

## Hoff Arts Scholarship Fund Program Guidelines

Pottawattamie Arts, Culture and Entertainment (PACE) is dedicated to helping youth within Council Bluffs and the surrounding areas to attend and to succeed in Arts education.

The **Mission** of PACE is to enrich, inspire, and energize our community through supporting arts, culture, and connections.

The **Vision** of PACE is to cultivate a stronger community where art and culture thrive.

The **Purpose** of the **Hoff Arts Scholarship Fund** is to provide scholarships to deserving high school graduating seniors intending to pursue a course of study within Art, Music, Theater, Dance or Culinary at a two-year or four-year educational institution, certificate program, or seeking professional training.

For 2025, the Hoff Arts & Culture Performing Arts Scholarship Fund's award ceiling is \$5,000, and the individual maximum award is \$5,000. PACE will award up to 2 scholarships. NOTE: **Scholarship funds will be awarded to the student upon evidence of registration in an accredited higher educational institution or training program.**

### **Criteria and eligibility (Hoff Arts & Culture Performing Arts Scholarship Fund applicants)**

1. Applicant must attend high school within Omaha-Council Bluffs, NE-IA Metropolitan Statistical Area (MSA).
2. Applicant must be a graduating high school senior in the year of the award.
3. Applicant must have a desired college major or minor in Art, Music, Theater, Dance or Culinary or is seeking professional training in one or more of these areas.
4. Applicant must demonstrate community involvement and desire to continue their education.
5. Applicants may not be related to any PACE Board of Directors or PACE staff.
6. Applicants must have at least 40 hours of service or participation in classes, productions, or volunteer work at the Hoff Family Arts & Culture Center and/or with PACE Partner organizations (PACE, Chanticleer Community Theater, Council Bluffs Symphony Orchestra, American Midwest Ballet, and Kitchen Council.)

### **General Instructions**

1. DEADLINE for scholarship applications is **Monday March 31, 2025, 5:00 p.m.** (no exceptions).
2. Refer to application process below for a list of the supporting documents needed (i.e., reference forms, evidence of GPA, etc.) Incomplete applications will not be considered.
3. If any question does not apply to you in this application, please put N/A in the space.
4. Type or print legibly. Illegible applications will not be considered.
5. You will be notified by mail in April regarding the status of your application.
6. You may be requested to participate in **Scholarship Showcase on Friday May 2, 2025 at 7 p.m.**
7. If you have any questions about the application, please contact [info@paceartsiowa.org](mailto:info@paceartsiowa.org).

### **Applicant Process:**

Applicant must submit the following items:

1. Completed application form (if handwritten, please print legibly)
2. Letter of application addressed to the Scholarship Committee. The letter should contain a brief explanation about yourself and your plans (college, university, conservatory and/or professional training program, major/minor/focus and anticipated start date). Letter should not exceed one (1) page.

3. Two (2) letters of recommendations from choice of high school teachers, administrators, counselors, employers, or PACE Partner, with significant knowledge of applicant's experience and involvement.
4. An official and recent high school transcript with cumulative grade point average.
5. Personal Essay with educational and professional goals and objectives. Essay must be at least 1-2 typed pages, double-spaced, 12 pt., Arial font. Essay shall contain no grammatical errors.
6. Document at least 40 hours of service or participation in classes, productions, or volunteer work at the Hoff Family Arts & Culture Center or with PACE Partner organizations including: PACE, Chanticleer Community Theater, Council Bluffs Symphony Orchestra, American Midwest Ballet and Kitchen Council. Examples might include:
  - a. Being part of the cast or crew of a Chanticleer production.
  - b. Taking dance lessons from American Midwest Ballet.
  - c. Taking a cooking or art class with PACE.
  - d. Volunteering in the box office or gallery as a Junior PACE Ambassador.
  - e. Attending a Chanticleer, Council Bluffs Symphony, or American Midwest Ballet show.
  - f. Being a teacher's assistant or chef's assistant during an art or culinary class.
  - g. Participating in a Kitchen Council educational event, like Food Startup 101.
7. (Optional) Submit a portfolio (up to five images and/or two video samples) in the area that represents your strength in the arts and the art form you are most likely to pursue in the arts. Email [info@paceartsiowa.org](mailto:info@paceartsiowa.org), and a Google Drive link will be shared with you for uploading of the portfolio. Items must be arranged chronologically and captioned as follows: title, year, media, dimensions (if needed).
8. (Optional) The scholarship committee may request participation in a "Scholarship Showcase" where applicants and awardees are invited to perform, give presentations, or exhibit their work. These performances and exhibitions will be free and open to the public so others can learn more about the Hoff Center's programs and celebrate the outstanding and talented young adults in Council Bluffs and the surrounding areas.

Please mail application to:  
**Hoff Arts Scholarship Fund**  
Pottawattamie Arts, Culture and Entertainment  
ATTN: Scholarship Committee  
1001 S 6<sup>th</sup> Street  
Council Bluffs, IA 51501

Or email application to: [info@paceartsiowa.org](mailto:info@paceartsiowa.org).

## Hoff Arts Scholarship Fund Application

Date of Application: _____					
Please <b>type</b> or <b>print</b> your answers. If application is illegible it will be returned to you.					
1.	Last Name: _____	First Name: _____			
2.	Street: _____				
	City: _____ State: _____ ZIP: _____				
3.	Daytime Telephone Number: _____				
4.	Date of Birth:   Month	Day	Year		
5.	Are you related to any of PACE Board of Directors or staff? (Circle or check)   Yes                      No				
6.	Current High School: _____				Number of years attended: _____
7.	I will be attending the following school or professional training in the <u>Fall of 20</u> _____ : _____ _____				
	Proof of acceptance or current student enrollment from the above school or training is <b>required prior to funds being released directly to the institution.</b>				
8.	I will be entering the above-mentioned school as a: (Circle or check one)				
	Freshman      Sophomore      Junior      Senior      Not Applicable				
9.	Grade Point Average (GPA): _____ (On a 4.0 scale) Attach proof of GPA. Your most recent <b>official</b> school transcript required.				
10.	Name & address of parent(s) or legal guardian(s): Use reverse side of application if you need more space.				
	Name (s) _____				
	Street: _____ City: _____ State: _____ ZIP: _____				
	Home phone of parents or legal guardians: _____				
11.	Name and city of other high schools attended: _____				Number of years attended: _____
12.	List the name of any college you have attended.	Year Began	Year Ended	Year Graduated (If applicable)	Type of Degree Received (If applicable)
	A.				
	B.				
13.	What specialty/major do you plan to major in as you continue your education?				
14.	List expenses you expect to incur per semester or quarter: (Approximate figures acceptable)				
	A.	Tuition:                      Amount: \$ _____			

	B.	Books:	Amount: \$	
	C.	Room & Board:	Amount: \$	
	D.	Other expenses:	Amount: \$	Describe below under comments
Comments:				
15.	List other financial assistance you will receive per semester or quarter: (Other financial assistance will not affect your scholarship eligibility.)			
	A.	Personal:	Amount: \$	
	B.	Other Scholarship(s):	Amount: \$	List below under comments
	C.	Grants:	Amount: \$	List below under comments
	C.	Student Loan(s):	Amount: \$	List below under comments
	D.	Other Financial Resources:	Amount: \$	List below under comments
Comments:				

Use an additional sheet if you need more room to list financial information requested in items 14 & 15.

18.	List your academic honors, awards, artistic activities, and membership activities while in high school:

19.	List your community service activities, hobbies, outside interests, and extracurricular activities:		
20.	List dates and hours of service or participation in classes, productions, or volunteer work at the Hoff Family Arts & Culture Center or with PACE Partner organizations (PACE Gallery or Classes, Kitchen Council Programming, Chanticleer Community Theater, Council Bluffs Symphony Orchestra, American Midwest Ballet).		
	<b>Dates</b>	<b>Description</b>	<b>Hours</b>





**STATEMENT OF ACCURACY**

I hereby affirm that all the above stated information provided by me is true and correct to the best of my knowledge. I also consent that my picture may be taken and used for any purpose deemed necessary to promote the scholarship program.

I hereby understand that if chosen as a scholarship recipient, according to Hoff Arts & Culture Scholarship policy, I must provide evidence of enrollment/registration at the post-secondary institution of my choice before scholarship funds can be released.

Signature of scholarship applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of applicant's guardian / parent: \_\_\_\_\_

Date: \_\_\_\_\_