



# License Support Bursary Application Form

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## Section 1 – Program Summary

The Take the Wheel License Support Bursary provides youth in and from care between the ages of 16 and 24 support to get their Class 7 license by awarding youth up to \$250 to go towards covering the cost of a Learner's (L) test and license, Novice (N) road test and license, or help pay off outstanding transit fines that prevent a youth from obtaining their license.

The Take the Wheel License Support Bursary is funded by the Ministry of Children and Family Development (MCFD) and is administered by the Federation of BC Youth in Care Networks. The Take the Wheel License Support Bursary will award 48 bursaries over the course of 2018-2019.

Please complete all necessary sections of this application. Incomplete applications will not be considered.

*Note: If you are a youth in and from care between the ages of 16 and 18, in order for you to be eligible for a Take the Wheel License Support Bursary, you must provide proof that you have requested your social worker cover the costs of obtaining your L license, N license, or covering your transit fines, and that they are unable to do so.*

It will take between 4-6 weeks after the application submission deadline for applicants to hear back from us regarding the status of their application.

### Eligibility

- Applicants have a cumulative total of at least one year of experience in BC government care under one or more of the following:
  - Continuing Custody Order (CCO)
  - Temporary Custody Order (TCO)
  - Voluntary Care Agreement (VCA)
  - Special Needs Agreement (SNA)
  - Youth Agreement (YAG)
- Applicants are between the ages of 16 and 24 years old
- Applicants are a Canadian Citizen or Landed Immigrant

### How to Apply

- Complete an application package and include all required documents (see next page and use the checklist at the end of this form).
- Submit completed application package with all required documents before each round's deadline.
  - Round 1 deadline – October 18, 2018
  - Round 2 deadline – March 8, 2019
  - Round 3 deadline – July 5, 2019

*Completed application packages can be dropped off, mailed, emailed or faxed to:*

Take the Wheel Bursary  
Federation of BC Youth in Care Networks  
500 – 625 Agnes St.  
New Westminster, BC V3M 5Y4

Email: [shannon.dolton@fbcyicn.ca](mailto:shannon.dolton@fbcyicn.ca)

Fax: (604) 527-7764

For questions regarding the Take the Wheel Bursary program please call (604) 527-7762 or email [shannon.dolton@fbcyicn.ca](mailto:shannon.dolton@fbcyicn.ca) or [info@fbcyicn.ca](mailto:info@fbcyicn.ca)

## Required Documents

Documentation of the following is required for an application to be considered complete:

- A copy of outstanding Translink- or ICBC-held transit fines including amounts and dates.
- Estimated date of L or N license test.
- Proof of Care letter stating you have a cumulative total of at least one year of experience in BC government care.
- One reference letter – can be from a teacher, advisor, employer or supportive adult in your life stating why you would be a good candidate to receive the Take the Wheel License Support bursary.
- For youth between the ages of 16 and 18, a letter from your guardian or social worker confirming their support of your License Support Bursary application and an explanation for why they cannot cover the costs for you to obtain your L license, N license, or transit fines.
- Complete application package including answers to all essay questions.
- Sign-off on Applicant Declaration.

*Please note that your application will be considered based on the amount you need to pay off your fines or get your L or N. If you decide after you submit that you need driving lessons, you will need to complete a Driver Training Bursary application.*

## Section 2 - Personal Information

FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_

BIRTH DATE (MM/DD/YYYY) \_\_\_\_\_ AGE \_\_\_\_\_ MY GENDER IS \_\_\_\_\_

MY PRONOUNS ARE (EX. SHE/HER/HERS) \_\_\_\_\_ ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ PROVINCE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_

PHONE \_\_\_\_\_ PHONE (2) \_\_\_\_\_ EMAIL \_\_\_\_\_

What's the best way for us to contact you?

PHONE     EMAIL     FACEBOOK     OTHER (PLEASE SPECIFY) \_\_\_\_\_

Do you identify as one of the following?

STATUS     NON-STATUS     MÉTIS     INUIT     SELF-DESCRIBED \_\_\_\_\_

## Care Status Information

Please describe your most recent care status with the Ministry of Children and Family Development or Delegated Aboriginal Agency.

	FROM (YYYY)	TO (YYYY)
<i>Continuing Care Order (CCO)</i>	_____	_____
<i>Temporary Care Order (TCO)</i>	_____	_____
<i>Voluntary Care Order (VCA)</i>	_____	_____
<i>Special Needs Agreement (SNA)</i>	_____	_____
<i>Youth Agreement (YAG)</i>	_____	_____
<i>Other (please specify)</i>	_____	_____

## Social Worker/Delegated Aboriginal Agency Worker Contact Information

If you are currently in care.

FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ PROVINCE \_\_\_\_\_ POSTAL CODE \_\_\_\_\_

PHONE \_\_\_\_\_ PHONE (2) \_\_\_\_\_

EMAIL \_\_\_\_\_ FAX \_\_\_\_\_

## Section 3 – Estimated Date for L or N License Test and/or Proof of Translink- or ICBC-held Transit Fines

### L or N License Test Dates

I HOPE TO TAKE MY L LICENSE TEST ON (MM/DD/YYYY): \_\_\_\_\_

I HOPE TO SCHEDULE MY N ROAD TEST FOR (MM/DD/YYYY): \_\_\_\_\_

MY N ROAD TEST IS SCHEDULED FOR (MM/DD/YYYY): \_\_\_\_\_

### Translink or ICBC-held Transit Fines

Please either send a copy of each of your infraction tickets or fill in the information below for each ticket. If you do not have this information you can obtain the information in either through ICBC or Translink:

- Tickets issued before September 4, 2012 are held by ICBC. To contact ICBC Accounts Receivable call (604) 661-2723.
- Tickets issued after September 5, 2012 are held by Translink. To contact Translink Fare Infraction Admin call (778) 375-6951.

Please provide the following information about your transit ticket(s). If you have more tickets than will fit in the space provided, please attach a separate list with your application:

- The date you were issued the ticket
- Your fare infraction number (from the top right corner on the front of the ticket)
- The section number of the infraction (on the front of the ticket)
- Your driver's license number (if applicable)

DATE TICKET WAS ISSUED (MM/DD/YYYY) \_\_\_\_\_

DATE TICKET WAS ISSUED (MM/DD/YYYY) \_\_\_\_\_

FARE INFRACTION NUMBER \_\_\_\_\_

FARE INFRACTION NUMBER \_\_\_\_\_

INFRACTION SECTION NUMBER \_\_\_\_\_

INFRACTION SECTION NUMBER \_\_\_\_\_

DRIVER'S LICENSE NUMBER \_\_\_\_\_

DRIVER'S LICENSE NUMBER \_\_\_\_\_

*If applicable*

*If applicable*

DATE TICKET WAS ISSUED (MM/DD/YYYY) \_\_\_\_\_

DATE TICKET WAS ISSUED (MM/DD/YYYY) \_\_\_\_\_

FARE INFRACTION NUMBER \_\_\_\_\_

FARE INFRACTION NUMBER \_\_\_\_\_

INFRACTION SECTION NUMBER \_\_\_\_\_

INFRACTION SECTION NUMBER \_\_\_\_\_

DRIVER'S LICENSE NUMBER \_\_\_\_\_

DRIVER'S LICENSE NUMBER \_\_\_\_\_

*If applicable*

*If applicable*

## Section 4 – Essay Questions

Please answer the questions below in as much detail as possible and provide answers as an attachment.

1. How will receiving the Take the Wheel License Support Bursary positively impact your life?
2. Please explain the timeline and plan you have for studying for and passing your L license test, practicing and gaining driving hours for your N road test, or for paying off your transit fines in full. Include a description of your preparedness and readiness.
3. What additional supports do you feel you need to help you successfully obtain your L license, N license or to pay off outstanding transit fines? *This data is collected to help us improve the program and determine other resources that could be provided.*

## Section 5 – Additional Information

How did you hear about the Take the Wheel Bursary Program?

- FED WEBSITE
- FED E-NEWSLETTER
- YOUTH RETREAT/OTHER EVENT
- YOUTH WORKER OR SOCIAL WORKER
- POWER PAGES
- FACEBOOK
- OTHER

## Section 6 – Applicant Declarations

### Informed Consent

By signing this application form, I hereby verify that the information I have provided is true. Should any of the information included in this application change for any reason, I agree to immediately notify the Take the Wheel program staff of these changes. By signing below I agree to the following if I am a successful bursary recipient:

- Participate in an evaluation of the Take the Wheel Bursary program 18 months from the date of my bursary being issued.
- *For those applying for L licence or N road test/license costs:* Participate in check-ins every three months until I achieve my license designation or up until 18 months from the date my bursary was issued, whichever comes first. (Program staff will connect with you to see how you're doing.)
- *For those applying for L licence or N road test/license costs:* I will inform the Take the Wheel Program staff if at any time I am unable to complete the L or N exams in the time I have committed to.

**YOUTH SIGNATURE** \_\_\_\_\_ **DATE SIGNED (MM/DD/YYYY)** \_\_\_\_\_

**GUARDIAN SIGNATURE** \_\_\_\_\_ **DATE SIGNED (MM/DD/YYYY)** \_\_\_\_\_

*If applicant is 16-18.*

### Media Release

By signing this section I agree to allow my name (first name, last name initial), age, city and potentially a quote to be published in any Federation of BC Youth in Care Networks publications or media including but not limited to Power Pages and a Take the Wheel Program report. If you have questions or concerns please contact us at (604) 527-7762.

**YOUTH SIGNATURE** \_\_\_\_\_ **DATE SIGNED (MM/DD/YYYY)** \_\_\_\_\_

**GUARDIAN SIGNATURE** \_\_\_\_\_ **DATE SIGNED (MM/DD/YYYY)** \_\_\_\_\_

*If applicant is 16-18.*

## Application Checklist

- Section 2 – Personal Information
- Section 3 – Estimated Date for L or N License Test and/or Proof of Translink- or ICBC-held Transit Fines (including copies or required information for each ticket)
- Section 4 – Essay Questions
- Section 5 – Additional Information
- Section 6 – Sign-off on Applicant Declarations
- Proof of care letter that states a total of one year of cumulative BC government care experience
- One reference Letter

If you are between the ages of 16 and 18:

- Letter of support from your guardian confirming knowledge of and support for your Take the Wheel License Support Bursary application
- Proof of request to social worker or Delegated Aboriginal Agency worker that demonstrates they are unable to cover the cost for you to obtain your L licence, N licence or transit fines.