

FLORIDA ASSOCIATION OF PUBLIC PURCHASING OFFICERS, INC.

NORMA J. SHOWLEY SCHOLARSHIP FUND

Introduction:

The Florida Association of Public Purchasing Officers, Incorporated (FAPPO) understands that public entities are continually challenged to do more with less, while maintaining a professional trained and certified staff.

FAPPO has established the Norma J. Showley Memorial Scholarship Fund. Recipients will be chosen by their demonstration the skills and values of the FAPPO organization as demonstrated by Mrs. Norma Showley, one of FAPPO's most cherished and supportive members.

Purpose:

The purpose of the fund is to provide FAPPO members with flexible training option to pursue other training that is beneficial for continued professional growth, but may not be degree-seeking or core NIGP classes.

Intent:

It is the intent of the FAPPO organization to provide a new funding opportunity for its members who are interested in furthering the development of their procurement skills and professionalism.

The organization plans to consider up to five (5) recipients each fiscal year for a maximum fund disbursement of \$500 each.

Note: Race, creed, color, national origin, gender, age, or the employment status of the applicant (other than within public purchasing) will not be considered in awarding scholarships).

Application Process:

All applications for Norma J. Showley Memorial Scholarship Fund shall be submitted to the Scholarship Program Administrator at least forty-five (45) days in advance of the scheduled event. The Scholarship Program Administrator shall review the applications received and ensure that they are complete.

Before distributing applications to the Educational Committee, the Scholarship Program Administrator will share the list of applicant names with the Committee to determine if any conflicts of interest exist. The Scholarship Program Administrator will then remove

any identifying information about the applicant from the applications and distribute them to the members of the Educational Committee for evaluation and recommendations.

Applicants will be measured on their demonstrated commitment to the Core Values of FAPPO's Leadership for the areas of ethics, integrity, professionalism, diversity, education, growth and commitment to customer service.

Fund recipients will be announced as soon as practical after each selection. The announcement will identify the recipients and will be posted on the FAPPO website with a copy of the approved application will be mailed to the recipient(s).

Selection Criteria:

The Committee will review all scholarship requests and award a scholarship based on the applicant's submittal.

Payment Process:

The Educational Committee will review the application & receipts for reimbursement. If a reimbursement is denied the applicant will be notified with an explanation of the denial.

Submittal Requirements:

See the FAPPO website for the most current version of the Scholarship Program Application for submittal requirements.

Program Guidelines for Donations to the Fund:

1. FAPPO members can donate to a separate fund in order to increase the amount of funds available to all members for training opportunities.
2. Suggested minimum individual donation is \$5.00, and these donations can be made at any time to the Scholarship Program Administrator.
3. These donations are requested from individuals; no agency donations would be solicited or accepted.