

# Missouri City Clerks & Finance Officers Association Eastern Division

## 2018 Spring Institute First – Time Attendee Scholarship

The Missouri City Clerks and Finance Officers Association Eastern Division will award one Scholarship annually to a qualifying member of the Missouri City Clerks and Finance Officers Association Eastern Division who has not attended the Spring Institute previously. 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 attendance at the Missouri City Clerks & Finance Officers Association 2018 Spring Institute.** Registration for the Master Academy and/or hotel accommodations prior to the Master Academy are not eligible expenses. Payments will be made by the Eastern Division directly to the Association and Hotel.

### **Eligibility:**

- Applicant must be a member in good standing of the Missouri City Clerks and Finance Officers Association Eastern Division, including submitting proof of being up to date on payment of dues.
- Applicant must **not** have attended a Missouri City Clerks and Finance Officers Spring Institute previously.
- Applicant must be employed by a municipality as a City Clerk or similar position.
- Applicant must demonstrate financial need.

### **Guidelines:**

- Applicant must submit the attached application to the Scholarship Committee no later than December 31, 2017.
- Applicant must submit a letter from the Mayor, City Manager, City Administrator or City Council expressing support of the application and indicating a commitment to grant 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.

***Should you have any questions pertaining to this scholarship / application, please call:***

Scholarship Committee Chairperson:

MaryLou Rainwater, MRCC, City Clerk

City of Truesdale

109 Pinckney Street

Truesdale, MO 63380

Phone: (636) 456-3166; Fax: (636) 456-5357

E-Mail: [clerktr@yahoo.com](mailto:clerktr@yahoo.com)

**Missouri City Clerks & Finance Officers Association  
Eastern Division**

**2018 Spring Institute First Time Attendee Scholarship**

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 cancelled check or receipt)

Have you ever attended a Missouri City Clerk's & Finance Officers Association Spring Institute? Yes \_\_\_\_\_ No \_\_\_\_\_

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

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\_\_\_\_\_  
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Please state the reason why attendance at the Missouri City Clerks and Finance Officers Association Spring Institute would be important to your employment.

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Please submit a letter from the Mayor, City Manager, City Administrator, or City Council expressing support of the application and indicating a commitment to grant time off to attend the Educational Institute.

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Applicant's Signature

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Date

Submit your application on or before **December 31, 2017** to:

Scholarship Committee Chairperson:  
MaryLou Rainwater, MRCC, City Clerk  
City of Truesdale  
109 Pinckney Street  
Truesdale, MO 63380  
Phone: (636) 456-3166; Fax: (636) 456-5357  
E-Mail: [clerktr@yahoo.com](mailto:clerktr@yahoo.com)