

Oregon Chapter APWA Member Scholarship Policy

The American Public Works Association (APWA) is a 501(c)(3) not-for-profit educational and membership organization whose exempt purpose shall be the advancement of the theory and practice of the design, construction, maintenance, administration, and operation of public works facilities and services; the dissemination of information and experience upon, and the promotion of improved practices in public works administration; the encouragement of the adherence by public works officials to a high professional standard; and the professional and social improvements of its members; and the promotion of cooperation among all public, quasi-public, and private persons, firms, corporations, bodies, utilities, and agencies which have interests in the field of public works.

In line with our exempt purpose, the APWA has established a Mission to promote professional excellence; understanding of and competency and credibility in public works. This Mission is further served by delivering technical workshops, seminars, educational conferences, trade shows and credentialing combined with the offering of educational scholarships to further support public works professionals seeking continuing education and students working towards an undergraduate or graduate degree in a public works-related field.

To fulfill our Mission, the Oregon Chapter of the American Public Works Association is sponsoring the following scholarship programs to attend APWA training events and conferences. Member scholarship payments are considered taxable income to the recipient. The Chapter Treasurer will only file 1099-Misc forms for recipients receiving more than \$600 during a calendar. Executive Committee members of the Oregon Chapter are ineligible to receive scholarships during their term of office. The Chapter Board of Directors will make the final decisions on awarding each scholarship.

National Congress Scholarship

The Chapter offers a National Congress scholarship for a first time attendee. Applications shall be submitted to the Chapter Board by June 1. The scholarship will be available to Oregon APWA members of good standing in National's database at the time of application. The scholarship is forfeit if the person is not a member in good standing prior to the Congress. The scholarship award is for a specific year and cannot be transferred to another year. The Board of Directors shall determine the amount of this scholarship and make dispersal arrangements with the individual selected. The scholarship amount is to be applied to conference registration and transportation costs or lodging.

Selection Criteria

1. Level of activity in chapter activities.
2. Duration of chapter membership.
3. Reason for attending including: identified specific interest; making a presentation; winning an award; or other.

Application Process

The applicant must submit a letter to the Chapter President by June 1 that covers the following subjects:

1. Name, Job Title, Employer, APWA Membership Number.
2. Reason for attending the congress.
3. A list of APWA activities in which the applicant has participated.
4. A commitment to pay the remainder of the cost to attend the event including registration, travel, and lodging.
5. A commitment to attend the event if the scholarship is awarded.

Oregon APWA Conference Scholarships

The Chapter offers an Oregon APWA Conference scholarship (Spring or Fall) for a first time attendee. Application shall be submitted to the Chapter Board by February 1 for the Spring Conference scholarship and by August 1 for the Fall Conference scholarship. The scholarship will be available to Oregon APWA members of good standing in National's database at the time of application. The scholarship is forfeit if the person is not a member in good standing prior to the Conference. The scholarship award is for a specific year (Spring or Fall Conference) and cannot be transferred to another year. The Board of Directors shall determine the amount of this scholarship and make dispersal arrangements with the individual selected. The scholarship amount is to be applied to conference registration and transportation costs or lodging.

Selection Criteria

1. Level of activity in chapter activities.
2. Duration of chapter membership.
3. People who live or work near the conference may receive a preference.

Application Process

1. Name, Job Title, Employer, APWA Membership Number.
2. Reason for attending the conference.
3. A list of APWA activities in which the applicant has participated.
4. A commitment to pay the remainder of the cost to attend the event including registration, travel, and lodging.
5. A commitment to attend the event if the scholarship is awarded.

Oregon APWA Education Program Event Scholarships

The Chapter offers registration scholarships for attendees to its education program events. The scholarship amount will be determined by the Board of Directors and will be applied to the full registration fee. Applications shall be submitted to Cameo Management Solutions, Inc. with the registration form three (3) months prior to the event. The scholarship will be available to any employee of an Oregon APWA Chapter Group or Oregon Chapter member in good standing in National's database at the time of application. This scholarship can be awarded to a non-member if an APWA member sponsors the selected individual. The scholarship is forfeit if the sponsoring member is not a member in good standing prior to the event. A scholarship award is for a specific event and cannot be transferred to another event. An individual can only receive a scholarship to an event once.

Selection Criteria

1. Duration of chapter membership or chapter group membership.
2. Level of activity in chapter activities.
3. Membership marketing opportunity.

Application Process

The applicant must submit a letter to Cameo Management Solutions, Inc. three (3) months prior to the event that covers the following subjects:

1. Name, Job Title, Employer.
2. Reason for attending the event.
3. A list of APWA activities in which the applicant or group has participated.
4. A commitment to pay the remainder of the cost to attend the event including registration, travel, and lodging.
5. A commitment to attend the event if the scholarship is awarded.

The event committee will review the applications and rank them in priority order. The applications and ranking shall be submitted to Chapter President two months prior to the event so that the board can consider it at the next regular board meeting. The board will make the announcement after its decision at the board meeting.

Post-Event Surveys

All scholarship recipients shall submit a post-conference survey acknowledging attendance and benefit of their educational experience.