

**State Association &/or
New England Association of Cities & Town Clerks (NEACTC)
New England Municipal Clerks Institute & Academy (NEMCI&A)
Scholarship Application**

Yes No

1. I am a Deputy or Municipal Clerk.
2. I am the only applicant from my municipality.
3. I have been denied all or partial funding from my municipality and I am enclosing the letter of denial.
4. I am a member in good standing of my state association.
5. I am a member of the New England Association and my dues are paid in full.

If you have answered **YES** to all of the above, you may apply for financial assistance.

If you have answered **NO** to any of the above, you must include a letter of explanation stating why you have not complied with the above criteria.

Name		Date
Job Title/Municipality		Population
Address		
Email		
PH	FAX	
Inst. Year _____	or Academy	If Academy, year graduated from Institute _____
I am applying for financial assistance for NEMCI		Amount Requested \$ _____
My municipality will pay \$ _____		Required \$75.00 deposit paid YES____NO____
I have have not applied to IIMC for scholarship funds.		IIMC will pay \$ _____

**Return this application, letter of denial and any necessary correspondence
to your State Scholarship Chair by your state deadline.**

*** Check with your State Scholarship Chair to see if you need additional paperwork ***

FOR USE BY STATE SCHOLARSHIP CHAIR ONLY

Date rec'd _____	Date action taken _____
Amount Awarded \$ _____	Reason for denial _____

*** After state action, State Scholarship Chair forwards to NEACTC Joint Chair by **April 10, 2020** ***

FOR USE BY NEACTC/NEMCI JOINT SCHOLARSHIP COMMITTEECHAIR ONLY

Date rec'd _____	Date action taken _____
Amount Awarded \$ _____	Reason for denial _____

Scholarship Criteria

1. Scholarships shall be awarded to students attending NEMCI&A.
2. Applicant must be a Municipal Clerk or Deputy/Assistant Clerk.
3. Priority to first year Institute students.
4. An applicant must be a current member of their state association.
5. An applicant must be a member of NEACTC and must have paid dues in full at time of application.
6. Scholarship awards will be limited to one person per office with the Clerk having first preference.
7. Applicant shall disclose at the time of application whether they have applied for IIMC funds.
8. An applicant must have requested funds from their municipality and include a letter of denial for such funds.
9. Applicant is responsible for the \$75.00 registration deposit (*this amount not eligible for scholarship*).

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1. Applicants should, after denial from municipality, *send this application to their state association for consideration*. A reason for denial or explanation must accompany this application.
 2. Deadline for State Scholarship Chair to file applications with the Joint Scholarship Chair is **April 10, 2020**.
 3. Joint Scholarship Chair will notify the applicant, NEACTC & NEMCI&A Treasurers by April 30, 2020.
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Joint Scholarship Chair

Joint scholarship chair refers to the person responsible for awarding scholarship funds from NEACTC and NEMCI&A and does not imply joint responsibility with another person. This is a three-year appointment.

New England Scholarship Chair

MA Dottie Powers
580 High Street
Westwood, MA 02090

PH 781-355-8110
FAX 781-948-4573

dpowers@town.westwood.ma.us

**State Scholarship
Deadline**

State Scholarship Chairs

CT Patricia Williams
P.O. Box 548
Salisbury, CT 06068
Robert E. Cutler, Jr.

PH 860-435-5182
FAX 860-435-5172

pwilliams@salisburyct.us

January 31st

MA 40 South Street
Foxborough, MA 02035

PH 508-543-1208
FAX 508-543-6278

bcutler@foxboroughma.gov

March 25th

NH Sue E. McKinnon
65 Main Street
Newfields, NH 03856

PH 603-772-5070
FAX 603-772-9004

suemckinnon@newfieldsnh.gov

April 1st

RI Michelle Hardy
137 Roosevelt Ave
Pawtucket, RI 02860

PH 401-728-0500
FAX 401-728-8932

mhardy@pawtucketri.com

March 29th

VT Sandra Pinsonault
P.O. Box 715
East Dorset, VT 05253

PH 802-362-4571
FAX 802-362-5156

dorsetclerk@gmail.com

March 1st

ME Tammy O'Donnell
290 Tuttle Rd
Cumberland, ME 04021

PH 207-829-5559
FAX 207-829-2214

todonnell@cumberlandmaine.com

April 1st