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Executive Director

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www.TBCF.org

March 16, 2009

«Salut» «FirstName» «LastName»

«School»

«Address»

«City»

RE: 2009 Changes to TBCF Scholarships

Dear «Salut» «LastName»:

The Thunder Bay Community Foundation is writing to inform you two small changes to our scholarships process in 2009. These changes have been made in response to feedback we received last year from the various Student Services departments.

The process for determining the recipients of Community Foundation awards will continue to be the same as last year, with two exceptions:

1. References to student names and schools will be blacked out before the nomination forms are reviewed by our Scholarships Committee.
2. Schools are asked to only nominate two (2) students for the Dewar, Dyke and Rodgers scholarships instead of three (3) as was the case last year.

We have also been asked to clarify the weighting our committee places on the various application elements. Each of the four elements within the application will continue to receive equal weighting:

- Academic performance
- Reference letters
- Community and school involvement
- Essay

Schools are free to use whatever process they feel best to determine their candidates for these awards. However, nominated students are required to fill out the Foundation's application forms, which are made available to the high schools in this package and on the Community Foundation website.

All applications are due to the Foundation office by April 15th, 2009.

Any questions, concerns, or points of clarification may be directed to Paul Wolfe at the Foundation office at (807) 475-7279. I will do my best to assist you in any way possible.

Sincerely,

Paul Wolfe
Executive Director