



Scholarship Application Guide

Thank you for your interest in the Tropicana Community Services Organization's scholarships. This guide will help you understand the granting and application process. Please read it carefully before you apply to one of our scholarships.

Scholarship Recipient Selection

A volunteer review committee is put together for each scholarship. The committee will review and score each application using a rubric designed specifically for that scholarship and its funder's requirements. The scores are then tallied. The top-scoring applications are sent to the funder, who reviews them and selects the awardee.

All the scholarships, except the Robert K. Brown scholarship, have a single funder with the final say on the recipient. The Robert K. Brown scholarship is selected solely based on the review committee scores and is awarded to the top scorer.

Contacting the Funders or Review Committee Members

Contact between an applicant, the funder, and the review committee members is not permitted and may result in disqualification, as it would be seen as an attempt to create bias.

Applying for More Than One Scholarship

You may apply for more than one Tropicana scholarship, but we advise you to submit a different and unique application essay and information for each scholarship. If the same essay is used for more than one scholarship application, the committee may deduct points if it feels an applicant may not have invested the time and consideration in their applications or failed to reflect individual funder requirements.

Receiving More Than One of the Tropicana Scholarships

Ultimately, it is up to the funders to decide on scholarship recipients. Funders are notified if a candidate has been selected to receive another scholarship. To date, the funders have opted to only allow a recipient to receive one of the available scholarships, but there is no rule against it.

Including a Letter to the Review Committee and Funder

Each scholarship allows applicants to submit additional materials to support their application. If you have information that is best shared in a letter to the funder and review committee, you may include it with your application.

Resident Requirement

You must reside full-time in the Greater Toronto Area to be eligible for any Tropicana scholarship that lists this requirement under eligibility. Applicants who reside in the Greater Toronto Area only during the school year do not qualify as “Residents of the Greater Toronto Area.”

Identifying as Black or BIPOC

Tropicana is an organization that provides access and opportunity to those of Black, African, and Caribbean heritage and those in need. As such, most scholarships are meant for individuals of Black heritage or who identify as BIPOC. If this is an eligibility requirement for the scholarship you are applying for, please ensure your essay includes details about your heritage and eligibility.

Supporting Documents

Each document or image file supplied as part of your application should include your name and identify the content of the file.

Example:

Image382398.jpg 

Fred Olu Diploma.doc 

Academic Budget

A template is provided to assist you in submitting your academic budget. It should be sent as an Excel spreadsheet, not converted into a PDF, JPG, or any other file type. Be sure to include your name in the place provided. Please do not alter the formulas already set up in the template.

Scholarship Recipient Requirements

All scholarship recipients must supply a picture and a short paragraph to be included in Tropicana’s annual report and for promotional purposes. The blurb should explain what it means to the recipient to receive the scholarship. Scholarship recipients must also send a thank-you letter to the funder. Funds are not released until these requirements are fulfilled.

Scholarship Cancellation

Should the funders, for whatever reason, not be able to support their scholarship, they have the right to cancel it at any time if the recipient has yet to be notified.

Social and Community Contribution

Tropicana is a social and community multi-service organization, so we encourage applicants to include proof of their active involvement in their communities and schools even when it is not listed as a requirement.

The Essay

Proof your essay for spelling and grammar before submitting it. Ensure you provide answers and information to all the questions and requirements listed on the application regarding the essay. For example, the Robert K. Brown Scholarship essay requirements include a brief biography and a description of long-term goals once studies are completed for post-secondary applicants. A good essay is crucial for all the scholarships.

Number of Applicants

In 2024, Tropicana received more than 145 applications for our scholarships. The competition is tough, so be sure you take the time to make your application the best it can be.

Past Winners

Past scholarship winners are not eligible to receive a second scholarship. The funders and committee review members want to help as many people as possible, and as such, they have decided not to allow students to receive scholarships beyond one year.

Loading Documents

If you have any issues loading your documents, you may send them to info@tropicanacommunity.org. Include your full name, and the name of the scholarship, followed by “documents” in the subject line, for example:

Fred Olu, Robert K. Brown Scholarship, Documents

Available Scholarships

For a full listing of Tropicana scholarships go to mytropicana.ca/scholarships

Questions

If you have any questions please send them to info@tropicanacommunity.org