



NIGP

Chapter

Purchasing Association **SCHOLARSHIP APPLICATION**

Instructions:

Applications must be submitted a minimum of forty-five (45) days prior to the course.

Applicants may apply for one or more scholarships. Only two scholarships per regular member per calendar year shall be granted. Scholarships may be granted for Professional Development courses or RMGPA quarterly conferences.

No more than four scholarships per agency per calendar year shall be paid at an amount not to exceed 100% of the registration fee. No subsequent requests from persons within the same agency and within the same calendar year will be considered. Agencies are responsible for determining who amongst their staff would best be served by scholarship assistance.

Scholarships are awarded to those agencies that would not otherwise be able to financially support attendance at the requested event.

The maximum scholarship amount distributed will not exceed 100% of the funds required for course fee or conference registration, with all other expenses to be paid from agency or personal funds. *Participation of funding by the employer is recommended.*

Appeals must be submitted to and received by the Education/Professional Development Committee Chairperson within fourteen (14) days of the date indicated on the denial letter. Appeals will be presented by the Chairperson (or committee member) to the RMGPA Board of Directors for decision. Decisions by the Board are considered final.

Eligibility shall be limited to regular members of RMGPA as of the date of application. Agency membership will not suffice; individual membership must be paid.

Scholarship recipients will be required to complete and return within fifteen (15) days of the course/conference a report regarding what was learned from the course/conference. Information included in the report may be used in RMGPA publications, including newsletters, website, course/conference marketing material.

Submit scholarship applications to:

Kristen Spicola
RMGPA Education/Professional Development Chair
Pueblo Board of Water Works
Fax: 719-584-0222
Email: kspicola@pueblowater.org
Phone: 719-584-0413

Please type (preferred) or print legibly.

NAME OF APPLICANT:

EMPLOYER: TITLE:

BUSINESS ADDRESS:

WORK PHONE: EMAIL:

Check all that apply: RMGPA Member (must be RMGPA member to receive scholarship)

National NIGP Member

Other Purchasing Affiliations (describe):

NAME OF IMMEDIATE SUPERVISOR:

PHONE: SUPERVISOR EMAIL:

COURSE/CONFERENCE TITLE/DATE(S)

Course/Conference Title: Dates:

Course/Conference Fee: \$ Amount your employer will pay: \$

Scholarship Amount Requested: \$ (maximum amount is 100% of registration fee)

Please complete all blanks; attach an additional sheet of paper, if necessary.

1. Provide a complete explanation/justification of the need for funds. Be specific and provide details. (This explanation/justification will be used to determine whether the request will be granted and to determine who shall receive funds in the event of insufficient funds to grant all meritorious requests.)

2. How will this course, conference, etc., benefit you as an individual? How will your employer benefit? How will RMGPA and NIGP benefit?

3. Provide a brief history of your involvement with the purchasing profession.

4. Describe how this scholarship will contribute to your professional goals and growth.

5. Provide any additional information you wish to have considered.

Signature of Applicant Date

By signing below, I certify that all information is accurate to my knowledge, and that the agency does not have the financial means to pay more than stated above for Applicant's registration without receipt of a scholarship.

Signature of Supervisor Date