



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

Thursday, June 16, 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 Summer Legislative conference, scheduled for August 10-12th in Sitka.

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:

- **Wednesday, August 10, AMMA Meeting**
- **Thursday and Friday, August 11 and 12, AML Summer Legislative Conference**

Conference registration information is available now at <https://www.akml.org/conferences-events/summerconference/>

Scholarship recipients will receive **free conference registration (\$200 value), plus money for travel/hotel reimbursement up to a maximum of \$1,250.** If you are awarded this scholarship, **DO NOT** pay for conference registration when you register. Check the box that says "Invoice me after July 1" and AMMA will pay your registration fee.

Scholarship applications must be submitted and received by **5:00 p.m., Thursday, June 30th** to be considered. Please email your scholarship application to:

Stephanie Queen, Soldotna City Manager
Email: squeen@soldotna.org | Subject Line: 2022 AMMA Scholarship

Notification of awards will be made the week of July 4th. If you have any questions about the scholarship, please do not hesitate to email me at any time.

Sincerely,

A handwritten signature in black ink that reads "Stephanie Queen" followed by a long horizontal flourish.

Stephanie Queen
2022 AMMA Treasurer, and de facto Scholarship person

**ALASKA MUNICIPAL MANAGERS ASSOCIATION
ANNUAL SCHOLARSHIP PROGRAM
2022 AMMA / AML SUMMER LEGISLATIVE CONFERENCE
AUGUST 10-12, 2022, SITKA**

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 **Thursday, June 30, 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 Sitka.

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 Sitka. In addition, scholarship recipients will receive free registration for the conference (\$200 fee to be directly paid by AMMA). All other travel fees (up to a maximum of \$1,250) will be reimbursed following submittal of invoices/receipts showing actual expenses incurred. A reimbursement form will be provided with the scholarship award letter, and it must be submitted no later than **August 31, 2022** to receive reimbursement funds.
- Applicants will be notified the week of June 20th of scholarship awards.

Enclosures:

2022 Scholarship Application Form

**AMMA SCHOLARSHIP APPLICATION FORM
2022 SUMMER CONFERENCE**

SUBMISSION OF THIS APPLICATION DOES **NOT REGISTER YOU FOR THE CONFERENCE. THE \$200 CONFERENCE REGISTRATION FEE WILL BE WAIVED FOR SCHOLARSHIP RECIPIENTS, BUT YOU MUST STILL REGISTER FOR THE CONFERENCE

THIS APPLICATION FORM AND ATTACHMENTS MUST BE RECEIVED NO LATER THAN
Thursday, June 30, 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 **Thursday, June 30, 2022, at 5:00 p.m.**, to Stephanie Queen, AMMA Treasurer, via: squeen@soldotna.org