



The Richard Ivey School of Business,
 Entrepreneurship Institute Scholarship
 for Entrepreneurship

Richard Ivey School of Business
 The University of Western Ontario



Junior Achievement of Canada (JA Canada)
 2009 – 2010 Program Year Guide

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Award Background

- For close to a century, Ivey has been developing business leaders through a demanding and proven educational process based on the case study method; Ivey believes business leaders and entrepreneurs need to cultivate a unique way of exploring, analyzing and finding solutions to challenging business issues.
- Richard Ivey School of Business mission is to develop leaders who think globally, act strategically and contribute to the societies within which they operate.
- Entrepreneurship Institute Mission is to cultivate the entrepreneurial spirit throughout Ivey and improve the economic security and sustainability of venturing for entrepreneurs worldwide; the Institute strives to be a catalyst to foster the attainment of dreams, and an improved standard of living for all.

Awards & Scholarships Management

*The **Education Manager** has been appointed by JA Canada to oversee the management of JA Canada's National Awards & Scholarship Program and his/her responsibilities include the following:*

- Collaborate with JA Canada Vice President of Education in updating JA Canada's National Awards & Scholarship Programs and communicate with Charters as outlined in the Charter Communications Schedule.
- Serve as Liaison between the Sponsoring Organization and JA Canada
- Coordinate meetings and act upon the Communications Schedule as outlined
- Identify Sources of marketing to promote the Awards through media, such as scholarship books, schools, e-mail blasts; appropriate media will be identified and discussed with JA Canada
- Create Application Forms and establish Electronic Distribution Channels
- Short list all received applicants (Award Recipients & Non-Recipients) receive response in the form of a letter
- Conduct a Review with Donor Representatives regarding the Award Process
- Provide an Executive Summary of Award Process (3 – 5 pages long) and make recommendations to improve the overall Process

Application Process

Purpose	To recognize success and to encourage the development of entrepreneurship among youth in Canada through their participation in JA Programs
Value	One (1) Cash Scholarship of \$1,500/Award Recipient X One (1) Award Recipient in Total
Award Details	Payment of the scholarship will be made after the written confirmation of post-secondary enrollment is received by JA Canada; these conditions apply to both the September and January enrollments of the following year
Eligibility	<ul style="list-style-type: none"> • All students enrolled in The Company Program – A Student Venture (In School & After School Edition) for the 2009-2010 Program Year that will be graduating secondary school before June 30, 2010 and entering an accredited college or university the following school year • The Applicant must have maintained attendance of 80% in the JA Program • The Applicant must adhere to the rules and regulations concerning the Award including the completion of all requested documentation in the Application Package Requirements • The Application Form must be signed by the Applicant and his/her Parent or Legal Guardian if the Applicant is under 18 when the Application Package is submitted
Award Topic	<i>“What skills are needed to be a successful entrepreneur? How did effective or ineffective teamwork impact the results achieved by your JA company?”</i>
Application Package Requirements	<ul style="list-style-type: none"> • Typed and double spaced, a 500-word Essay Analysis of the Award Topic • The Application Form • 2 Recommendation Letters; 1 from the Local JA Office, 1 from a teacher or a community leader (JA Volunteer or employer) who is familiar with the Applicant • A Résumé highlighting the Applicant's best subjects, student activities, volunteer experience outside of school, club or church activities and hobbies
Application Process	<ol style="list-style-type: none"> 1. The Applicant submits the Application Package to his/her Charter by March 5th, 2010 2. Each Charter selects and forwards only One (1) Application Package to JA Canada 3. The Judging Panel reviews all Application Packages received by JA Canada
Award Recipient Criteria	<ul style="list-style-type: none"> • The Applicant must be involved in some form of community service; “community service” refers to any type of involvement in a community organization, from office work, fund-raising, to traditional volunteer activities; Preference will be given to the Applicant involved with youth or children • Award Recipients must agree to have his/her name published in association with JA Canada and the Award and sign a release form
Deadlines	<ul style="list-style-type: none"> • Applicant's Submission Deadline to his/her Charter: Received by March 5th, 2010 • Charter's Submission Deadline to JA Canada: Received by March 19th, 2010

Application Form

Value: One (1) Cash Scholarship of \$1,500/Award Recipient; One (1) Award Recipient in Total

Purpose: To recognize success and to encourage the development of entrepreneurship among youth in Canada through their participation in JA Programs

Please submit all documents listed in the Application Package Requirements to your Charter by March 5th, 2010. Thank you for participating in JA Canada's Program and applying for the Award. We wish you all the best in your future endeavors.

JA Charter:		Student Name:	
Male/Female:		Birth Date:	
Telephone No.:		E-mail Address:	
Address:			
City, Province:		Postal Code:	
Name of Parent/Legal Guardian/Other (Indicate the relationship):			
Telephone No.:		Current School Overall Average: %	
Describe your Education and/or Career Plans following Secondary School (Please Use Times New Roman, Font Size 11 and Under 160 Words):			
Student Signature:			
Parent/Guardian/Other Signature:			
Applicant's Submission Deadline to Charter: Received by March 5th, 2010			Received On-Time: Yes/No
Charter's Submission Deadline to JA Canada: Received by March 19th, 2010			Received On-Time: Yes/No
PLEASE NOTE: The award recipient has 3 years from date of announcement in which to collect the scholarship. Otherwise the funds will be used to support other Awards & Scholarships.			

Appendix A – Judging Panel Composition

Representative	Organization	Industry Sector

Appendix B – JA Canada & Charters Communications Schedule

Date	Step	Description	✓
May, 2009	1	Award Process review by a Representative of Donor/JA Canada	
		New recommendations identified and discussed	
June, 2009	2	Changes incorporated in new applications	
		Judging panel identified in terms of Composition/Names	
September, 2009	3	Award information posted on JA Sites	
		E-mail blasts to schools to promote the Award	
		Communications sent to Charters regarding the Award	
October & November, 2009	4	Award information updated on JA Sites	
		E-mail blasts to schools to promote the Award	
		Communications sent to Charters regarding the Award	
December, 2009	5	Reminder to Charters to promote Awards & Scholarships	
January, 2010	6	Remind Charters of the March 5th Application Forwarding Deadline	
February, 2010	7	Remind Charters of the March 5th Application Forwarding Deadline	
March, 2010	8	Charters to identify number of Applicants received	
		Application deadline to JA Canada: March 19th	
		Prescreening Applicants for eligibility: March 22th –> March 26th	
April, 2010	9	Judging Panel reviews Applicants: Week of April 5th	
		Award Recipients determined by April 12th	
		Notify Award Recipients by April 26th	
May 2010	10	News release to announce the Award Recipients	
		Conference follow up calls to the Award Recipients	
		Award Recipients submit testimonials/experience letters to school Newsletters & JA Canada	
		Photos/Comments posted on JA Canada & Charters sites	

Appendix C – Awards Committee Schedule

Calendar 2009

January	February	March	April
May	June	July	August
Review Award Cycle Identify changes for the process & procedures	Changes incorporated Judging Panel Composition confirmed	Announce Judging Panel composition to Charters	No action planned unless required otherwise
September	October	November	December
Award information posted on Charters sites National Awards Director selected & oriented	JA/Sponsor E-mail blast to schools for promotions Charter Communications about the Award	Report on the Application submission status Review various logistics regarding the Award	

Calendar 2010

January	February	March	April
Remind Charters of March 5th, 2010 application deadline	Remind Charters of March 5th, 2010 application deadline	Charters submit Application Packages to JA Canada Prescreen & Review Application Packages Judges review Application Packages received to date	Judging Panel reviews applicants Wk of April 5th, 2010 Award Recipients selected by April 12th, 2010 Announce the Recipients by April 26th, 2010
May	June	July	August
News release to announce the Award Recipients Conference follow up calls to the Award Recipients	Award Recipients submit testimonials/experience letters to school Newsletters & JA Canada Photos/Comments posted on JA Canada & Charters sites	Prepare and review the overall Award process	
September	October	November	December

Appendix D – Media Coverage