue your education?
 - *Examples could include, but are not limited to: number of siblings attending or wanting to attend college, coming from a single parent household, change in family circumstances, unexpected income loss or expenses, or other financial challenges you and/or your family have experienced.*

Character Limit: 1250

Fun Fact*

Applying for scholarships and post-secondary schools can be a stressful time. Take this moment to breathe, relax, and have fun with this last prompt.

Please choose one of the following prompts to answer:

- Do you have any hidden talents? If so, how did you discover you had this talent?
- If you could pick up a new skill in an instant, what would it be and why?

- If you could travel to any other planet (real or fictional), where would you go and why?
- What book have you read or movie that you've seen recently, would you recommend and why?
- What current fact about your life would most impress your five-year old self?
- If you could only eat one food/type of food for the rest of your life, what would it be and why?
- What time of the day do you prefer: sunrise, daylight, twilight, or night? Please share why you picked this time of day.
- Share anything else about yourself that you feel comfortable sharing.

Character Limit: 500

Demographics

Why we ask for this information: Your responses will help give us a better understanding of who is applying for our scholarships and how we can provide more equitable support to our South Puget Sound students.

Most of the information provided in this section will not be used in determining scholarship eligibility. Questions that are used for scholarship eligibility have the links to the correlated scholarship opportunities provided.

Pronouns

Please use the space provided to include the pronouns that you **publicly** use and/or identify with. Pronouns can include, but are not limited to: they/them, she/her, fae/faer, he/him, ze/zir, and xe/xem.

Why we ask: Sharing your pronouns will help us make sure we refer to you correctly in Community Foundation communications.

Character Limit: 250

Gender Identity: Do you identify with the same gender you were assigned at birth?*

Choices

Yes

No

Help us better match you with scholarship funds by sharing your racial and/or ethnic identity*

Check all race and/or ethnicities that you identify with.

Why we ask: this question is used as part of the eligibility and criteria for the following scholarship opportunities. The committees for these scholarships will be able to view this information as preference is given to students of color. You can learn more about each scholarship by clicking the corresponding hyperlink. • [Dan R. Montgomery Scholarship](#)

- [Learning Seed Foundation Scholarship](#)

Choices

African American
 African Descent
 Alaska Native
 Bi/Multiracial
 Black
 Caribbean
 East Asian
 European Descent
 First Nations
 Hispanic
 Indigenous
 Latino/a/x
 Middle Eastern North African (MENA)
 Native American
 Native Hawaiian
 Pacific Islander
 Southeast Asian
 White
 Other Race/Ethnicity
 Prefer not to answer

If Other Racial/Ethnic Identity, please share here:

Character Limit: 250

Gender Assigned at Birth - Yes

Gender Assigned at Birth*

What gender were you assigned at birth?

Choices

Cisgender Man

Cisgender Woman
Intersex

Gender Assigned at Birth - No

Gender Identity*

Choices

Gender non-conforming
Genderqueer
Intersex
Non-binary
Transgender
Transgender man
Transgender woman
Two-Spirit
Other gender identity

If Other Gender Identity, please share here:

Character Limit: 100

Would you like to identify yourself as...

Choices

Somewhere on the trans feminine spectrum
Somewhere on the trans masculine spectrum
Combination of trans feminine and trans masculine
None of the above

Declarations

By submitting this scholarship application, you agree to the following:

- I understand that my request may not be funded or may only be partially funded
- The information above is true and correct to the best of my knowledge
- Any false statements may result in denial of consideration
- I give my consent to the Community Foundation of South Puget Sound to use the information provided for the purpose of scholarship award consideration

I agree to the declarations

above* Type your full, legal name below. *Character Limit: 250*

Application Feedback

The Community Foundation of South Puget Sound values feedback from scholarship applicants as it is an important part of improving our work and processes. We review feedback periodically and make adjustments to our instructions, processes, and website accordingly. Thank you for your time!

How did you learn about these scholarships?*

Choices

- Coldwell Banker Website
- College Financial Aid Officer
- Community Foundation Scholarship Fund Holder
- Community Foundation Staff
- Community Foundation Website
- Employer
- Event/Workshop
- High School Counselor
- High School/Post-Secondary School Website
- Nonprofit Organization
- Poster
- School Official
- Social Media
- Teacher and/or Professor
- Word of Mouth
- Yelm Dollars for Scholars
- Other Online Site
- Other

If Other, please share where you learned about these scholarships here:

Character Limit: 250

Did you have any problems understanding the application questions?*

Please select the score that most closely reflects your experience.

- **1 meaning** I had numerous problems understanding what the application questions were asking and required assistance.
- **5 meaning** I had no problems understanding what the application questions were asking and did not require assistance.

Scoring Options: 1 - 5

Did you have any problems using the application platform?*

Please select the score that most closely reflects your experience.

- **1 meaning** I had numerous problems understanding how to use the application platform and required assistance.
- **5 meaning** I had no problems understanding how to use the application platform and did not require assistance.

Scoring Options: 1 - 5

Application Feedback (Optional)

Please use this space to share any feedback you may have regarding our outreach/promotion, the application process and/or our online scholarship system.