



Scholarship Application

To attend 2017 National Main Streets Conference

Through advocacy, education and marketing, the Georgia Downtown Association (GDA) works to focus the public's attention on the value of Georgia's downtowns. In order to encourage continued growth and development of downtown revitalization programs throughout the state, GDA will award **TWO** deserving downtown professionals with a registration and travel scholarship to attend the 2017 National Main Streets Conference in **Pittsburgh!** In order to be eligible for the scholarship an individual must be a local downtown development professional who is an active GDA member and has successfully completed at least Level One of GDA's Downtown Development Professional Program.

The scholarship will take the form of reimbursement for conference registration, airfare, and lodging costs associated with the trip, with a maximum reimbursement of \$1000. Payment of any other expenses is the responsibility of the scholarship recipient.

The scholarship is made available by funds raised from the Silent Auction during the Annual Georgia Downtown Conference.

Scholarship Terms

The recipient must submit original receipts to GDA within one month of the conclusion of the 2017 National Main Streets Conference, to be reimbursed in accordance with the State of Georgia's reimbursement procedures. The scholarship covers ONLY: 1) up to three nights lodging, and 2) conference registration. Additional travel expenses must be borne by the recipient. *Please note that meal costs, expenses related to travel to and from the airport, parking, and conference add-ons such as tours, are NOT eligible scholarship expenses; the recipient is responsible for these costs, along with any other costs not outlined in items 1&2 above.*

Scholarship Application Procedures

Eligible individuals interested in applying for the 2017 National Main Streets Conference Scholarship must complete the application form in its entirety. Applications for the 2017 Scholarship Applications must be received electronically by GDA no later than **March 1, 2017**. Applicants should confirm receipt by GDA of their application.

Scholarship Award Procedures

Applications will be reviewed by the GDA Scholarship Committee. Notification of the scholarship award will be made by March 10, 2017.

Consideration of scholarship is contingent upon:

1. Submission of a completed application with all supplementary materials by deadline;
2. Commitment to attend the National Main Streets Conference, with the understanding that GDA will not be responsible for reimbursement of any costs, including cancellation fees, in the event the recipient is unable to attend the conference.

Scholarship Program Requirements

- Must be an active member of the Georgia Downtown Association in good standing.
- Must be currently employed as a local downtown development professional in Georgia.
- Must have successfully completed at least Level One of the Georgia Downtown Development Professional Program OR have already been enrolled in the GDA Mentor program prior to application (mentors and mentees are eligible).
- Georgia Downtown Association Scholarships are made available through funds raised from the Silent Auction during the Annual Georgia Downtown Conference. Therefore, the scholarship recipient is asked to serve in a volunteer capacity on the Silent Auction Committee during the 2017 Georgia Downtown Conference.
- Must agree to provide GDA with a brief overview of conference experience. GDA may choose to use all or a portion of the written overview to market the scholarship program in future years.
- The scholarship amount may not exceed \$1000. Eligible expenses include conference registration, airfare, and lodging for up to three nights.
- The recipient is responsible for registering for the conference and making all travel and lodging arrangements; and upon return, must submit all applicable receipts to the Georgia Downtown Association.
- Since this is a reimbursable scholarship, the recipient must be able to pay for “all” upfront costs and expenses.

Questions?

Questions about the Scholarship Program should be directed to Janice Eidson at (678) 686-6256 or jeidson@gmanet.com.



Scholarship Application for 2017 National Main Streets Conference

Application Instructions:

1. Applications must be received electronically no later than March 1, 2017.
2. Please indicate employment history in fields related to downtown development by submitting a recent and complete resume. Resume should include the following for each past position:
 - Title/Position & Dates
 - Employer, Supervisor, & Organization
 - Address
 - Job Description and duties
 - Major accomplishments (please limit to three, very brief)
3. Answer the following questions on a separate page. Please be concise; answers to questions a, b, and c should not exceed a total of three pages in length.
 - a. Describe your community's goals in the area of Main Street/downtown economic development.
 - b. Describe how the conference will improve your ability to meet these goals.
 - c. Describe how attending the conference will benefit your local organization.
 - d. Include three professional letters of support/recommendation, including one from your local organization.
4. Indicate your acceptance of the following required conditions of the scholarship (if awarded to you) by checking each of the following boxes and signing your name.

☐ Applicant has read and agrees to all terms outlined in the 2017 National Main Streets Conference Scholarship Application Packet.

☐ Scholarship covers the cost of the following expenses ONLY:

- 1) Airfare to/from Atlanta, Georgia.
- 2) Lodging costs not to exceed three nights during the National Main Streets Conference.
- 3) Conference registration fee for the National Main Streets Conference.

**Please note that meal costs, expenses related to travel to and from the airport/train station, parking, and conference add-ons such as tours, are NOT eligible scholarship expenses; the recipient is responsible for these costs, along with any other costs not outlined in items 1-3 above.*

☐ The scholarship amount may not exceed \$1000.

☐ All expenses will be paid up front by the recipient, and reimbursed by GDA following the conclusion of the 2017 National Main Streets Conference.

☐ Scholarship recipient must submit an invoice with original receipts to GDA within one month of the conclusion of the 2017 National Main Streets Conference.

☐ Scholarship recipient will only be reimbursed for coach-class airfare booked a minimum of 21 days in advance.

☐ Scholarship may be used to cover a maximum of three nights lodging for the conference.

☐ Within one month of the conclusion of the 2017 National Main Streets Conference, scholarship recipient must provide GDA with a brief overview of his/her conference experience. GDA may choose to use all or a portion of the written overview to market the scholarship program in future years.

☐ GDA will not be responsible for reimbursement of any expenses, including cancellation fees, in the event the recipient is unable to attend the conference for any reason.

☐ If awarded a GDA scholarship to attend the National Main Streets Conference, I understand that I must wait a minimum of five years before I will be eligible to receive another GDA scholarship.

Indicate level of Professional Designation received

☐ Level 1, Georgia Downtown Development Professional

☐ Level 2, Senior Georgia Downtown Development Professional

☐ Level 3, Master Georgia Downtown Development Professional

Applicant's Signature _____ Date _____

Application should be submitted electronically to:

Janice Eidson at jeidson@gmanet.com

(in order to be eligible, complete application must be received at the above email address no later than March 1, 2017)