



Annual Conference Scholarship Policy

1. Funding for a minimum of 10 full scholarships is to be included in the Annual Conference Budget with additional funding at the discretion of the Host Committee based on Annual Conference Budget approved by the Board.
2. The Host Committee will manage the scholarship process and selection of the recipients.
3. The scholarship application period shall run from initial registration date to December 1. Host committee is to provide notice to all applicants within two weeks.
4. Scholarship recipients must be a government member of CSMFO in the year the conference is to be held.
5. Recipient must not have received a scholarship from CSMFO in the past 18 months.
6. An agency shall not receive scholarship more than 3 times in 5 years.
7. Applicants must make a financial hardship statement on the application.
8. Scholarship recipient must be the only attendee from their Agency to attend.
9. To encourage involvement in CSMFO Committee and Chapters, applicants are to express their involvement or desired involvement with CSMFO on the application form.
10. Scholarship recipient will be a room monitor for 2 break-out sessions or otherwise volunteer at least 3 hours at the Annual Conference as identified by the Host Committee.
11. Scholarship recipient is eligible to receive conference registration and up to two nights of hotel accommodations. The recipient will be responsible for travel to/from conference, additional nights of hotel accommodations, and all other incidentals.
12. Should more applications be received than budgeted, the Host Committee will provide preference for first time attendees, first time applicants and/or the potential recipient's involvement with CSMFO.
13. At the Host Committee's discretion, the application period can be extended if all scholarships have not been awarded.
14. Should the applicant live within 30 miles of conference, they will be encouraged by the Host Committee to commute to conference to provide additional funding for other scholarships.