

Application for the 2017 ILMCT Institute & Academy Scholarships is now available.

The 22nd Annual ILMCT Institute & Academy promises great learning experiences and networking. This year's event takes place **March 5-9** at the **Horizon Convention Center in Muncie**. Cost for the entire event is **\$450**, and registration for individual days is available.

Find attached the scholarship form for the Institute & Academy. **All ILMCT Institute & Academy Scholarship applications must be received no later than Tuesday, February 21, 2017**. Scholarship recipients will be notified of acceptance by Friday, February 24. Please note: Deputies are not eligible for scholarships.

If you have already registered and paid for the Institute & Academy, you may still apply for a scholarship. If you secure a scholarship after applying, we will reimburse you the cost of the classes upon completion.

You are responsible for securing hotel or other lodging accommodations for this event. Financial assistance for lodging may become available after February 24th, pending total scholarship applications received. The Education Committee prioritizes financial assistance for educational programming over lodging, but any scholarship funds remaining once the application window has closed will be rolled back into lodging assistance.

To apply for scholarship alongside registration:

1. In the top margin of the registration form, please print: **"APPLYING FOR SCHOLARSHIP"**.
2. Obtain the Institute & Academy Scholarship application from the ILMCT Website (ilmct.org) or from the Aim website (aimindiana.org).
3. Return the application to Natalie Hurt, Aim Special Events & Conferences Director, at nhurt@aimindiana.org (or at the address listed below) no later than Tuesday, February 21. Scholarships are granted according to need.

Requirements for scholarship assistance

1. You **MUST** be a member of the Indiana League of Municipal Clerks and Treasurers. To become a member, download the "ILMCT 2017 Dues Claims and Invoice" from the ILMCT website (ilmct.org) and submit payment to:
Indiana League of Municipal Clerks and Treasurers
125 W Market Street, Suite 100
Indianapolis, IN 46204
2. You must be registered for the Institute. Mail registration to the same address listed above. Remember to mark "APPLYING FOR SCHOLARSHIP" in the upper margin of the form and highlight the appropriate field indicating that you applied for the scholarship.

Mitigating criteria for scholarship assistance

1. Factors that may heighten an applicant's likelihood of securing a scholarship include: the intent to pursue a career as a municipal clerk or clerk-treasurer; a record of community engagement outside the workplace; and membership (or intent to apply for membership) in the International Institute of Municipal Clerks.
2. To extend this opportunity to as many clerks and clerk-treasurers as possible, applications will be weighted according to past Institute attendance, with new applicants receiving top priority, those returning for a second year receiving second priority, etc.

For Questions or assistance, and to submit registrations and applications: Please contact Natalie Hurt.

Natalie Hurt – Special Events & Conferences Director
125 W Market Street, Suite 100
Indianapolis, IN 46204
Phone: 317.237.6200 x233 / Fax: 317.237.6206
nhurt@aimindiana.org

Scholarship application deadline: February 21

Indiana League of Municipal Clerks and Treasurers Institute & Academy
SCHOLARSHIP APPLICATION
(For clerks or clerk-treasurers only)

Name _____ Title _____

Municipality _____ [] City [] Town

County _____ Years in present position _____

Office Address _____

Telephone _____ Email _____

Home Address _____

Telephone _____

I prefer to be contacted at: [] Office [] Home between the hours of ____ - ____.

I am requesting funding for:

[] All of Institute Week

[] Partial Institute (list classes & dates)

[] Hotel Accommodations:

[] All of Institute Week

[] Partial Institute (list evening accommodation dates)

Arriving _____ Departing _____

Questionnaire:

1. Are you a member of ILMCT? [] Yes [] No Number of years _____

2. Are you a member of the International Institute of Municipal Clerks? [] Yes [] No Number of years _____

3. Do you understand two years' membership in the IIMC is required for certification? [] Yes

4. Have you attended any prior ILMCT Institutes? [] Yes [] No

5. If you answered YES to #4, please indicate the program(s) attended (CMC or MMC), giving the year and location of the program.

6. If you answered YES to #4, please indicate whether you have received any scholarships from ILMCT or IIMC to attend, including program and year.

7. Do you understand this scholarship is for the ILMCT-sponsored program at the Horizon Convention Center ONLY? Yes

8. Please detail any community engagement you have undertaken outside your responsibilities as a clerk or clerk-treasurer (if applicable).

9. Please detail the educational training you have undergone for your present position.

10. All other things being equal, do you intend to continue pursuing a career as a municipal clerk or clerk-treasurer? Yes No

Municipality Information:

1. Municipality population _____

2. Clerk or Clerk-Treasurer's total yearly travel/educational budget \$ _____

3. Explain in detail who will be using this travel/educational budget and what other meetings, workshops, seminars, conferences etc. are planned for the year.