The Grace Berry Award for Women in Graduate Studies

Applications must be received at the Intercollegiate Feminist Center for Teaching, Research and Engagement (Vita Nova 107, Scripps College) by Friday, May 10, 2019. Applications, including recommendation forms and letters of recommendation, MUST BE SIGNED. E-mail letters of recommendation will not be accepted unless they are sent by the recommender and are signed (and must be received by the due date). Please refer to the checklist on page two when completing your application. No exceptions will be made.

General Information. The Grace Berry Award for Women in Graduate Studies is made possible by a gift to Intercollegiate Feminist Center for Teaching, Research and Engagement from Pomona College alumna Margarita Lorbeer Horner for the purpose of helping women at the Claremont Graduate University pursue their education. The gift was made in honor of Grace Berry, founder of the Pomona Valley Branch of the American Association of University Women in 1918. Grace Berry was a faculty member at Pomona College and dorm mother of the Sumner women’s dorm there.

Eligibility. The Grace Berry Award for Women in Graduate Studies supports women in graduate studies across the disciplines at the Claremont Graduate University. The award is intended to pay for expenses connected with students’ immediate educational needs, such as tuition payment, purchase of books and materials for classes or research, and so on. It is not intended for conference or travel expenses. Applicants will be judged on established need and academic excellence. Preference may also be given to applicants whose work is related to Women's and Gender Studies and who have begun work towards a thesis or dissertation.

Selection Process. Members of the IFC Steering Committee will review applications. Applicants will be notified of the results of the selection process before the close of the fiscal year (June 30).

The award amount is $500. The number of awards made is dependent on funds available; in 2018, two awards were given.
Instructions for Grace Berry Award Application

The application for the Grace Berry Award for Graduate Women consists of five parts. The required forms are included with these instructions. Submit your complete application, including two letters of recommendation that have been sealed and signed across the seal by the recommenders, to Intercollegiate Feminist Center for Teaching, Research and Engagement, Vita Nova 107, Scripps College, 1030 Columbia Avenue, Claremont, CA 91711.

Application deadline: May 10, 2019

Your application must include:

1. Application Form.

2. Financial Disclosure Form. (This is a need-based award; this form will be consulted in the selection process.)


4. Personal Statement. Provide a 1-2-page statement describing your current graduate work and research, why you are applying for the Grace Berry Award, and if relevant, how your work will contribute to Women’s/Gender Studies, as well as what you hope to accomplish with the support of the Grace Berry Award. Use this statement to share information that may not be apparent in your c.v.

5. Two letters of recommendation. Please complete the two recommendation forms before giving them to your recommenders. Each recommendation, consisting of the completed form and recommender’s letter, must be returned to you in a sealed envelope, signed across the seal. You should submit these with your application.

Checklist of Application Materials

____ Application Form

____ Personal Income Form

____ Curriculum Vitae

____ Personal Statement

____ Letters of Recommendation (2)
Grace Berry Award for Women in Graduate Studies, 2019
Application Form

Name___________________________________________
      Last                   First                   (Middle initial)

Address _______________________________________________

City _____________________________ State _____ Zip _________

Telephone _______________ Alternate telephone ________________

E-mail address ____________________________________________

Discipline area/school at CGU __________________________________

Academic advisor __________________________________________

Research concentration ______________________________________

Current G.P.A.________

Expected date of degree completion ____________________________

Recommender names and contact information:

1.
   Name  Address  Phone

2.
   Name  Address  Phone

Signature of applicant __________________________ Date _____________

Signature of academic advisor __________________________ Date ___________
The Grace Berry Award for Women in Graduate Studies

Financial Disclosure Form

Name _____________________________ CGU Student I.D. ________________________________

Department of Study ______________________________________________________________

I plan to take the following number of units during 2019-2020:

Fall ______  Spring _____  Summer _____

☐ I am applying for institutional financial aid from CGU (tuition fellowship, stipend or assistantship)

Please be sure to attach separate documents to describe any special circumstances that would help us when considering financial support for you.

Family Information
Do you expect to receive parental assistance? ☐yes  ☐no  If yes, how much? ________________

Are you married or living with someone in an equivalent relationship? ☐yes  ☐no

Do you intend to be married during the upcoming year? ☐yes  ☐no

Number and ages of dependents (excluding self and spouse): ______________________

In your household, how many persons are dependent upon the income and assets shown below?_________

How many in your household will be attending college or graduate school next year?________________

<table>
<thead>
<tr>
<th>Income Information (use annual figures)</th>
<th>2018 (actual)</th>
<th>2019 (actual)</th>
<th>2020 (projected)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self (employment gross income)</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Spouse (if you are married)</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Parents (if providing assistance)</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Other Income</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

Specify source of other income: _________________________________________________________

<table>
<thead>
<tr>
<th>Expense Information (use annual figures)</th>
<th>2018 (actual)</th>
<th>2019 (actual)</th>
<th>2020 (projected)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rent or Mortgage</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Fixed Expenses*</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

*(expenses that will remain the same regardless of your income or where you live, e.g. loan payments, alimony, child support)

<table>
<thead>
<tr>
<th>Asset Information (current value)</th>
<th>Applicant and Spouse</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash, savings, certificates</td>
<td>$</td>
</tr>
<tr>
<td>Investments (e.g. stocks, bonds, trusts)</td>
<td>$</td>
</tr>
<tr>
<td>Home and other Real Estate Equity (if you rent write ☐)</td>
<td>$</td>
</tr>
<tr>
<td>Trust Funds</td>
<td>$</td>
</tr>
</tbody>
</table>

Financing Your Education

Monthly payments on undergraduate loans: $ _____  Total borrowed: $ _____  Balance remaining: $ _______

Can these payments be deferred while you are registered in graduate school? ☐yes  ☐no

Monthly payments on graduate loans: $ _____  Total borrowed: $ _____  Balance remaining: $ _______

Can these payments be deferred while you are registered in graduate school? ☐yes  ☐no

I certify that the information provided in this form is accurate and that I have omitted no material information regarding my financial situation. I also understand that if at a later determination any information in this application is found to be inaccurate it may result in the withdrawal of any monies awarded to me. I agree to provide or release academic information as requested by the Grace Berry Fellowship Fund.

Signed__________________________________________  Date____________________
Recommendation Form for Grace Berry Award Applicant

Name of applicant ____________________________

Applicant: Check the appropriate line and sign below, in accordance with the Family Education Rights and Privacy Act of 1974, before you give the form to the recommender.

☐ I waive my right of access to this letter of recommendation.
☐ I do not waive my right of access to this letter of recommendation.

Applicant’s signature ____________________________ Date ______________

To the recommender:

In what capacity have you known the applicant?

______________________________________________

For how long? ________________________________

Please give your full and candid assessment of the applicant, addressing, where applicable, the following: the applicant’s previous work; the applicant’s proposed project and its importance in its field; the capacity of the applicant to contribute as an active member of a community of artists and scholars; the importance to of this award to the applicant. (Please attach letter or statement.)

Name of Recommender ____________________________

Title _________________________________

Institution _________________________________

Address ______________________________________

Signature ____________________________ Date ______________

Recommender: Please return this form with your letter of recommendation to the applicant in a sealed envelope with your signature across the seal. (Applicant must submit completed application by May 10, 2019.)
Recommendation Form for Grace Berry Award Applicant

Name of applicant __________________________________________

Applicant: Check the appropriate line and sign below, in accordance with the Family Education Rights and Privacy Act of 1974, before you give the form to the recommender.

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Name of Recommender __________________________________________

Title ___________________________

Institution __________________________________________

Address __________________________________________

Signature ___________________________ Date __________________

Recommender: Please return this form with your letter of recommendation to the applicant in a sealed envelope with your signature across the seal. (Applicant must submit completed application by May 10, 2019.)