

# The North Bay Watershed Association Scholarship Application Guidelines

Due April 30, 2025

The NBWA offers two scholarship programs to support education and professional growth:

- Carl Morrison Conference Access Scholarship: Up to \$500 for NBWA-sponsored events, including full-day registration at NBWA's biennial conference and closing reception.
- Watershed Education Scholarship: Up to \$1,000 for educational purposes. Open to individuals of any age residing or working within the NBWA boundary (lands draining to the San Pablo Bay).

This document outlines the application process, eligibility criteria, scoring insights, and deadlines for each scholarship. Don't miss the opportunity to pursue your goals—apply today!

## CONFERENCE ACCESS SCHOLARSHIP (CARL MORRISON CONFERENCE SCHOLARSHIP)

The North Bay Watershed Association (NBWA) offers a scholarship to help interested individuals attend their biennial conference or a NBWA-sponsored event. NBWA is committed to providing as much assistance as possible to keep registration fees from being a barrier to conference attendance.

Applicants for awards should submit the following by **April 30, 2025**:

1. Cover letter that includes:
  - Name and details of the conference, including cost, location, and topic
  - Award amount for which you are applying:
    - Conference ticket only
    - Conference ticket and travel (up to \$500). Must provide breakdown of anticipated travel costs.
  - Expected benefits of attending the conference (citing specific sessions or workshops of interest)
2. Resume

## To apply for the Conference Access Scholarship

In a single PDF, send cover letter and application documents to [Northbaywa@gmail.com](mailto:Northbaywa@gmail.com). Please include “**NBWA CMC Scholarship Application**” in the subject line. All applicants will receive an email confirming their complete application has been received.

## WATERSHED PROGRAM SCHOLARSHIP

The North Bay Watershed Association (NBWA) offers a scholarship to help fund educational opportunities for students of all ages who reside or work within the NBWA boundary, which encompasses all lands draining to the San Pablo Bay, who intend to enter, or are currently enrolled in high school, vocational school, trade school, technical school, accredited university, or two-year or four-year college to pursue studies in the environmental sciences, engineering, or pursuing water industry certifications or training.

Applicants for awards should submit the following by **April 30, 2025**:

1. Cover letter and essay (not to exceed 500 words) covering:
  - a. What educational institute are you currently or planning on going to and desired major?
  - b. Scholarships dollar amount requested (up to \$1,000)
    - i. Applicants must provide an explicit breakdown of what the requested funds will cover, including but not limited to tuition, books, transportation, and other educational expenses. The association reserves the right to adjust the awarded amount based on the demonstrated financial need of each applicant.

- c. Share a bit about your educational or professional goals and how the scholarship will help you reach your goals.
  - d. Why you feel you should receive the scholarship.
    - i. Awards or recognition received
    - ii. Extracurricular activities. List all volunteer experiences, leadership activities, and community involvement.
    - iii. Employment experience
    - iv. Financial need. Financial need of applicants is part of the selection process. Applicants can detail their financial circumstances, including any hardships or extenuating circumstances like medical expenses or job loss. "Need" will be assessed using methodology that may take into consideration current family income, accumulated assets, family size and number of family members in school. To assist in this review, supporting documentation may be required, including tax return, pay stubs or employment verification, bank statements, and budget breakdown.
2. References. Applicants must include at least one (1) letter of recommendation from teachers, guidance counselors, coaches, community leaders, mentors, or work supervisors (no family members). Student applicants should advise their references to list the student's name only in the subject line of the letter. Reference letters can be sent directly to [Northbaywa@gmail.com](mailto:Northbaywa@gmail.com) or included in the application packet submitted by applicant.

### To apply for the Watershed Program Scholarship

In a single PDF, send cover letter and application documents to [Northbaywa@gmail.com](mailto:Northbaywa@gmail.com). Please include "**NBWA WP Scholarship Application**" in the subject line. All applicants will receive an email confirming their complete application has been received.

NOTE: The NBWA reserves the right to feature information and images regarding scholarship awardees on its official website and social media platforms. By accepting a scholarship, recipients acknowledge and agree that such details may be publicly shared for promotional, informational, and transparency purposes. If you have any concerns regarding this policy, please contact the NBWA directly.

NBWA USE ONLY

**SCORING CRITERIA TO BE USED BY NBWA**

Listed below are the scoring criteria that NBWA will use to evaluate each scholarship application:

Yes	No	Scholarship Application Requirements
		Applicant lives within North Bay Watershed boundaries (lands draining to the San Pablo Bay)?
		Applicant provided name and details of conference [for Conference Access Scholarship]?
		Applicant is enroll(ed)ing in high school, vocational school, trade school, technical school, accredited university, or two-year or four year college to pursue studies in the environmental sciences, engineering, or pursuing water industry certifications or training? [for Watershed Education Scholarship]
		Application received by 5:00 p.m. on Friday, April 30, 2025?
		Application submitted electronically with proper subject line?
		<b>Fulfilled three of four application requirements above, as applicable</b>

Application Components, as applicable	Eligible Points	Points Awarded	Weight	Weighted Score*
1. Followed application instructions	(0-3)		x 1	
2. Employment experience	(0-5)		x 1	
3. Participation in water career related activities	(0-8)		x 1	
4. Participation in Community activities	(0-11)		x 1	
5. Provided letter of recommendation (Watershed Program Scholarship only)	(0-3)		x 1	
6. Extracurricular activities (Watershed Program Scholarship only)	(0-5)		x 1	
7. Quality of essay (Watershed Program Scholarship only)	(0-3)		x 3	
8. Quality of attachments (Watershed Program Scholarship only)	(0-2)		x 1	
9. Overall quality of application	(0-3)		x 3	
<b>Total</b>				<b>/55</b>

\*Weighted Score = Points Awarded value multiplied by the Weight value

(Internal Use ONLY) Applicant # \_\_\_\_\_