

Convention Incentive Program



OVERVIEW

Professional Municipal Administrators is pleased to announce the launch of the first Convention Incentive Program for its membership. This program is designed to encourage attendance at our Annual Convention for those who, otherwise, may not be able to attend. Individuals are only eligible to receive a scholarship once to provide an opportunity to others to access this scholarship. The scholarship is not transferable and must be used in the same year that it was awarded.

INCENTIVE

- One per region (Avalon, Eastern, Central, Western, Labrador)
- \$400 bursary to member Town
- Free convention registration

ELIGIBILITY

The PMA Incentive Program is designed to assist PMA members of smaller municipalities who have limited training funds. To be eligible for this bursary, applicants must:

- Employed in a municipality with Population 500 or less
- Be a Member in good standing
- First time convention attendee

APPLICATIONS

All interested persons are invited to apply for the PMA Incentive Program by forwarding the completed application form to Krista Parsons, PMA Executive Director, via e-mail at ex.dir@nlama.ca, no later than May 4, 2018.

As part of the application process, each applicant must write a statement in 200 words or less briefly answering the following questions:

- summarizing what attending the PMA Conference would mean to his or her professional development
- why they feel they are deserving of the scholarship , and
- How they intend to share the information that they learned at the Conference with others.

JUDGING PROCEDURE

All applications will be reviewed by a Committee comprised of PMA Board members and staff. The successful candidates will be selected based upon the individual application and the fact that attendance at the 2018 Conference may not occur without this incentive.

TERMS AND CONDITIONS FOR ACCEPTANCE

Successful recipients will be notified by e-mail by May 11. If a bursary is awarded, applicants must respond and confirm their acceptance by the deadline date as set by PMA in the e-mail notice. If the applicant does not respond to PMA's offer by the date outlined in the e-mail offer, the funding shall be rescinded without appeal.

Unsuccessful applicants are encouraged to resubmit the following year if they meet the criteria.



APPLICATION FOR 2018 CONVENTION INCENTIVE PROGRAM

APPLICANT'S INFORMATION:

Last Name: _____

First Name: _____

Position Title: _____

Name of Municipality: _____

Mailing Address: _____

E-Mail Address: _____

Telephone #: _____

Facsimile #: _____

I have previously attended a PMA Conference? Yes No

_____ I have attached a statement of 200 words or less briefly summarizing what attending the PMA Convention would mean to my professional development and why I feel the funding should be granted.

Date

Signature

Please submit all nomination information on or before May 4, 2018 to:
Krista Parsons, Executive Director at ex.dir@nlama or fax to 726-6408.