



## FLORIDA ASSOCIATION OF PUBLIC PROCUREMENT OFFICIALS, INC.

### SCHOLARSHIP PROGRAM

---

#### **Introduction:**

The Florida Association of Public Procurement Officials, Inc., (FAPPO) values the contributions, efforts, and professionalism of its members. With the challenges that public entities face with constrained budgets, FAPPO recognizes that it has become increasingly difficult for public entities to provide funding for professional development and continuing education for its workforce.

#### **Purpose and Intent:**

The purpose of the Scholarship Program is to assist the FAPPO membership in their efforts to achieve individual professional development. Professional development is vital to the membership's ability to improve their effectiveness and efficiency and contributes to the membership's ability to provide ethical stewardship of their respective agency's taxpayer dollars.

The program shall provide scholarship funds to members who have a strong commitment to their field of professionalism and a desire to further their knowledge base and expertise in public procurement through continuing education but have limited or non-existent education budgets.

#### **Type of Scholarships Available:**

- Scholarship to be utilized to attend an NIGP specific course sponsored by FAPPO or other FAPPO sponsored course

The total annual appropriation for scholarships shall be determined by the Board during the budget appropriation process. Once appropriation has been approved, qualifying members will be awarded scholarships on a "first-come, first-served" basis until appropriated funds are exhausted or the fiscal year has ended, whichever occurs first. Members will be granted only one (1) scholarship per type, per fiscal year; the agency will be granted no more than two (2) scholarships per type, per fiscal year.

Scholarships requested for use in attendance at any FAPPO sponsored NIGP course will be granted up to \$300 per request.

**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:**

Applications for scholarships shall be submitted to the Scholarship Program Coordinator no less than thirty (30) days in advance of the scheduled event. The Scholarship Program Coordinator shall review

the application and ensure that all required documentation is attached. Applicants will be notified by the Scholarship Chairperson upon award of the scholarship.

**Payment Process:**

Scholarship disbursement will be made after the event. The member shall submit their application in accordance with the provisions noted on each Scholarship Application.

The member is required to provide proof of payment prior to scholarship funds being disbursed. The reimbursement shall be made to the governmental agency or FAPPO member, whichever was responsible for payment of the event.

**Submittal Requirements:**

Submittal requirements are noted on the Scholarship Application. Package must include the following:

- A written statement from the Chief Purchasing Official or Human Resources Director stating whether the agency will reimburse the costs associated with the event
- Description of the event which includes the cost.
- Membership dues are current and shall have been a member for 1 year prior to scholarship submittal (will be verified by Executive Director).
- Does the event qualify for certification or re-certification points?