

Missouri City Clerks & Finance Officers Association Eastern Division

Financial Aid Scholarship for MoCCFOA 2023 Spring Institute

The Missouri City Clerks and Finance Officers Association Eastern Division will award **three** scholarships annually to a qualifying member of the Missouri City Clerks and Finance Officers Association Eastern Division. The purpose of the scholarship is to provide financial assistance for those members who would not otherwise be reimbursed by their City. The scholarship will include payment of the registration fee and hotel accommodations for a maximum of three nights for the attendance at the Missouri City Clerks and Finance Officers Association Spring Institute. Note: Registration for the Master Academy and/or hotel accommodations prior to the Master Academy are not eligible expenses.

Eligibility:

- Applicant must be a member in good standing of the Missouri City Clerks and Finance Officers Association Eastern Division.
- Applicant must be employed by a municipality as a City Clerk or similar position.
- Applicant must demonstrate financial need.
- An applicant actively pursuing any level of IIMC or Missouri certification will be considered before those who are already fully certified
- If applicant has 120 hours of IIMC or Missouri certification, the applicant shall not be awarded financial aid in two successive years.
- New members for less than one year prior to application submittal deadline are eligible. All other applicants must have attended at least **two** meetings in the 12 months prior to the application deadline and be active participants on at least one committee.
- For the purposes of obtaining a scholarship, the Annual Holiday Party in December will not be considered in the applicant's attendance record, as no business is conducted, and no action is taken at this meeting.

Guidelines:

- Applicant must submit the application to the Scholarship Committee no later than **December 31, 2022**
- Applicant must submit a letter from the Mayor, City Manager/City Administrator or City Council/Board of Aldermen expressing support of the application and indicating a commitment to granting the applicant time off to attend the Spring Institute.
- Applicant must submit a statement giving reasons why attendance at the Spring Institute would be important to the applicant's employment.
- Priority on granting scholarships will be given to clerks pursuing their IIMC or Missouri certification, and only if they were not granted a scholarship the previous year.

Should you have any questions pertaining to this scholarship application, please contact the Scholarship Committee Chairperson:

Megan Eldridge
City of Wildwood
16860 Main Street
Wildwood, MO 63040
636-405-2029
megan@cityofwildwood.com

MISSOURI CITY CLERKS & FINANCE OFFICERS ASSOCIATION
EASTERN DIVISION

Application for Financial Aid Scholarship for MoCCFOA 2023 Spring Institute

Name _____

Title _____

Municipality _____

Business Address _____

City/State/Zip _____

Business Phone _____ Fax: _____

E- Mail Address _____

Date of Hire to Present Position: _____

Elected _____ Appointed _____ Full-Time _____ Part-Time _____

Are you a member of the Missouri City Clerk's & Finance Officers Association Eastern Division
in good standing? Yes _____ No _____

Attach proof of being up-to-date on payment of dues (copy of receipt or canceled check)

Have you attended at least **two** meetings in the last 12 months (excluding the holiday
party)? Yes _____ No _____

Attach proof of attendance (copy of receipts, canceled checks, or roll call section of meeting
minutes)

Are you a current participant on at least one committee? Yes _____ No _____

Please list the committee(s): _____

Are you currently serving as an Officer or on the Board of Directors? Yes _____ No _____

If so, list your office: _____

Please describe in detail those issues the Scholarship Committee should consider in
assessing your financial need for this scholarship:

Financial Aid Application Continued

Please state reasons why attendance at the Spring Institute would be important to your employment:

Have you received a scholarship in previous years? _____

If so, please list years a scholarship has been received: _____

Please submit a letter from the Mayor, City Manager/City Administrator, or City Council/Board of Aldermen expressing support of the application and indicating a commitment to grant time off to attend the Missouri City Clerks & Finance Officers Association Spring Institute.

Applicant's Signature

Date

Submit your application on or before **December 31, 2022** to the Scholarship Committee Chairperson:

Megan Eldridge
City of Wildwood
16860 Main Street
Wildwood, MO 63040
636-405-2029
megan@cityofwildwood.com