



2017 Annual Education Conference Scholarship Application

Deadline: 11:59PM EST on February 10, 2017

Submit to: scholarships@misgmp.org

Section 1 – About You

Name _____

E-mail address _____

Agency/Employer/Institution _____

Work Phone Number _____ Cell Phone Number _____

I am seeking ___ partial / ___ full financial assistance for:

___ Lodging (\$75/night + taxes) **Select one:** ___ One night ___ Two nights

___ Conference registration (\$75)

Section 2 – Your Involvement with MiSGMP

(Unless otherwise noted, responses should be based on calendar year 2016 activities)

1. **MiSGMP Membership Status**

___ Planner ___ Student ___ Educator

2. **Length of MiSGMP Membership**

___ 1-2 years (3 points) ___ 3 years or more (5 points)

3. **Certifications & Certificates** (10 points each) Confirm by noting the year you were certified.

___ CGMP ___ CMP ___ CHSP ___ CHSC ___ GMS ___ other (list)___

4. **Monthly Meeting Attendance** (2 points per meeting attended) If all were attended, an extra 5 points will be awarded. Check months attended January 2016 through December 2016.

___ January ___ April ___ July ___ October
___ February ___ May ___ August ___ November
___ March ___ June ___ September ___ December

5. **Monthly Meeting Speaker or Panel Member** (10 points per engagement) Provide details and Include copies of agenda/program and/or recap from a newsletter article.

6. **Committee Involvement** List committees on which you are/were a contributing and active member, including your accomplishments on those committees. (Up to 5 points per committee; 10 points if chair/co-chair). **Applicant must have Committee Chair (or MiSGMP President where applicant is currently Committee Chair or Co-chair) complete committee member report(s), page 4.**

7. **New Member Recruitment** (8 points per new member, maximum 5 members/40 points – Membership Committee Chair exempt) List new members' name(s). **Membership Chair must fill out committee report, page 4.**

8. **Chapter Newsletter Contribution** (5 points per article). List title and date published. The article written as part of previous scholarship requirements cannot be included.

9. **Previous Annual Education Conference (AEC) Attendance** (1 point per year; 3 points maximum) List year(s) and location(s).

10. **National Involvement** (10 points each) Articles published in GC magazine; presenter at NEC; volunteer at NEC; national committee member. Provide details below. (Copies of articles; NEC agenda/program; verification by SGMP for volunteering and/or committee verification must be included.)

11. **Support of MiSGMP** (10 points maximum) Describe other ways you support MiSGMP and participate in chapter activities (fundraising, community projects, mentoring, etc.).

12. Are you receiving AEC funds from any other source, including your place of employment?

No Partial, please explain: _____

13. I confirm that I have read and understand the responsibilities set forth in this application for scholarship funds and that my failure to abide by this agreement could result in a request for repayment of part or all of the prepaid and complimentary items I am scheduled to receive.

Scholarship Applicant Signature

Date

14. By signing below I approve of the travel and time away for the applicant listed above to attend the 2017 Michigan Chapter of the Society of Government Meeting Professionals Annual Education Conference taking place March 7–9, 2017 in Ann Arbor.

Signature of applicant's supervisor

Date

Supervisor's printed name

Work phone number

Agency/Company

Section 3 – For Student and Educator Member Applicants

15. **Name of Educational Institution** _____

For Student Applicants Only

16. **Student status**, if applicable (documentation required)

Junior Senior

Other, explain: _____

17. **Course of study/degree program** _____

For Educator Applicants Only

18. List the applicable course(s) you are currently teaching (documentation required).

MiSGMP Committee Member Report

Member's Name: _____

Committee: _____

Please rate this member's participation in committee activities.

| | | | | |
|-----------------|---|---|---|-------------|
| 1 | 2 | 3 | 4 | 5 |
| Not very active | | | | Very active |

Please rate this member's enthusiasm for MiSGMP.

| | | | | |
|------------------|---|---|---|-------------------|
| 1 | 2 | 3 | 4 | 5 |
| Not enthusiastic | | | | Very enthusiastic |

Please rate the likelihood of this member to serve in a future chapter leadership role.

| | | | | |
|------------|---|---|---|-------------|
| 1 | 2 | 3 | 4 | 5 |
| Not likely | | | | Very likely |

List any specific accomplishments by this committee member.

Signature of Committee Chair or MiSGMP President

Date