

# Scholarship Award Application

The conference planning committee is offering a limited number of scholarships to organizations that otherwise could not afford to attend the conference but would benefit from the training. Scholarship awards are limited to one individual per agency.

**Application forms  
must be received by  
Wednesday, March 21, 2018**

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## AWARD SCHOLARSHIP/STIPEND AMOUNT

- Complimentary conference registration fee.
- \$300 (travel and hotel stipend) per organization outside a 30-mile radius from the Lansing Center. Stipend checks available at registration desk.
- Limited to one person per organization.

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## ELIGIBILITY CRITERIA

- Less than five full-time paid staff.
- Annual administrative budget of less than \$125,000. Administrative budget statements must accompany application.
- Actively involved in producing affordable housing and/or providing housing/homeless services.
- The organization must submit the application on behalf of the individual.
- The name of the individual cannot be changed.

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## APPLICATION PROCESS

- Please complete and return the Scholarship Award Application Form (below) along with a copy of Year 2018 operating budget, verifying the financial need. Application forms must be received by Wednesday, March 21, 2018.
- Applications will be processed by a scholarship steering committee, and notification letters will be mailed to the applicant at the address on the application on Wednesday, March 21, 2018.
- All applications must be registered for the conference before the awards are announced. Refunds on registration fees will be processed during the scholarship award notification process.
- Please note: If qualifying applications exceed the number of scholarships available, a random drawing will take place as a final selection process for award recipients.

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## APPLICATION FORM

Name of Organization: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name of Scholarship Applicant: \_\_\_\_\_

Title: \_\_\_\_\_

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### PLEASE PROVIDE THE FOLLOWING ADDITIONAL INFORMATION:

**Applications will only be accepted when  
accompanied by your organization's  
current operating budget.**

1. Number of full-time paid staff: \_\_\_\_\_

2. Amount of year 2018 operating budget: \_\_\_\_\_ (Submit year 2016-17 operating budget verifying these numbers)

3. List of housing activities: \_\_\_\_\_

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**Mail To:** Diane Dufek, AMR, 1390 Eisenhower Place, Ann Arbor, MI 48108 or email to [jdickie@buildingmicommunities.org](mailto:jdickie@buildingmicommunities.org)