



Alaska Municipal Management Association  
2022 AMMA Scholarship Announcement  
c/o Stephanie Queen, AMMA Treasurer  
via: [squeen@soldotna.org](mailto:squeen@soldotna.org)

Tuesday, November 8, 2022

Greetings Municipal Managers:

The Alaska Municipal Management Association (AMMA) aims to recognize and promote professionalism in local government administration, through training and networking opportunities at our twice-annual conferences. I am happy to announce that the board is now soliciting scholarship applications to assist managers in attending the 2022 AMMA / AML 2002 Local Government Conference, December 5-9<sup>th</sup>, at the Dena'ina Center in Anchorage.

**Scholarship Info:** Each scholarship recipient will be eligible to receive up to \$1,250 as a reimbursement for actual travel expenses. **You must be a dues-paid member of AMMA and be a Municipal Manager or work under the direction of the Municipal Manager to qualify for the scholarship.** If you are not a current AMMA member, learn more and join at <https://alaskamanagers.org/>

The conference schedule includes these events:

- **Monday and Tuesday, Dec. 5<sup>th</sup> and 6<sup>th</sup>: Alaska Municipal Management Association (AMMA) Meeting**
- **Wednesday through Friday, Dec. 7-9, Alaska Municipal League (AML) Local Government Conference**

A draft agenda, hotel and lodging information, and instructions on registration are available, here: <https://amlannual.org/>

Scholarship recipients will receive **reimbursement for conference registration, plus reimbursement for travel/hotel reimbursement up to a maximum of \$1,250.** All expenses must be paid by you or your municipality, and if awarded a scholarship, will be reimbursed by AMMA after the conference.

Scholarship applications must be submitted and received by **5:00 p.m., Monday, November 28<sup>th</sup>** to be considered. Please email your scholarship application to:

**Stephanie Queen, Soldotna City Manager**  
**Email: [squeen@soldotna.org](mailto:squeen@soldotna.org) | Subject Line: 2022 AMMA Local Gov Conference Scholarship**

If you have any questions about the scholarship, please do not hesitate to email me at any time.

Sincerely,

Stephanie Queen  
2022 AMMA Treasurer, and de facto Scholarship person

**ALASKA MUNICIPAL MANAGERS ASSOCIATION  
ANNUAL SCHOLARSHIP PROGRAM  
2022 AMMA / AML LOCAL GOVERNMENT CONFERENCE  
DECEMBER 5-9, 2022, ANCHORAGE**

**PURPOSE**

To provide education and encourage professionalism of Alaska Municipal Managers by awarding financial assistance to qualified applicants, who without this assistance would be unable to attend the Annual Conference.

**GUIDELINES**

The following criteria shall be considered by the AMMA Board and will be scored according to the information provided. Applications will be considered in order of date received and within the limitations of scholarship funds available.

**Eligibility:**

- Applicant must be a municipal manager, deputy manager, or in a position working directly under the supervision of the municipal manager.
- **Applicant must be a 2022 dues-paid member of AMMA.** Membership application information is available at <https://alaskamanagers.org/>

**Application Requirements:**

- Scholarship application submissions must be received no later than **Monday, Nov. 28, 2022 at 5:00 p.m.**
- Applicants must attach a letter of need, indicating that your municipality will not fund your attendance at the conference. *Note: AMMA scholarships are intended to provide funding for those members who would otherwise be unable to attend due to financial constraints.*
- In order to be considered, applicants must attach **proof** of travel cost estimate to and from your community, to Anchorage.

**General Information:**

- The AMMA Scholarship is a reimbursable award up to \$1,250, which will be reimbursed (directly to you, or to your municipality) following proof of transportation costs and attendance at the AMMA/AML Annual Conference in Anchorage. A reimbursement form will be provided with the scholarship award letter, and it must be submitted no later than **December 31, 2022** to receive reimbursement funds.

**Enclosures:**

2022 Scholarship Application Form

## AMMA SCHOLARSHIP APPLICATION FORM 2022 LOCAL GOVERNMENT CONFERENCE

**\*\*SUBMISSION OF THIS APPLICATION DOES NOT REGISTER YOU FOR THE CONFERENCE. THE CONFERENCE REGISTRATION FEE WILL BE REIMBURSED FOR SCHOLARSHIP RECIPIENTS, BUT YOU MUST STILL REGISTER FOR THE CONFERENCE**

THIS APPLICATION FORM AND ATTACHMENTS MUST BE RECEIVED NO LATER THAN  
**Monday, Nov. 28, 2022 at 5:00 P.M.**

**To be eligible you must be a current, dues paid member of the Alaska Municipal Managers Association (AMMA)**

Are you a 2022 (dues-paid) member of AMMA?

☐ Yes

☐ No

If you are not a member, visit <https://alaskamanagers.org/>

Name: \_\_\_\_\_

Employed By: \_\_\_\_\_

Business Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Population of Municipality: \_\_\_\_\_ Job Title: \_\_\_\_\_

Are you the Municipal Manager? ☐ Yes ☐ No If not, do you work in the Municipal Manager's Office? ☐ Yes ☐ No

If you are not the Municipal Manager, please explain your position/role in the municipality: \_\_\_\_\_

Position is: ☐ full-time ☐ part-time – If part-time, provide the number of hours worked per week: \_\_\_\_\_

Date Assumed Current Position: \_\_\_\_\_

Estimated travel cost from your community to Sitka: \$\_\_\_\_\_. **Proof of travel estimate must** be attached to this application in order to be eligible for the scholarship.

Have you attended an AMMA Conference event in the past? If so, year(s) attended \_\_\_\_\_

Have you received an AMMA Conference scholarship within the past three years? \_\_\_\_\_. If yes, please indicate which years (check all that apply): ☐ 2019 ☐ 2020 ☐ 2021

Please attach a personal statement addressing the following:

- 1. Discuss how you believe this training will benefit you in your position.**
- 2. Describe the financial need prompting you to seek this scholarship opportunity.**

**Email your completed application with accompanying material** to be received no later than **Monday, Nov. 28, 2022, at 5:00 p.m.**, to Stephanie Queen, AMMA Treasurer, via: [squeen@soldotna.org](mailto:squeen@soldotna.org)