



## Application for IACCE Scholarships

Scholarships are available for educational programs and conferences sponsored by IACCE, ACCE and the U.S. Chamber of Commerce. Scholarship consideration will be based on thoroughness of comments, information verification and explanations, presentation of materials and financial need. **Note:** Institute scholarships are only available to Chamber professionals who have been employed in the industry for one year or more.

Complete, sign and submit this application and all attachments electronically to [lisa@iacce.org](mailto:lisa@iacce.org).

### **Section 1 – Applicant/Organization Information**

Full Name \_\_\_\_\_ Title \_\_\_\_\_

Organization \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Business Phone \_\_\_\_\_

Email \_\_\_\_\_ Years in Chamber work \_\_\_\_\_

Number of Employees \_\_\_\_\_

Do you have a training plan in place at your organization?  Yes  No

Total organization annual budget \$ \_\_\_\_\_ Annual amount allocated for training \$ \_\_\_\_\_

Have you attended/participated in the following (mark all that apply):

- IACCE conferences
- IACCE seminars
- IACCE webinars
- Served on an IACCE committee

Please check the box if this is your first year as a chamber executive.

### **Section 2 – Scholarship Information**

Indicate which conference or training program you are applying for:

\_\_\_\_\_

If you are applying for a scholarship to Institute, please list years/sites if have already attended.

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Have you previously received an IACCE scholarship?  Yes  No

If yes, which one(s)? \_\_\_\_\_

If not awarded a scholarship, will you still attend the event for which you are applying?  Yes  No

**Section 3 – Essay Questions**

Answer the following questions on separate pages as completely as possible.

1. Why is it necessary for you to apply for a scholarship?
1. Summarize your career objectives and describe your understanding of organization management.

**Section 4 – Resume of Professional and Educational Experience**

Attach a copy of your current resume.

**Section 5 – Letter of Reference**

Attach a letter of recommendation from your board chair or immediate supervisor.

**Section 6 – Commitments and Authorization**

Scholarships provide financial support toward registration fees only for IACCE members in good standing. You will be responsible for the balance of fees, transportation, lodging and miscellaneous expenses. Should you decide not to attend the conference, all monies distributed to the appropriate Chamber are to be reimbursed to IACCE.

**Please note:** If the applicant receives scholarship assistance from another organization, IACCE reserves the right to withdraw all or a portion of the IACCE scholarship.

Our organization supports this application, and I will recommend that the budget for next year will include adequate funds to allow for continued participation in IACCE/Institute activities.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Employer Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_