

# Missouri City Clerks & Finance Officers Association Eastern Division

## **Financial Aid Scholarship for MOCCFOA Spring Institute**

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. 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 the attendance at the Missouri City Clerks and & Finance Officers Association Spring Institute**. 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
- Applicant must be employed by a municipality as a City Clerk or similar position
- Applicant must demonstrate financial need
- Applicant must be actively pursuing his/her IIMC or Missouri certification
- If applicant has IIMC or Missouri certification financial aid shall not be awarded in two successive years.

### **Guidelines:**

- Applicant must submit the attached application to the Scholarship Committee no later than January 31, 2009.
- 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:***

Pamela Burdt  
City of Town and Country  
1011 Municipal Center Drive  
Town and Country, MO 63131  
Phone: (314) 432-6606 Fax: (314) 432-1286  
Email: [burdtps@town-and-country.org](mailto:burdtps@town-and-country.org)

**MISSOURI CITY CLERKS & FINANCE OFFICERS ASSOCIATION  
EASTERN DIVISION**

**Application for Financial Aid Scholarship for MOCCFOA 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 \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

---

---

---

---

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 Missouri City Clerks & Finance Officers Association Spring Institute.

---

Applicant's Signature Date

Submit your application on or before **January 31, 2009** to:

Scholarship Committee Chairperson:  
Pamela Burdt  
City of Town and Country  
1011 Municipal Center Drive  
Town and Country, MO 63131  
Phone: (314) 432-6606 Fax: (314) 432-1286  
Email: [burdtps@town-and-country.org](mailto:burdtps@town-and-country.org)