

**What Event Are You Applying for?**

- VT Farm to School Conference '16
- Tri-State Conference '17
- CNP Summer Institute '17
- OTHER: \_\_\_\_\_



**FOR SNA-VT use only:**

Date Received: \_\_\_\_\_  
 Application Approved: Y/N  
 Award Amount: \_\_\_\_\_

**2016 Professional Development Scholarship Application**

**Personal Information:**

NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 SNA-VT MEMBERSHIP #: \_\_\_\_\_ MEMBER SINCE: \_\_\_\_\_  
 PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

**Employment Information:**

POSITION/TITLE: \_\_\_\_\_ SCHOOL/ORGANIZATION: \_\_\_\_\_  
 Years in current position: \_\_\_\_\_

**Estimated Program Cost:**

Registration/Fee: \_\_\_\_\_  
 Travel: \_\_\_\_\_  
 Lodging: \_\_\_\_\_  
 TOTAL Cost: \_\_\_\_\_

**Conference or Class:**

Date of Conference or Class: \_\_\_\_\_  
 Location of Conference or class: \_\_\_\_\_  
 Title of Conference or class: \_\_\_\_\_  
**TOTAL AMOUNT REQUESTED:** \_\_\_\_\_

\*Only partial scholarships will be awarded

Tell us how you will use the information and knowledge gained from this opportunity to advance child nutrition and benefit students.

Tell us specifically how you will **share** the information and knowledge gained from this opportunity with other child nutrition staff, school staff, or other professional colleagues.

- I agree to write a paragraph summarizing key learning from this opportunity for publication in the SNA-VT website.
- I agree to obtain and submit written permission from my supervisor to attend this conference or class.
- I agree to attend the SNA-VT Annual Meeting that is held within the year of the conference I am attending.

**I certify that the information provided in this application is true and accurate to the best of my knowledge.**

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

Submit application to [kalexander@anesu.org](mailto:kalexander@anesu.org) – Application must be submitted 30 days prior to the date of the conference or class. **All scholarship awards will be made as reimbursements w/ submission of completion certificate.**

# Guidelines for School Nutrition Association of Vermont Professional Development Scholarship

## Who can apply for the scholarship?

School Nutrition Association of Vermont members only.  
School Nutrition employees, managers, and directors.

## What can the scholarship award be used for?

- Conference/ Training Registration Reimbursement
- Lodging Reimbursement
- Transportation Reimbursement – distance must be at least 50 miles away

## What are the goals of the Scholarship Fund?

To empower SNA-VT members to stay in school foodservice and advance their careers.  
To help SNA-VT members become SNA certified

## How much money is awarded?

The amount of the scholarship is dependent upon the request and availability of funds.

## How does the scholarship work?

- Applicants submit an application form to the professional development scholarship committee.
- Notification of the award will be sent by email or by a phone if the applicant does not have an email address.
- If awarded, reimbursement for approved expenses and/or fees will be paid 14 days **after** the submission of required documentation (i.e. certificate of completion, receipts for travel or lodging that are **marked paid**).
- Only applicants who submit all required items will be considered.

## What is the scholarship application process?

Submit the completed scholarship application no later than 30 days prior to the event you are requesting the scholarship towards. All scholarship applicants will be notified regarding whether or not they are receiving a scholarship no later than 20 days from the date of the event they have requested the scholarship towards.

## When is the application due?

Applications are due 30 days prior to the program you are requesting the scholarship for.

## What else do I need to do?

Scholarship recipients will be required to attend **the SNA-VT Annual Meeting**. For the 2016 VT Farm to School Conference, award recipients will attend the 2016 Annual Meeting to be held prior to the conference. All others will attend the SNA-VT Annual Meeting in 2017.

## Send Application To :

Email: [kalexander@anesu.org](mailto:kalexander@anesu.org) Please write SNA-VT Scholarship in the subject line of the e-mail.

Questions: 802-453-7002

Please complete the "SNA-VT Professional Development Scholarship Application" to be considered.