

WASHINGTON MUNICIPAL TREASURERS ASSOCIATION

STATEMENT OF SCHOLORSHIP POLICY

1. POLICY

It shall be the policy of the Washington Municipal Treasurers Association (WMTA) to collect and disburse scholarship monies for WMTA related educational benefits to its membership.

2. SCOPE

The primary educational objectives, of WMTA training supported by scholarship funds, in priority order, are as follows:

- a. Annual Conference
- b. Ad-hoc Classes
- c. State Institute
- d. National Conference (\$750.00 maximum)

3. ADMINISTRATION

WMTA scholarship monies will be administered by the Board of Directors of the WMTA through its Scholarship Committee.

Duties of the Scholarship Committee follow:

- a. Review all applications
- b. Approve and/or reject applicants
- c. Hear denial appeals*
- d. Coordinate with the WMTA Treasurer approved applicants and amounts granted along with any conditions (if applicable)

*A member may appeal the Committee's decision to the WMTA President who has authority to make final decisions.

4. APPLICATION PROCESS

Applications may be obtained from the WMTA website at www.wmta-online.com.

Completed applications must be submitted to the Scholarship Committee (name, address, email, and phone number of contact will be provided on the application).

The applicant's supervisor having authorization to grant time off must countersign applications.

Completed applications may be faxed or mailed and received by deadline date.

All applicants will be notified within two weeks of the application deadline date, by the scholarship committee chair, if their application has been accepted or denied.

All applications must be received by the scholarship committee prior to the established deadline before the class or conference the applicant is asking for monies to attend. However, those received after the deadline will be reviewed on a case-by-case basis.

5. SCHOLARSHIP COMMITTEE

The Scholarship Committee is composed of five members: the two Ex-officio Board of Director Members and the Immediate Past President, plus two remaining committee members that have served as an officer of WMTA, who will be approved by the WMTA Board of Directors.

The term of the ex-officio members does not expire. The Immediate Past President serves for one-year with the remaining two members serving for staggered three-year terms.

Once a year the scholarship committee will meet and choose a committee chair for the upcoming fiscal year. (June through May)

6. REPORTING

At least annually, The Scholarship Committee will provide a written report to the WMTA Board of Directors. The report will include a listing of all applications, those approved along with detailing the dollar amount granted as well as those applications denied, including the reason for denial.