

Dear Applicant,

Our funds are meant for students pursuing college education, vocational training, certification coursework and/or online coursework. These funds may be used for tuition, fees, books, and course-related materials and equipment. These funds may also be used for room and board if you stay on campus. All funds must be sent directly to the institution and no refunds from the institution can be given to the student for any reason. Any unused funds will be returned to PAEF. We can hold any unused funds for the next school year and resend to the institution of your choice. Any awards must be claimed within one year of award or will revert back to PAEF funds for future students...with exception; students pursuing religious missions or national guard training must notify us to hold funds until they return.

Any resident of Granite County is eligible to apply for scholarship support to finance post-secondary education goals. In addition, students who are graduates of high school in Granite County are eligible to apply for scholarship support throughout their academic careers regardless of their residency. PAEF has streamlined the process to apply for many scholarships using one application. However, there are some scholarships that require special applications – see paefmt.com for all scholarship offerings.

For the basic application, you must write a 250 to 500-word essay worthy of a 12th grade student, meeting the Montana Standards for Writing. The application essay is not an “I need” statement; rather, it states your goals and plans to achieve those goals. All essays should be in paragraph form with a title – three to five paragraphs and double spaced for evaluation. Expected components of an essay include: Introduction with a thesis; Body of data and details to support your thesis; and Conclusion to summarize your claims or thesis.

Some awards require more than one essay. If an additional essay is required, be sure to meet the criteria as outlined in the award description or application. For examples: for the O’Rourke Scholarship, describe how your life, struggles, dreams, and accomplishments are similar to Commander O’Rourke’s. For the KPK Trust Scholarship, be sure to provide what you have done in life to deserve this opportunity and your hopes for the future – it’s a large scholarship, so the essay is more substantial. This application and required documents must be put in a separate envelope to be forwarded to the donor for evaluation. For the Vern and Anne Steffan Scholarship, provide a story about how sports in high school improved your educational experience. For the Ezra R. Gentry Memorial Scholarship, you must write a letter of interest to the Bucha/Gentry family along with two letters of recommendation, again, separate envelope for donor evaluation. For the Rotary Scholarship, use the special application and meet all the requirements – this is a larger scholarship and requires more action on your part. For the Ranch at Rock Creek Scholarship, you must write a letter of intent which describes you, your work experience (paid and voluntary) even if it was working for your family, and you hope for the future. Let them know a little bit about your personality. This scholarship also requires two letters of recommendation – all in a separate envelope to be forwarded to the donor for evaluation.

Over the years, more people are applying for educational and training funds, and competition is getting tougher. Make your application stand out by meeting the criteria, writing an interesting essay, and submitting a complete packet – put your best foot forward. Judging criteria for the essays will include: interesting content, grammar, spelling, format, and quality of supporting data. Data from Wiki is not good quality; data from Department of Labor or industry professional is great! Furthermore, make sure you meet the word count. Short paragraphs or ramblings are simply not acceptable – not for our scholarships or any others you are considering.

All applicants are required to submit **official transcripts** and **three letters of recommendation** to attest to your character and potential for success. In the past, applicants have been rejected for all consideration of any scholarship due to lack of **three letters** of recommendation. For high school students, letters from teachers, coaches, community organizations and employers are appropriate; letter from family and friends are not appropriate. For college students, letters from college or training instructors, community organizations and employers are appropriate. Do not resubmit letters from high school – your letters should show growth over the years. Although they certainly want to see you succeed, letters of recommendation from family and friends are NOT appropriate for scholarship application.

Submit all required documents in a plastic folder with a binding. Please do not put each page in a separate plastic; just one clear folder is good for the presentation and evaluation. Use the checklist to make sure all items are complete for the application packet. You may hand deliver the application packet to any PAEF Board member or send it to PAEF, PO Box 900, Philipsburg, MT 59858. All applications must be received by March 31st. Late or incomplete applications will not be considered. Winners will be notified by mail, along with an invitation for your family to attend the award reception.

Each year, our Scholarship Committee is comprised of equal representation from Drummond and Philipsburg. These community members work hard to ensure all applications are given due diligence. Our Scholarship Committee looks forward to seeing your application. Good Luck!

Best Regards,

Philipsburg Area Education Scholarship Committee

PHILIPSBURG AREA EDUCATION FOUNDATION (PAEF) – SCHOLARSHIP APPLICATION 2025

APPLICANT INFORMATION

NAME:		DATE:
MAILING ADDRESS:		PHONE:
CITY:	STATE:	ZIP:
SOCIAL SECURITY NUMBER: ____ - ____ - ____		EMAIL:

PARENT/GUARDIAN INFORMATION for HIGH SCHOOL STUDENTS

NAME:	NAME:
PHONE/EMAIL:	PHONE/EMAIL:

ACADEMIC INFORMATION

DATE OF HIGH SCHOOL GRADUATION OR GED:		
HIGH SCHOOL or COLLEGE GPA:	SAT or ACT SCORE:	Do you have an IEP or 504?
What is your intended career path after high school or college graduation? This statement is NOT your essay; it is your beginning major or training emphasis.		
Attach a copy of your latest high school transcript and official copy of SAT or ACT score OR latest college transcript.		
Attach a list of honors received and/or leadership positions held in high school or college.		

FINANCIAL INFORMATION

1. Provide a copy of expected family contribution (EFC) from the student aid report (SAR) you received after filing your free application for federal student aid (FAFSA). EFC: (Explain if not providing EFC.)	
2. Attach other information you desire the committee to use in evaluating financial need.	
3. Have you received or expect to receive an athletic scholarship from any institution? ____ YES ____ NO	
PUBLICATION: By signing the application below, you are giving PAEF permission to publish your name and essay for public relations. If you wish to opt out of publication, please check here: ____ NO, do not publish essay.	
VERIFICATION: Sign to show all information provided in this application is true to the best of your knowledge.	
SIGNATURE:	Date:

DEADLINE: Send the completed application and required attachments to: PAEF, PO Box 900, Philipsburg, MT, 59858 or hand directly to a PAEF Board Member before the deadline – March 31.

LATE or INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED!

PLEASE CHECK THOSE SCHOLARSHIPS FOR WHICH YOU ARE MAKING APPLICATION (You may check more than one.)
Scholarship descriptions and checklist are available at: www.paefmt.com. Be sure to read each description carefully
as essays and information are required in addition to the PAEF Scholarship Application.

	Marletto Family Scholarship: up to two scholarships (\$10,000 in total) for Granite County student(s) to engage in post-secondary education. Financial need is a primary criterion. Proof of financial need required. Preference for current-year graduates, but could be a student <i>just getting started</i> in college or training several years after high school graduation.
	PAEF Board of Director's Scholarship: at least \$1000 for a Granite County resident to engage in post-secondary education. Character and academic potential are primary criteria.
	Tom Hood Leadership Scholarship: at least \$1000 for a Granite County student to engage in post-secondary education or training. Character and academic potential are primary criteria. Preference will be given to returning students – those enrolled in 2nd year or more.
	Commander Bernard J. O'Rourke Scholarship: \$1000 for a current-year graduate of Granite High School to engage in post-secondary education. Requires additional essay. Applicants should read Commander O'Rourke's biography at PAEFMT.com. Your essay should state how your struggles and dreams are similar the Commander's life struggles and achievements.
	Vern and Anne Steffan Scholarship: \$500 for a current-year Granite County graduating senior and student athlete to engage in post-secondary training – requires additional short essay. Your essay should include a favorite sport memory from high school and how sports enhanced your high school experience.
	Rose and Thomas Brogan Scholarship: at least \$2500 for a Granite County student who has attended college for at least one year with preference to those majoring in business, economics or mathematics.
	Eik Family Scholarship: a \$500 scholarship for a Granite County student to engage in post-secondary education. Preference shall be given to current graduating seniors pursuing vocational training.
	Butts Family Scholarship: a \$500 scholarship for a Granite County graduate (up to three years of graduation) to pursue vocational or trades training.
	J. Grassey Scholarship: a \$1000 scholarship for a Granite County resident to pursue training in aviation industry or trades.
	Jon Manke Memorial Scholarships: two \$500 scholarships – one \$500 scholarship to a Drummond High School graduate and one \$500 scholarship to a Granite High School graduate majoring in the healthcare field; preference shall be given to nursing.
	Granite County Medical Foundation Scholarships: two \$1000 scholarships to sophomore or higher college students majoring in healthcare; one for the upper valley area and one for the lower valley area.
	Molteni Scholarship: \$500 for a Granite County student preparing for a career in healthcare.
	Munis Family Scholarship: \$1000 for a Granite County student pursuing a career in agriculture.
	Ezra R. Gentry Memorial Scholarship: \$500 scholarship to current-year graduate and up to two years after graduation for student pursuing trades or vocation training OR union apprenticeship where funds can be used for tools and equipment. A letter of interest to the Gentry family and two letters of recommendation are required in addition to the PAEF application.
	Ed and Myrna Leipheimer Scholarships: \$1000 scholarship for Granite High School graduates (current or past) to engage in post-secondary education with preference given to students pursuing vocational training.
	David M. Rouse Memorial Scholarship: \$500 for a Granite High School graduate (current or past) to engage in post-secondary education with preference given to a current-year graduate.
	Granite Alumni Scholarship: \$500 for a Granite High School graduate to engage in post-secondary education – college, vocational training or online coursework leading to certification or a degree.
	Statler Family Scholarship in Memory of Theo Statler: \$2000 for a Granite County Student pursuing a degree in Fine or Performing Arts and/or Humanities (a broad range of studies).
	Flint Creek Childcare Scholarship: \$500 for a Granite County Student pursuing early childhood development, primary education or childcare. This fund may also be used for re-certification coursework.
	Philipsburg Rotary Scholarships: two scholarships (\$3000 total) (one for high school, one for adult) essay, resume, letter of recommendation, and interview with Rotary members required. See paefmt.com website for special application and mailing instructions. Do NOT use this application.
	Ranch at Rock Creek Scholarships: four scholarships (\$5000 each) letter of intent, two letters of recommendation. Separate envelope to be forwarded for evaluation. Do Not use this application.
	KPK Trust Scholarship: \$3000 for a Granite County current-year graduating senior -- essay required. See paefmt.com website for special application and delivery instructions. Do NOT use this application.

APPLICATION ESSAY: Attach an essay (250-500) which describes how this scholarship will assist in achieving your stated career goals. Meet proper essay components: introduction, body and conclusion.

ADDITIONAL ESSAYS or DOCS: see the PAEF website for submission requirements (Steffan, KPK, Gentry, O'Rourke.)

TRANSCRIPT and OTHER ACADEMIC DOCS – high school or college depending on your status.

FINANCIAL AID DOCUMENTS – STUDENT AID REPORT (SAR) AND FINANCIAL NEEDS STATEMENT (if applicable)

LETTERS OF RECOMMENDATION: Provide three letters to attest to your character and academic potential. Do not resubmit letters from last year. Letters from family and friends are NOT appropriate. Letters from instructors, employers, coaches or community organizations are appropriate. Make sure the letters are from the most current education or training instructors – college instructors for college students.

APPLICATION CHECKLIST

This checklist is provided to assist you in submitting a complete scholarship application. Incomplete or late applications will not be considered by the scholarship committee. Students, please seek help from your counselor or family, but it is expected that YOU will complete the application and essays – not a parent or someone else.

	Personal data complete with phone number(s)
	Social Security Number
	E-mail address (if any) and contact information for parent or guardian
	High School Transcript OR College Transcript – official copy please
	SAT and ACT score, if available
	Intended Career Path – this is your education major or training emphasis.
	Honors received and/or leadership positions held in high school or college
	Expected Family Contribution from FASFA report – provide a copy of the EFC page
	Other financial data (optional)
	Athletic Scholarship provided by another organization? Provide details as funds may affect your scholarship.
	Scholarship Essay(s) completed to Montana Standards for Writing 12 th grade
	Scholarship(s) for which application is made are marked.
	Three letters of recommendation are included. Letters from family or friends are not included. For returning applicants, these are new letters of recommendation – not copied from previous years. College or training instructors for second-year applicants should show growth or progress over the last year.
	Signed and dated application
	The entire packet of documentation is bound – clear plastic folder – do not put each page in a separate plastic; just one folder is good for presentation and evaluation.
	Mailing or hand delivering prior to deadline to ensure arrival by the deadline.

Students who are selected to receive scholarships are asked to attend a reception in their honor at 6:00 pm on approximately two weeks after application deadline. Family members shall be invited and the location shall be communicated to recipients. If the reception cannot be held or attended, students will be notified by US Mail.

Students will be required to complete a Memorandum of Understanding (MOU) before awards can be mailed in the first week of July. The MOU is a binding agreement between PAEF and the student about how the funds will be used. The MOU will be provided to you. If a student does not complete a full year of training, PAEF will seek reimbursement from the college or training institution.

Thank You cards show proper courtesy and are expected! You will be provided with the donor's mailing information at the reception. To ensure continued support from our generous donors, please get cards in the mail in May. In some cases, awards are not provided to PAEF (or you) until the donor receives a thank you card.