"MoCCFOA"
APPLICATION FOR SCHOLARSHIP

I hereby apply for scholarship funds to attend the Missouri City Clerks & Finance Officers Association for: (Choose All That Apply)

☐ **Regional** _____
(Location)   ☐ **New Clerks**   ☐ **Spring Institute**

Division: ☐ Central ☐ East Central ☐ Eastern ☐ Northeast
☐ Northwest ☐ South Central ☐ Southeast ☐ Southwest ☐ Western

Name: _____
Last   First   Initial

Title: _____ **Date of Hire for Present Position:** _____

Employed By: _____ **Population:** _____

☐ Elected   ☐ Appointed   ☐ Full-Time   ☐ Part-Time

Business Address: _____
Street   City   Zip

Business Phone: _____ **Fax:** _____

Home Address: _____
Street   City   Zip

Home/Cell Phone: _____

E-Mail Address: _____

Other related Municipal Experience:

CITY	TITLE	DATE BEGAN	DATE LEFT

Are you a member of the MoCCFOA?   Yes ☐   No ☐

Are your MoCCFOA dues current?   Yes ☐   No ☐

Have you ever attended a MoCCFOA Spring Institute?   Yes ☐   No ☐

Have you previously received a MoCCFOA scholarship?   Yes ☐   No ☐

If yes, what year(s): _____

     Indicate all that apply: ☐ **Regional**   ☐ **New Clerks**   ☐ **Spring Institute**

Mark your CURRENT Level of Certification(s):

☐None   ☐MRCC   ☐MRCC Continuing   ☐MRCC Sustaining   ☐MPCC

Other: ☐ Counting my hours toward hour certificate ONLY and not certification.

Have you been denied by your municipality for funds to attend a conference?

Yes ☐   No ☐   If yes, attach letter as indicated in the guidelines.

How will the remaining requirements to complete your Certification be funded?

_____

_____

_____

_____

Attach a statement giving reason for attendance and what it will mean to work toward certification, participating in a continuing education program.

Include with this application a "Letter of Support" or "Commitment Letter" from the Mayor, City Administrator, City Manager, or City Council (Check the list of guidelines below).

Respectfully submitted,

_____   _____
(Signature)   (Date)

✋**Remember:** Submit your application on or before the **31st day of August** for Regional Scholarship and **31st of December** for the New Clerk's and Spring Institute to the Scholarship Committee Chairperson.

Check the list of guidelines for additional informational items to be submitted with application for consideration.

"MOCCFOA Scholarship Guidelines"

The following criteria shall be considered by the Scholarship Committee and judged according to the information provided. Applications must be submitted and reviewed on a year-to-year basis.

1) Applicant must be a member in good standing of the Missouri City Clerks and Finance Officers Association and an active participating member.

2) Applicant must be a City Clerk, City Treasurer, City Collector, Finance Officer, Deputy, and/or Assistant to these positions or hold a similar position.

3) The Scholarship Chairman must receive applications no later than August 31st for the Regional Conferences and December 31st for the Spring Institute and New Clerks Conference.

   a) 2022 Regional Dates: TBA

4) Applicant must have requested his/her municipality to underwrite schooling financially and been denied funding either by the Mayor, City Administrator, City Manager or City Council.

5) Applicant must submit a letter from the Mayor, City Manager, City Administrator or Council expressing support of the application and indicating a commitment to grant time off to attend the educational institute.

6) Attach a statement giving reasons for attendance and what it will mean to work toward certification by participating in a continuing education program.

7) All MOCCFOA Scholarship recipients shall provide conference receipts to the Treasurer of the MOCCFOA no later than 15 days from the close of the conference in order to be reimbursed for approved expenses. Any receipts submitted for reimbursement after the 15 days from the close of the conference will not be considered for payment.

Scholarship Committee Chairperson for 2022/2023:

Melissa Ziemianin, MRCC-S, City Clerk

Please mail, e-mail or fax application to:

Melissa Ziemianin, MRCC-S
City of Pineville
PO Box 592
Pineville, MO 64856
Phone: 417-223-4368
Fax: 417-223-4366
Email: m.ziemianin@pinevillemo.us

Check the MoCCFOA site for current information: http://www.moccfoa.org/