



Application for Retiree's Scholarship
to attend the
WV Public Health Association Annual Conference

The WVPHA awards up to four (4) retiree scholarships to Annual Conference each year. Scholarship recipients must pay a \$55.00 conference registration fee. Expenses for meals that are not provided at conference are reimbursable, as is mileage to and from conference. The mileage rate is \$0.53.5 cents per mile.

Applicants must meet the eligibility requirements on the attached selection criteria sheet.

Important: All receipts must be submitted for reimbursement. Room reservations will be made for scholarship awardees.

Please complete the following information:

Name _____ Phone Number _____

Address _____

City _____ State _____ Zip _____

Years of Service _____ Retirement Date _____

Employer _____

Have you held office or served on any committee of the WVPHA? Yes No

If yes, what position and when? _____

Were you a paid member of WVPHA for at least 5 years before retirement? Yes No

Have you received a conference scholarship in the past? Yes No

If yes, when? _____

Are you under financial hardship? Yes No

If yes, please explain. _____

Application Deadline: August 1, 2017

Submit completed application to: **Vicky Hunter**
PO Box 11635
Charleston, WV 23559-1635
or

vicky.l.hunter@wv.gov

Retiree's Scholarship to attend WVPHA Annual Conference Criteria for Selection

Four Conference Scholarships may be awarded to eligible applicants. Awardees will be notified in writing and will be provided with the necessary paperwork.

RATING FACTORS:

- **Contribution to the WVPHA** - Association level, not section.
Example: serving on committees, working registration desk, etc.
- **Minimum of five (5) years as a paid member of the WVPHA**
- **Previous Recipient** - Adherence to rules regarding allowable charges to the Association.

Note: No scholarship shall be awarded to a past recipient that knowingly violated the established rules.

- **Financial Hardship**

Post-Mark - The post-marked date on the envelope shall be the determining factor between equally qualified applicants, awarded on a first-received basis. All envelopes shall be kept for this purpose.

REIMBURSABLE EXPENSES:

Meals: reimbursed as follows

Tuesday - No meal expenses are reimbursable. Dinner provided for Executive Council members.

Wednesday - Lunch expenses are reimbursable.

Thursday - No meal expenses are reimbursable, all provided.

Friday - Lunch expenses are reimbursable.

Mileage: reimbursed at the current state rate of \$0.53.5 per mile.

Room: Wednesday and Thursday will be paid in full. Tuesday will be paid, if there is an Executive Council Business meeting and dinner, if you are eligible to attend. **Room reservations will be made by the Scholarship Committee Chair.**

NOTE:

The \$55.00 conference registration is not included in the conference scholarship and is non-reimbursable.

Awardees must pay all charges and request reimbursement within 30 days of the conference. Original receipts are required for reimbursement.

State travel regulations shall be used in determining allowable charges.

The total award may not exceed \$500.00 per scholarship, including cost of room.