

# INTEROFFICE MEMO

TO: Career Halls 1, 2, 4, 5, 6, 8, 9, 10, 11, 12, 13, 15, 17, 18 Admin., Training, Fire Prev., Mech., Dispatch, B/Chiefs

FROM: Len Garis, Fire Chief  
Mike McNamara, President Surrey Fire Fighters Association L-1271

DATE: February 11, 2014 FILE: 7320-20 S

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## Surrey Fire Fighter's Scholarship

We are fortunate to be able to provide a scholarship opportunity to the children of Surrey Fire Service employees, as a result of the generosity of someone who wishes to remain anonymous and asks for no thanks other than following through on their instructions for awarding a scholarship.

We have established a Surrey Fire Fighters Scholarship Account. You can make voluntary donations at any time by sending cheques payable to Surrey Fire Fighter Charities attention Mike McNamara. Any donations received will serve to build the fund over time, to hopefully preserve what has been started by the generosity we have already received.

### Guidelines are as follows:

\*Candidate must be a child of an employee of the Surrey Fire Service. This includes all past and present members as well as all divisions including the Administration. (Only immediate blood and adopted children, no grandchildren)

- Candidates must be between the ages of 16 and 24 at the time of application, and may only receive the scholarship once, but may apply for it as many times as they would like, within the age restriction as noted.
- Candidates may already be enrolled in school, working or unemployed.
- Candidates **should** maintain at least a C average, or the expected passing grade for any courses enrolled in.
- Candidates must submit a letter stating what their plans are for the future and what they have accomplished in the past.

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- All Candidates must provide a letter of reference that will document worthiness of receiving the Scholarship Award.
- All Candidates must submit a copy of their most recent transcript.

### Scholarship Selection Committee

- Will be as follows: Fire Chief or designate, Union President, Division Representatives or designates, and one additional fire fighter selected from the Executive or Executive Board as mutually agreed between the Fire Chief's office and Union Executive, for a total of five members on the Committee.
- No member of the Selection Committee may have any children (regardless if they are applying or not) between the ages of 14 and 26. If that is the case, a mutually agreeable volunteer will be selected to represent the Division in question.
- Each member of the Committee will be provided copies of each of the submissions, and prioritize or rate each submission on a common scale of 10.
- All applications must be submitted to Hall #1 Administration, attention "Surrey Fire Fighters Internal Scholarship" no later than April 15, 2014 at 4:00 p.m.
- Only the recipient will receive notification of their award no later than June 14, 2014.
- The scholarship can be used for tuition or schooling of any type providing it is intended to provide the student with work opportunity as an adult.
- The Scholarship will be in the form of a single \$2,500.00 award.
- This Scholarship is about helping someone who has or will make a difference in their lives or in someone else's. It is not about the highest grade, the best athlete, or highest achieving student.



Len Garis  
Fire Chief



Mike McNamara  
President, SFFA L-1271

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