

Kiyoshi Matsuzaki RAIC Endowment Fund and Scholarship Terms of Reference

24 April 2013

1. Kiyoshi Matsuzaki RAIC Endowment Fund and Scholarship

This endowment fund is established in honour of Kiyoshi Matsuzaki PP/FRAIC, 1943-2012, for the purpose of awarding an annual scholarship to be known as the

Kiyoshi Matsuzaki RAIC Scholarship

to a student enrolled in the RAIC Syllabus Program¹.

The Scholarship advances Kiyoshi Matsuzaki's personal belief in 1) the future of the profession of architecture and 2) his unyielding support of the younger generation of students, the next leaders of our profession.

The endowment is to be owned and administered by the RAIC Foundation and shall be established at a minimum sum of \$118,500.00. The annual scholarship shall be an amount of \$3,000.00 to be reviewed from time to time, announced and payable to the recipient in one lump sum each year, during the annual RAIC Festival, commencing in June 2014.

2. Eligibility

All students in good standing, who are at a minimum 50% complete in the RAIC Syllabus Program, may apply.

3. Criteria

Applications are evaluated by how well each meets the requirements as established and reviewed from time to time by the RAIC Board of Directors:

The Scholarship embodies the RAIC's commitment to deserving students by promoting excellence and providing financial support to those whose demonstrated commitment is to complete the RAIC Syllabus Program with the full intention of achieving professional registration through a CALA (Canadian Architectural Licensing Authority) member.

The recipient of this award shall demonstrate to the jury that he or she is the most deserving based upon 1) academic achievement, 2) studio and work experience and 3) financial need.

4. Application Requirements

- Each application / submission is to not exceed 10 pages plus the completed application form; and must include the following material:
 - Application form
 - Curriculum Vitae / biography (max. 2 pages)
 - A statement by the applicant outlining why his/her application should be considered for the Scholarship

¹The RAIC Syllabus is the program owned and administered by RAIC that is also related to the RAIC Centre for Architecture at Athabasca University.

- Supporting material - student or work experience activity, projects and relevant background information.
- Letters of support (max. 3)
- Submissions are to be included in high-resolution PDF format on a CD-ROM or DVD.
- Submissions are to be labeled and addressed to RAIC as follows:
 - Kiyoshi Matsuzaki RAIC Scholarship
 - c/o Director RAIC Syllabus
 - 330-55 Murray Street
 - Ottawa, ON, K1N 5M3
 - Canada
- Entries must be postmarked prior to the final submission date.

5. Jury

The RAIC Awards Committee shall appoint a Professional Advisor and a Jury that shall be comprised of:

RAIC President
 3 Trustees of the RAIC Foundation
 RAIC Syllabus Director

Protocols to be followed shall be consistent with the administration of other RAIC Awards programs. No more than one scholarship is awarded in any given year. The jury reserves the right to not award a scholarship should a winner not be determined from among the applicants.

6. Recipient Announcement and Communications

The Jury selects the recipient of the **Kiyoshi Matsuzaki RAIC Scholarship** and advises the RAIC Board of Directors. The recipient is officially informed by letter, co-signed by the Chair of the RAIC Foundation and the RAIC President.

7. Modification of the Terms of Reference

The Terms of Reference can only be modified by the RAIC Board of Directors and the Trustees of the RAIC Foundation in consultation with the Kiyoshi Matsuzaki estate.

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