

**GUIDELINES
for
WAMCAT SCHOLARSHIP AWARD**

- Applicant must be an active WAMCAT member.
- WAMCAT dues must be paid in full for the year in which the scholarship is requested.
- Applicant must have attended at least one (1) WAMCAT workshop within the past year.
- Scholarship funding may be approved only for registration fees and lodging (room) expenses, excluding meals.
The Board may approve special scholarship requests involving a personal financial hardship for expenses not reimbursed by a member's municipal employer. Special financial hardship reimbursable areas include: registration fees, and lodging (room) and travel costs excluding meals.
- A copy of the City/Town current budget containing funds allocated for the applicant's travel and training may be requested.
- Applications must be received by the Scholarship Chair to be presented to the Board at least thirty days prior to the requested course.
- The scholarship funding program attempts to financially assist as many applicants as possible; therefore, no scholarship will be awarded in excess of \$500.
- Consecutively awarded scholarships may be reduced in order to encourage municipalities to budget for education and conferences for their own employees and to further maximize participation in the Institute programs.
- Consideration will also be given to applicants working toward initial IIMC, APTUS&C or GFOA certifications, and college, continuing education and correspondence courses affiliated with educational advancement of a member's area(s) of job responsibilities for their municipality. This includes eligible on-line training or courses.

APPLICANT AFFIDAVIT

I have read, understand, and agree to the guidelines for the attached scholarship application. I also understand that in order to receive the funds, I must provide the WAMCAT Scholarship Chair with a certificate or letter confirming my attendance at the program or successful completion of the course for which the scholarship is awarded in addition to proof of eligible expenses incurred.

Printed Applicant Name

Signature of Applicant

Date

SUBMIT COMPLETED FORMS TO:

**Mandi Fraughton
WAMCAT Scholarship Chair
PO Box 249
Mountain View, WY 82939
mfraughton@mtvwy.com**

WAMCAT SCHOLARSHIP APPLICATION

APPLICANT INFORMATION	
Name:	Title/Position:
Email:	Length of Service in Position:
Municipality:	Phone Number:
Current and Active WAMCAT Member? <input type="checkbox"/> Yes <input type="checkbox"/> No	Mailing Address:
	Payment Date of Most Recent Membership Dues:
<p>Applicant must have attended at least one (1) WAMCAT workshop or annual meeting within the past year. Please list the workshop(s) you have attended that meet this requirement:</p> 	
Have you previously applied for scholarship funding? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, when? _____	
Was prior funding request approved? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, amount of funding \$ _____	
Have you held, or do you currently hold, a WAMCAT office or served on the Board or on a WAMCAT Committee? <input type="checkbox"/> Yes <input type="checkbox"/> No If so, please list date(s) of service: _____	
PURPOSE OF FUNDING REQUEST INFORMATION	
<input type="checkbox"/> WAMCAT Institute	Institute Name: _____ Site: _____ Proposed Attendance Dates: _____
<input type="checkbox"/> WAM Conference	Training/Education Session: _____ Site: _____ Proposed Attendance Dates: _____
<input type="checkbox"/> National Institute of Municipal Clerks (IIMC) Certified Municipal Clerk (CMC) Program	Training/Education Session: _____ Site: _____ Proposed Attendance Dates: _____
<input type="checkbox"/> National Association of Public Treasurers of the United States and Canada (APTUS&C) Certified Public Finance Administrator Program	Training/Education Session: _____ Site: _____ Proposed Attendance Dates: _____
<input type="checkbox"/> College Course, Continuing Education and Correspondence Course	Training/Education Session: _____ Site: _____ Proposed Attendance Dates: _____

Explain your initial certification / education training plans and how scholarship funding will assist you (attach additional sheets or information if needed):

APPLICANT AFFIDAVIT

I, the undersigned applicant, agree to the guidelines attached with this scholarship application form. I understand that in order to receive funding, I must provide the WAMCAT Scholarship Chair with a certificate or signed letter confirming my attendance at the program or training session(s), or proof of successful completion of the course for which scholarship funds have been awarded in addition to proof of eligible expenses incurred. I further understand that during the scholarship application review process, a copy of the municipality's current budget, containing any funding amounts allocated for training and travel available to me, may be requested.

Printed Applicant Name

Signature of Applicant

Date

SUBMIT COMPLETED FORM AND ANY SUPPORTING DOCUMENTATION TO:

**Mandi Fraughton
WAMCAT Scholarship Chair
PO Box 249
Mountain View, WY 82939
307-782-3100
mfraughton@mtvwy.com**

WAMCAT BOARD ACTION

Recommendation: Approved Denied Date: _____

Explanation:

Previous Scholarships Received:

Scholarship Purpose	Date Received	Amount
		\$
		\$
		\$