

BUTTER'S FINE FOOD AND WINE

Butter's Fine Food and Wine
Attn.: Scholarship
70 North Main Street
Concord, NH 03301
603-225-5995
www.ButtersFineFood.com/forms.php

BUTTER'S FINE FOOD AND WINE CULINARY ARTS SCHOLARSHIP STUDENT/PARENT INFORMATION PACKET

Dear Student and Parents,

This information packet has been prepared to assist you in applying for the Butter's Fine Food and Wine Culinary Arts Scholarship. The Butter's Fine Food and Wine Culinary Arts Scholarship Fund was created to assist those NH High School students (current or former) who wish to pursue a degree in the culinary arts at a New Hampshire based Culinary Arts college program.

Butter's Fine Food and Wine made a commitment in the fall of 2010 to NH high students to support higher education by raising money to establish this scholarship fund. The Butter's Fine Food and Wine Scholarship Fund Association will begin to fund scholarships in 2011. Typical awards are about \$500 for each student. Funds available for these scholarships are based on the interest accrued by the basic scholarship fund.

These scholarships are awarded each year and are designed to aid students who have demonstrated financial need and academic achievement, specifically students who are making financial contributions to their education through employment and/or who are involved in community service projects on a regular basis. On separate pages, you will find the Student Application Form, a Faculty Recommendation Form and an Additional Notes page. It is the responsibility of the student to insure that all required documentation is obtained and submitted with their application by the due date.

Initial Qualifying Criteria: If you do not qualify for the first step of the application process – the FAFSA Effective Family Contribution (EFC) criteria - you should not apply for this scholarship. The EFC criteria establishing financial need for this scholarship are between \$5,000 and \$10,000.

We realize that financial need often hinders some of the best opportunities for learning. Therefore, it is our intent that through this scholarship we will be able to assist students in reaching their personal and professional goals. We consider it an honor and a privilege to help students achieve success as they assume leadership responsibilities as a citizen in their community. Best wishes!

Sincerely,

Marcia Ammann
Director
Butter's Fine Food and Wine
Scholarship Fund Association

ADDITIONAL NOTES FOR SCHOLARSHIP APPLICANTS FOR 2011

- Butter's Fine Food and Wine Scholarship Funds are for Undergraduate work at any Accredited Culinary Arts College or Program
- Once you have filled out your FAFSA and determined that you fall within the EFC financial parameters of \$5,000 to \$10,000, you may continue the application process. If your EFC does not fall into this range, do not continue the application process as you will not qualify for this scholarship program.
- The Application, Background Statement, Community Service or Employment Verification should arrive at the Butter's Fine Food and Wine Association office as a packet. So make sure that you request these documents well in advance of the deadline date. Under no circumstances are application packets accepted after the deadline, however, faculty recommendations are accepted up to 5 days following the deadline, since they are sent separately by the faculty member.
- Email submissions are not usually accepted, please check for permission.
- Employment verification – Not meant to be a recommendation, just confirmation of employment.
 - o It is the student's responsibility to provide verification of employment – while some companies have online verification systems by 3rd parties, we do not check these types of verifications – the student must find some other way to provide verification of employment, such as a note from a supervisor on Company letterhead, signed, with the signers name printed on the letter.
 - o Only 1 employment verification is required, do not send verifications for all jobs (if the student has multiple jobs, select the most important job and have that verified, the other jobs can be mentioned in the background statement)
- Community Service verification – Not meant to be a recommendation, just confirmation of community service.
 - o Only 1 verification is required, do not send verifications for all Community Service (if the student is involved in multiple Community Service projects, select the most important one and have that verified, the others can be mentioned in the background statement)
- Background statement
 - o This is the student's opportunity to share any information they would like to with the selection committee. That could include anything that sets you apart from other students, any extenuating circumstances in your life, your undergraduate goals, your interests and career goals.
- The Faculty Recommendation is the only document that should come to the office separately.

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BUTTER'S FINE FOOD AND WINE CULINARY ARTS SCHOLARSHIP STUDENT APPLICATION FORM

Applicant Name _____
(Print clearly – all lines are required to be filled out)

Home Mailing Address _____

Campus Mailing Address _____

Student ID Number _____ Expected Graduation Date _____

Major _____ Minor _____ GPA _____

Faculty Sponsor _____
(Person completing your faculty recommendation)

Sponsor's Department/College _____

Initial Criteria:

Your FAFSA Effective Family Contribution (EFC) amount must be between \$5,000 and \$10,000 to qualify for this scholarship. If your FAFSA EFC does not fall in this range, do not continue with this application. (FAFSA Forms must be filed with federal processor in advance of March 1, 2011.)

Scholarship Criteria and application checklist: the starred items (*) items below, are the only documents that should be submitted by the student. The application & all documentation, except for the faculty recommendation, needs to be compiled as a packet. Please refer to the Additional Notes page for details about the documents needed for this application. If you have questions about the application, please call 603-225-5995.

DEADLINE: May 1, 2011. The application must be received by 4:30 pm of the deadline date.

1. _____ * Application
2. _____ * Employment Verification Letter and/or Community Service Verification Letter.
3. _____ * Background information statement (Maximum of 1 page double spaced).
4. _____ Required Faculty Recommendation - Faculty members will forward their recommendations directly to Marcia Ammann, director of the Butter's Fine Food and Wine Scholarship Fund Association at the above address.
(Please follow up with your faculty member to make sure that the recommendation is received by the deadline date.)

Please sign and date this form. Your signature indicates that you have read the Student/Parent Information for the Butter's Fine Food and Wine Scholarship Fund Association and that you have completed all documentation listed above. Thank you.

Student Applicant's signature

Date

Please note: Students may reapply on an annual basis for these scholarships.
Students will be notified of the scholarship awards by the Parents Association by the end of May each year.

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Applicant's Name _____
(Print clearly)
Student ID Number _____ Expected Graduation Date _____
Major _____ Minor _____
Sponsoring Department/College _____
Faculty Sponsor _____
(Print clearly)
Faculty Campus Address. _____

Using the front and back of this page, please elaborate why you feel this student should be recommended for the Butter's Fine Food and Wine Scholarship Fund awarded through Butter's Fine Food and Wine. In your comments, please include how long you have known the student, their primary academic interests, personal characteristics, outstanding achievements, contributions to the University or High School and society as a whole, or any other information that would deem them a worthy recipient.

Please send this form & your recommendation to: Marcia Ammann, Director of the Butter's Fine Food and Wine Scholarship Fund Association, at the above address by May 1, 2011. *(No online recommendation form is available.)*