



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 \$65.00 conference registration fee. Expenses for meals that are not provided at conference are reimbursable, as is mileage to and from conference. Mileage will be reimbursed at the current federal rate.

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 _____

Email address _____ 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 14, 2020 Submit completed application to: William Ours @ WVPHA PO Box 11635 Charleston, WV 23559-1635 or william.a.ours@wv.gov



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

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.
- Emailed dates of application received will also be noted on application.

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.

Mileage: reimbursed at the current federal rate.

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 WVPHA Secretary.

NOTE: The \$65.00 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.

**** Please note, if you are awarded a scholarship to attend conference you will be required to assist with conference duties as assigned.**