



SCHOLARSHIP APPLICATION

Submit your completed Scholarship Application a minimum of **70 days** prior to the course or conference. Special circumstances shall be approved by the Education/Professional Development Committee.

Only one RMGPA sponsored scholarship shall be awarded to a regular member in a calendar year. No more than four scholarships shall be awarded to members of the same agency in a calendar year. Subsequent requests from members within the same agency and in the same calendar year will not be considered. Agencies are responsible for determining which of their staff would be best served by scholarship assistance.

Scholarships are awarded to those agencies that would not otherwise be able to financially support educational opportunities and may be granted for up to 100% of the registration fee for an RMGPA or NIGP Professional Development course or RMGPA conference. Scholarships do not include lodging or travel expenses. Only the Education/Professional Development Committee can approve fees for late registration or cancellation. Any additional expenses relating to the course or conference shall be funded by the agency or personal funds, if applicable.

Participation in funding by the employer is recommended.

Eligibility shall be limited to regular members of RMGPA as of the date of the application. Individual, not Agency membership, must be current. The applicant will be evaluated on their demonstration of dedication to the purchasing profession, professional development needs, and a commitment to RMGPA. The Application must contain a description of the financial constraints requiring the scholarship.

REQUIREMENT:

The scholarship recipient is required to write an article for the RMGPA Newsletter and/or RMGPA website. The article should detail what was learned in the course or experience at a conference. Submissions will be coordinated with the Newsletter and/or Communication Chair within 15 days of completing the exam or application.

Recipient will not be eligible for RMGPA scholarships for two years from the date of the event if they do not comply with this requirement. ***If the course is not successfully completed or conference not attended, the recipient/agency will be required to reimburse RMGPA for 100% of the awarded funds.***

Appeals must be submitted to and received by the Education/Professional Development Committee Chairperson within 14 days of the date indicated on the denial letter. The Chairperson will present any Appeals to the RMGPA Board of Directors for decision. Decisions by the Board are final.

Submit scholarship application to:

RMGPA Education/Professional Development Chair
ProD@rmgpa.org

Save this form to your desktop, fill in the information by clicking on form field box, tab to next field. After completing, print out for signatures, scan completed application and submit to the Professional Development Chair's email address above.

NAME OF APPLICANT:

EMPLOYER:

TITLE:

BUSINESS ADDRESS:

WORK PHONE:

EMAIL:

CHECK ALL THAT APPLY:

RMGPA Member (must be current member to be eligible for scholarship)

National NIGP Member

Other Purchasing Affiliations
(Describe)

IMMEDIATE SUPERVISOR:

NAME:

PHONE:

EMAIL:

COURSE/CONFERENCE TITLE:

DATES:

COURSE/CONFERENCE FEE: \$

AMOUNT YOUR AGENCY WILL PAY: \$

SCHOLARSHIP AMOUNT REQUESTED: \$

1. How will this course or conference benefit you as an individual? How will your employer benefit? How will RMGPA and NIGP benefit?

2. Provide a brief history of your involvement in the purchasing profession, if any.

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

4. Involvement in RMGPA is essential to the organization's ongoing success. Please check one or more of the following volunteer committees you will commit to and participate in over the 6 months following receipt of this scholarship.

(Applicants must select at least one.)

- Awards
- Chapter Enhancement
- Communications
- Elections
- Legislative
- Marketing
- Membership
- Newsletter
- Professional Development
- Programs
- Other _____

5. RMGPA Newsletter and/or Website Article

Select option:

- RMGPA Newsletter Article
- RMGPA Website Article

Information included in the report may be used in RMGPA publications, including newsletters, website, and course/conference marketing material.

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: