



# The Peninsula Regent

Charitable Foundation  
Educational Grant Program

Administered by  
Silicon Valley Community Foundation  
2012 Application Packet

**DEADLINE: WEDNESDAY, FEBRUARY 22, 2012 BY 5 P.M.**

## The Peninsula Regent Charitable Foundation Educational Grant Program

Administered by Silicon Valley Community Foundation

### Background

Silicon Valley Community Foundation announces the Peninsula Regent Charitable Foundation Educational Grant Program. Educational grants between \$1,000 and \$5,000 each will be awarded in 2012. Peninsula Regent employees and/or their dependent(s) may use this scholarship to help with the costs of attending courses including, but not limited to, those offered at community colleges, adult schools, night schools, colleges and universities, as well as courses at recreation and community centers. Please carefully review the eligibility requirements before submitting your application.

### Eligibility

- Current employee of the Peninsula Regent for at least 90 days as of February 22, 2012 or dependent of an employee who has worked at the Peninsula Regent for at least 90 days as of February 22, 2012.
- Preference will be given to applicants with strong educational motivation, perseverance, involvement outside the classroom and personal characteristics such as honesty and good judgment.
- The selection committee will also strongly consider applicants who have dropped out of school for reasons beyond their control or have undergone unusual hardships to remain in school.
- Demonstrated financial need
- United States citizen or legal resident

Awards are for one year and funds must be used within one year of the date of the award. Past recipients may reapply for subsequent funding in competition with other applicants.

### Application Deadline

- Your completed application and all supporting materials (personal statement, letters of reference, transcripts and employment verification) must be submitted to the Peninsula Regent Reception desk by **5 p.m. on Wednesday, February 22, 2012.**
- Late, incomplete or faxed applications will not be considered.

### Questions?

Contact our Scholarship Hotline at 650.450.5487 or [scholarships@siliconvalleycf.org](mailto:scholarships@siliconvalleycf.org)

**Read These Instructions Carefully and Thoroughly.**

For your application to be considered, all of the following must be submitted to the Peninsula Regent's Reception desk by **5 p.m. on Wednesday, February 22, 2012**. Date of postmark and faxed applications will **not** be considered. We recommend that you submit your application and all of the supporting documents in one envelope.

### 1. Application Form

Application packet must be complete to be considered. Attachments do not replace any part of the application. Each section must be completed. Additional sheets for activities, awards and honors, and employment sections must follow the application format.

### 2. Letter of Reference

Provide **two** letters of reference **only**.

- One letter from your manager at Peninsula Regent (only for employees) on letterhead
- One letter from a teacher, volunteer supervisor or personal acquaintance. (Letters from work or volunteer supervisors must be on organization letterhead. Personal acquaintance letters can not come from parents or relatives.)

**Employees** must provide two letters of reference from each of the categories listed above. **Dependent of an employee** must provide two letters of reference from the second category. All letters must be signed and dated. Photocopies of letters of reference that were written for other scholarships or college applications for the **current academic year** are acceptable; however, keep in mind that these will not speak to how you are the best candidate for the scholarship for which you are currently applying. Letters may be sealed in their own envelopes.

### 3. Employment Verification

Please request a letter verifying your, or your relative's, length of employment at Peninsula Regent from a supervisor. This documentation must be included in your completed application.

### 4. Transcripts of Grades

**Students currently enrolled in college or vocational school** must provide **official transcripts** for all college or vocational school work completed.

**High school seniors** must provide **official high school transcripts** and **official college transcripts**, if you completed any college courses.

**Applicants who have been out of school ten years or more are not required to submit transcripts.**

### 5. Personal Statement

In addition to completing this application form, you must include a personal statement. In your personal statement you must answer the following:

- What are your educational and career goals?
- Why do you feel it is important for you to continue your education at this time?
- Why are you a good candidate to receive this scholarship?

### 6. Proof of Citizenship or Legal Residency

Proof of United States Citizenship (photocopy of birth certificate, passport, naturalization papers OR documentation of legal residency (photocopy of visa or permanent residency card) must accompany your application. Copy of driver's license or social security card will not be accepted.

## About Silicon Valley Community Foundation

Silicon Valley Community Foundation is a catalyst and leader for innovative solutions to our region's most challenging problems. Serving all of San Mateo and Santa Clara counties, the community foundation has \$2 billion in assets under management and 1,500 philanthropic funds. The community foundation provides grants through donor advised and corporate funds in addition to its own endowment funds. The community foundation serves as a regional center for philanthropy, providing donors simple and effective ways to give locally and around the world. Find out more at [www.siliconvalleycf.org](http://www.siliconvalleycf.org).

The vision of Silicon Valley Community Foundation is to be a comprehensive center for philanthropy that inspires greater civic participation throughout San Mateo and Santa Clara counties. The mission of Silicon Valley Community Foundation is to strengthen the common good, improve quality of life and address the most challenging problems. We do this through visionary community leadership, world-class donor services and effective grantmaking.

## Scholarship Programs at Silicon Valley Community Foundation

For many individuals and organizations, providing scholarships for students to support their educational pursuits is a rewarding and effective way to meet their charitable objectives. Silicon Valley Community Foundation's scholarship program is committed to providing opportunities for those interested in helping talented young people to pursue their dreams through a quality education. Scholarship funds at the community foundation vary by size of endowment and in complexity of criteria; however, their common element is the charitable spirit of the donors who created them. In honoring loved ones or providing for a specific community, each scholarship expresses a deep belief in the power of education to help individuals achieve their dreams.

For more information about establishing a scholarship fund at Silicon Valley Community Foundation, contact [donate@siliconvalleycf.org](mailto:donate@siliconvalleycf.org) or 650.450.5444.

For additional information about applying for scholarships please contact [scholarships@siliconvalleycf.org](mailto:scholarships@siliconvalleycf.org).

Scholarship recipients from 2011 and more information about 2012 scholarship programs are at [www.siliconvalleycf.org/scholarships](http://www.siliconvalleycf.org/scholarships).



2440 West El Camino Real, Suite 300  
Mountain View, California 94040  
tel: 650.450.5400 fax: 650.450.5401

To read more about Silicon Valley Community Foundation  
visit [www.siliconvalleycf.org](http://www.siliconvalleycf.org)