



Application Form & Instructions for Western Region IPMA-HR Professional Development Scholarship 2018

Section 1: General Information		
Name (First and Last):	Organization:	
Work address (Street, City, State, Zip):		
Work Telephone: Email Address:	Position/Title:	Certification:
Section 2: IPMA-HR Status		
<input type="checkbox"/> IPMA-HR National Member <input type="checkbox"/> IPMA-HR Local Chapter Member		
<input type="checkbox"/> List Chapter: _____ (Local Chapter Membership is required. Attach documentation from the local chapter (letter/email) confirming membership)		
Section 3: Description and Rationale		
Describe how this request is related to and will enhance your career in the public sector. Also describe your involvement and activities with WRIPMA-HR and your local chapter.		

I understand that my request will be considered by the Western Region IPMA-HR Awards & Recognition Committee and that I may or may not receive an award. I also understand that awards may be in any amount up to a maximum of \$1,000 per applicant per year. I attest that I am a regular or student member of IPMA-HR and IPMA-HR Local Chapter and that I have not and will not receive reimbursement from any other public funds for this request.

Signature of Applicant: _____ Date: _____

Western Region IPMA-HR Use Only:	Date of Board Meeting: _____
Board recommends approval for \$ _____ to be disbursed on (date) _____	
Payment Date: _____	Check Number: _____
Board recommends denial for reason listed below:	
<input type="checkbox"/> Not IPMA-HR member	<input type="checkbox"/> Other applicant selected
Comments: _____	

Instructions for Completing the Western Region IPMA-HR Professional Development Scholarship Application (Please print or type all information)

Section 1-General Information:

1. Name: List your name as it appears on the IPMA-HR membership roster.
2. Agency/Division/Work Unit: No acronyms. List the agency, division and work unit where you perform your primary duties.
3. Work address, telephone, position/title: List your physical address and phone number at work, as well as your classification and/or working title.

Section 2- IPMA-HR Status:

1. Check if you are an IPMA-HR National Member.
2. Check if you are an IPMA-HR Local Chapter Member and list your Chapter. You must attach documentation from the local chapter confirming your membership.

Section 3- Description and Rationale:

Indicate how this request will enhance your Public Sector career. Please sign the form and attach all relevant information.

Process:

Your application must be received by 5:00 pm on January 31, 2018. The Awards and Recognition Committee will review all applications prior to February 16, 2018. The WRIPMA-HR Awards and Recognition Chairperson will respond to all applicants.

Submit completed applications to:
Ron Zito, WRIPMA-HR
Ronald.Zito@portlandoregon.gov

Acceptance of the scholarship comes with just a few conditions:

- First, the award monies are to be used by April 1, 2019 and only for an IPMA-HR (your local chapter, Western Region, or national level) sponsored professional development event or certification (IPMA-CP or IPMA-SCP and includes renewal if applicable).
- Please provide a brief written report to WRIPMA-HR Board Officer Brian Haggerty (Bhaggerty@mwr.dst.co.us) by March 31, 2019 of how you utilized the scholarship and the benefits you received. Your testimonial will be highlighted in a future edition of the region's Western Star Newsletter.
- We ask that you serve on the 2019 WRIPMA-HR Scholarship Recommendation Committee. This committee is responsible to evaluate and recommend (to the Western Region Board) the Emerging Leaders Scholarship Award(s) for 2019 recipient(s). The time commitment is estimated at two hours total; one-hour to evaluate the applications and one-hour teleconference to discuss with the other committee members for recommendation.