

# CALIFORNIA WATER ENVIRONMENT ASSOCIATION

7677 Oakport Street, Suite 600, Oakland, CA 94621-1935

Fax (510) 382-7810 • Phone (510) 382-7800 • Website: [www.cwea.org/scholarship](http://www.cwea.org/scholarship)

## 2018 KIRT BROOKS MEMORIAL WATER ENVIRONMENT SCHOLARSHIP

### 1. WHAT IS THE CWEA KIRT BROOKS MEMORIAL WATER ENVIRONMENT SCHOLARSHIP PROGRAM?

The Program provides annual scholarships for individuals attending, or planning on attending, a college, university, community college or technical trade school and pursuing a course of study related to the Water Environment Field. It is awarded to applicants selected by the Scholarship Committee.

### 2. WHO MAY APPLY?

Qualified applicants\*\* must be:

- A member of CWEA (discounted to students) or be sponsored by a member of CWEA.
- Employed or pursuing a career, in the water environment industry.
- Attending or planning on attending, a college, university, community college or technical trade school and pursuing a course of study related to the Water Environment Field.

\*\*Scholarship Committee members, CWEA staff, and their relatives are not eligible.

### ELIGIBILITY CATEGORIES:

SCHOLARSHIP CATEGORIES			
CATEGORY	DESCRIPTION		
	EMPLOYMENT STATUS*	STUDENT STATUS	EDUCATIONAL GOAL
A	Student Not Employed in Water Env. Industry	Full or Part Time	Associate Degree (AA/AS) or Trade School Certificate
B	Student Not Employed in Water Env. Industry	Full or Part Time	Bachelors of Arts/Science (BA/BS)
C	Student Not Employed in Water Env. Industry	Full or Part Time	Graduate Degree (Masters or Ph.D.)
D	Student Is Employed In Water Env. Industry	Full or Part Time	Associate Degree (AA/AS) or Trade School Certificate
E	Student Is Employed In Water Env. Industry	Full or Part Time	Bachelors of Arts/Science (BA/BS)
F	Student Is Employed In Water Env. Industry	Full or Part Time	Graduate Degree (Masters or Ph.D.)

Funds are distributed based on ranking of applicants, number of qualified applicants and the financial status of the endowment fund. Awards vary in value and category selections are based on qualifying applications.

\*Applicants are considered to be employed in the industry if they are employed full or part time by one of the following water environment industry employers:

1. Water or wastewater system owned by a municipality or district
2. Industrial systems/plants (manufacturing, processing, extraction)
3. Consulting or contracting firm (e.g., engineering, contracting and environmental)
4. Government agency related to water environment industry (e.g., EPA, state agency, etc.)
5. Research or analytical laboratories related to water environment industry
6. Manufacturer of water/wastewater equipment or products
7. Water/wastewater product distributor or manufacturer's rep.

3. HOW DOES A STUDENT APPLY?

Application forms are made available after **September 1<sup>st</sup>** from the CWEA Office at the above address or the CWEA website [www.cwea.org/scholarship](http://www.cwea.org/scholarship). Forms are also distributed by local sections and the Northern/Southern Regional and Scholarship Committees.

4. WHEN MUST APPLICATIONS BE IN?

Applications must be received at the CWEA office by **January 15, 2018**.

5. WHEN WILL APPLICANTS RECEIVE NOTICE OF AWARDS?

Scholarship recipients will be notified in writing in March, prior to the annual conference, which is held in April.

6. WHEN IS THE SCHOLARSHIP EFFECTIVE AND HOW WILL PAYMENTS BE MADE?

The Scholarship is effective immediately (for the succeeding fall semester) and disbursements will be made between **September 15<sup>th</sup> and October 15<sup>th</sup>**, directly to the student, the financial aid or registrar's office at the college or university indicated on the application at CWEA's discretion. Kirt Brooks Memorial Water Environment Scholarships are to be used for educational purposes only.

7. DOES IT AFFECT AN APPLICANT'S POTENTIAL FOR AWARD IF OTHER SCHOLARSHIPS HAVE BEEN RECEIVED?

It may. The Scholarship Committee will look at the information provided by the applicant and will give consideration to the overall financial picture when evaluating the scholarship awards. Additionally, those who have received a Kirt Brooks Scholarship in prior years may apply, but priority may be given to applicants who have never received a scholarship from CWEA.

8. ON WHAT BASIS IS THE KIRT BROOKS SCHOLARSHIP EVALUATED?

- a. Verification of CWEA membership of applicant or sponsoring member. For more information on membership, go to <http://joincwea.org/>.
- b. Scholarship record (all inclusive).
- c. Relation of education major and career goals to Water Environment Industry.
- d. Need for financial aid. Degree of need will be considered when determining the ranking of qualified individuals. This information can be provided in the form of explanation letters of hardship, etc. (See Attachment 2 instructions in the Application Requirements)
- e. Applicant's personal references.
- f. Verification of enrollment from the educational institution of attendance starting in the Fall. (A proof of enrollment on school letterhead is required prior to award.)
- g. To qualify and be eligible for a scholarship, applicants must maintain an overall GPA as required by their school. **Applicants are not required to be "A" students.**
- h. Relation of occupation to the Water Environment Industry.
- i. Number of units enrolled for versus number of hours working.

INCOMPLETE OR DISQUALIFIED APPLICATIONS WILL NOT BE EVALUATED.

Applications, including related documents, will be evaluated by the Scholarship Committee to determine the successful scholarship recipients. **Only the current-year forms will be accepted.**

## APPLICATION REQUIREMENTS

It is the applicant's responsibility to include all of the following in one mailing; separate mailings require prior approval from CWEA. Separate mailing of transcripts from the educational institution directly to CWEA is acceptable.

- a. Completed application form must be type written or printed (in ink) and signed. **Only the forms from the current year will be accepted.**
- b. Official transcript of grades from present or last school attended. If you are a current university or college student, please submit transcripts including the most recent semester. If you are entering as a freshman in the fall, please submit your high school transcripts. Must be on school form; **label as Attachment 1.**
- c. Statements of:
  - 1) Career, educational, and personal goals as they apply to the water environment industry (1000 words or less; involvement in CWEA activities of qualifying member; **label as Attachment 2).**
  - 2) Need for financial aid (Please state how this scholarship will meet your financial need for the upcoming term. Also include what other sources of financial aid or income will be used for your education and what will be the consequence if you do not receive this scholarship. This can include projection of loans, family financial situation, employment, etc. This information is important for the evaluation. The more information you provide, the more complete picture the evaluation committee will have to make a decision. **Label as Attachment 3.**
  - 3) Two (2) references in letter-form. Letters should be on the letterhead of the firm, school or organization involved and reference specific duties, or classes taken, as well as dates. **Label as Attachment 4.**

**The complete application must be submitted in one mailing.  
All applications must be received in CWEA's office no later than January 15, 2018.  
Fax or electronic packages will not be accepted.**

Send application to: CWEA, 7677 Oakport Street, Suite 600, Oakland, CA 94621-1935.

CWEA will acknowledge receipt of application.

## AWARD PROCESS & REQUIREMENTS

Notification will be given to all applicants as to the status of their application and if an award has been granted. Notification will be given by March 15<sup>th</sup>. Winners will also be invited to the CWEA Awards Luncheon at the CWEA Annual Conference in April where scholarship recipients are announced. *Attendance will be at the expense of the recipients.*

The award will be valid for the following school year (beginning in September).

**To receive the award, recipients must submit an official proof of enrollment statement** from the school in which they are enrolled, stating their enrollment status for the school year starting in September. This should be on school letterhead and/or be signed by a school official. **A class schedule or letter of acceptance cannot be substituted for this requirement.**

Awards will be available **no earlier** than September 15<sup>th</sup> and must be claimed by October 15<sup>th</sup>.

**Questions:** CWEA Office, Megan Barillo, mbarillo@cwea.org, (510) 382-7800 ext. 141  
Scholarship Committee Chair, Megan Yoo Schneider, [meganyoo@gmail.com](mailto:meganyoo@gmail.com)

**CALIFORNIA WATER ENVIRONMENT ASSOCIATION  
KIRT BROOKS MEMORIAL WATER ENVIRONMENT  
SCHOLARSHIP APPLICATION**

**2018**

**only current form  
will be accepted**

Read application requirements carefully before completing this form.

**APPLICANT INFORMATION**

- Name: \_\_\_\_\_  
Last First M/I
- Address: \_\_\_\_\_  
Street City  
State Zip code
- Home Phone: ( ) - Work Phone: ( ) -
- Email: \_\_\_\_\_
- Name of Parent or Legal Guardian (if under 18): \_\_\_\_\_  
Address City State Zip Phone ( ) -
- Sponsoring CWEA Member Name (If Applicable): \_\_\_\_\_ Relationship to applicant: \_\_\_\_\_
- Are you a CWEA Member Number\*: Yes / No (please circle)
- Are you a previous recipient? \_\_\_\_\_ If yes, what year(s)? \_\_\_\_\_

**EDUCATIONAL INFORMATION**

- GPA: \_\_\_\_\_ (attach transcripts of grades from present or last school attended, Attachment 1)
- I am applying for a Category A B C D E F scholarship. (circle one)  
See categories on page 1 of Kirt Brooks Scholarship information.
- School Name (2018-2019 school year): \_\_\_\_\_  
Address City State Zip code
- Major field of study: \_\_\_\_\_
- Starting Date: \_\_\_\_\_ Expected Graduation Date: \_\_\_\_\_
- What student level will you be in the Fall? 1<sup>st</sup> Year: \_\_\_\_\_ 2<sup>nd</sup> Year: \_\_\_\_\_ 3<sup>rd</sup> Year: \_\_\_\_\_  
4<sup>th</sup> Year: \_\_\_\_\_ 5<sup>th</sup> Year: \_\_\_\_\_ Graduate: \_\_\_\_\_

7. How many credits do you anticipate taking between Fall 2018 & Summer 2019? \_\_\_\_\_
8. Statement of Career and Personal Goals. Please include statement as Attachment 2.

**FINANCIAL INFORMATION OF APPLICANT (attach any other pertinent information)**

1. Present Employer: \_\_\_\_\_

2. Address:

\_\_\_\_\_ ( ) -  
Street City State Zip Phone

3. Total hours per week you work: \_\_\_\_\_

4. Number of family members in your household (include yourself): \_\_\_\_\_  
Are you a primary provider for your household? \_\_\_\_\_ Are you claimed as a dependent? \_\_\_\_\_

5. Statement of Need: Please describe how receiving a Kirt Brooks Scholarship Award would financially assist you in achieving your educational goals. Include as Attachment 3.

6. Annual Household Income (circle): a. Below \$50,000 c. \$75,001 - \$100,000  
b. \$50,001 - \$75,000 d. Over \$100,000

7. Are you the recipient of other financial assistance that **does not** require repayment? \_\_\_\_\_

If yes, from whom? \_\_\_\_\_ Amount: \$ \_\_\_\_\_

8. Have you applied for any other scholarships, stipend, fellowship, awards, or grants? \_\_\_\_\_

If yes, please specify: \_\_\_\_\_ Amount (if received): \$ \_\_\_\_\_

9. Personal References: two letters of reference (non-family) are required. Include as Attachment 4.

Reference 1  
Name: \_\_\_\_\_ Phone: ( ) - \_\_\_\_\_

Reference 2  
Name: \_\_\_\_\_ Phone: ( ) - \_\_\_\_\_

Submit application and attachments by **January 15, 2018** to: CWEA Kirt Brooks Memorial Water Environment Scholarship, 7677 Oakport Street, Suite 600, Oakland, CA 94621-1935

I certify that the information provided is true and factual.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Falsification of information will result in disqualification