

## COLUMBIA CHAPTER NIGP SCHOLARSHIP PROGRAM

The Columbia Chapter NIGP (Columbia Chapter) values the contributions, efforts, dedication and professionalism of its members. As such, Columbia Chapter is refining its current scholarship program to insure that it more fully meets members' needs and will aid them in their professionalism, growth and development.

Columbia Chapter recognizes that it has become increasingly more difficult for public entities to provide funding for members professional development and continuing education. Therefore, the scholarship program, as funding permits, will assist current members with a bonified financial need in sustaining their professional goals.

THE COLUMBIA CHAPTER SCHOLARSHIP PROGRAM shall consist of two segments. In order to be considered for any segment, a chapter member must

1. have been a member in good standing for both the year in which he/she receives a scholarship and for the previous year.
2. not have received a scholarship in the segment applied for during the preceding two calendar years.
3. apply for the scholarship not less than sixty (60) days prior to the scholarship segment activity (event).
4. provide proof of attendance and submit a written and/or oral report to the Columbia Chapter Board of the benefits received by attendance.
5. meet any other scholarship criteria for the segment requested.

All requests for scholarships shall be forwarded to the Vice-President on the Columbia Chapter Scholarship form. Incomplete forms shall not be considered.

The Vice-President shall chair the Scholarship Committee, consisting of him/herself, an appointed membership committee member and a past president. The committee shall recommend approval or disapproval of all requests to the Board for their action. In no case shall scholarships be awarded in excess of budgeted dollars.

The Columbia Chapter Board shall attempt to budget funds each year to fund the following scholarship program segments:

1. NIGP NATIONAL FORUM – Maximum funding will be cost of lodging, transportation and registration. Awardee must meet the following additional requirements.
  - A. be active in chapter activities including, but not limited to, meeting attendance, submission of articles for chapter newsletter, workshop attendance and/or presentations, class attendance, chapter committee and event participation and sponsorship of new members.
  - B. be actively pursuing certification (CPPB, CPPO) or be certified.
  - C. not be a current chapter officer.
  - D. not be on the selection committee.

2. SEMINAR CONFERENCE / CLASS ATTENDANCE – Maximum funding will be cost of lodging, transportation and registration. Awardee must meet the following additional requirements.
  - A. event applied for must be eligible for certification/recertification points or be sponsored by NIGP or an affiliated chapter.
  - B. be active in chapter activities including, but not limited to, meeting attendance, submission of articles for chapter newsletter, workshop attendance and/or presentations, class attendance, chapter committee and event participation and sponsorship of new members.
  - C. be actively pursuing certification (CPPB, CPPO) or be certified.
  - D. not be on the selection committee.

The Scholarship Program will be promoted at meetings, through the Columbia Chapter Newsletter and Website and at sponsored workshops. Selection will be based on the application and merits of each applicant in accordance with the scholarship segment criteria. Race, creed, color, national origin, gender, age or employment status of the applicant (other than within public purchasing) will not be considered in awarding scholarships. Scholarship winners will be notified in writing of their selection as a scholarship recipient.

Revised: 12/11/2008, dh

COLUMBIA CHAPTER NIGP SCHOLARSHIP REQUEST FORM

NAME: \_\_\_\_\_ TITLE \_\_\_\_\_

ENTITY \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

EMAIL \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

SCHOLARSHIP SEGMENT APPLYING FOR \_\_\_\_\_

EVENT \_\_\_\_\_

DATES \_\_\_\_\_ LOCATION \_\_\_\_\_

ESTIMATED COSTS  
REGISTRATION \_\_\_\_\_ LODGING \_\_\_\_\_ TRAVEL \_\_\_\_\_

Please provide a brief summary of the value that this event will provide to you and your entity:

List current certifications:

\_\_\_\_\_

Does the event qualify for certification/recertification points? \_\_\_\_\_

By signing this application, applicant certifies that his/her entity is unwilling or unable to pay for the applicant's attendance at the requested event.

\_\_\_\_\_  
Applicants Signature

\_\_\_\_\_  
Managers Signature

\_\_\_\_\_  
Print Managers Name and Title

Applicant must attach a copy of the event flyer and a list of his/her contributions to the profession and Columbia Chapter during the last two (2) calendar years. Please be sure to include meeting and class/conference attendance.