



# ***MONTGOMERY COUNTY PUBLIC WORKS ASSOCIATION***

## ***DAVID H. SHAFFER, JR. MEMORIAL SCHOLARSHIP FUND***

In honor of longtime Association and Board of Director member, David H. Shaffer, Jr., the Montgomery County Public Works Association will make a scholarship award(s) varying between \$500 and \$1,000 to a qualified candidate(s). Scholarship shall be used to defray the cost of attending a trade/technical school or institution of higher learning to obtain a degree or certification in a profession relevant to public works. For the purpose of this program, "Public Works" involves the administration, design, inspection, construction, operation and maintenance of facilities, fleet and infrastructure owned, operated or maintained by a State or local government or Authority. Included are water/wastewater/stormwater facilities, infrastructure management, street lights/traffic signals, solid waste & recycling, winter & emergency operations, fleet/building management, etc. The number, and dollar amounts, of awards may vary based on applications received.

### **ELIGIBILITY**

The applicant must be a resident of Montgomery or Bucks County and be registered in a trade/technical school or college or university whose major or program of study is directly related to the Public Works arena and shows interest in pursuing a career in the public works field. The determination of eligibility shall be at the sole discretion of the Scholarship Committee. All applicants must be sponsored by a MCPWA member in good standing. Individuals who have received scholarships in four (4) previous years shall not be eligible.

### **APPLICATION**

The applicant shall submit a letter of interest, application and supporting documentation to the Scholarship Committee requesting consideration. Application package shall include:

- Application form completed in its entirety.
- Letter of interest detailing the following:
  - ◊ Description of major/field of study.
  - ◊ Type of degree or certification sought.
  - ◊ Start & anticipated completion dates.
  - ◊ Relevance to Public Works.
  - ◊ Relevant employment/activities/interests.
  - ◊ Why you are best qualified candidate?
- Proof of enrollment: copies of current registration, transcript, report card, class schedule.
- **INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.**

### **REVIEW COMMITTEE**

The MCPWA Board of Directors shall appoint a Scholarship Committee Chairman and review committee of three members to review all applications.

### **REVIEW PROCESS**

If funds are available for any given year, the application period shall be from March 1st to May 31st. The chairman will announce the availability of funding and then receive and number all applications. He/she will then pass on photocopies of all applications with personal identity information removed to the committee. The committee shall make a recommendation for award, by application number for action at the July Board of Directors' meeting. The full board shall vote on the recommendation of the Scholarship Committee. The vote of the Board shall be final. Following the Board's action, the Scholarship Committee Chairman shall reveal the names of the successful applicant (s).

### **NOTIFICATION AND PAYMENT**

Successful applicant(s) shall be notified in writing by the Association. Unsuccessful applicant(s) shall be notified in writing by the Scholarship Committee Chairman. Public announcement of successful awards shall be made at a General Membership meeting of the MCPWA.

**MCPWA  
Scholarship Committee  
PO Box 380  
West Point, PA 19486**

***MONTGOMERY COUNTY  
PUBLIC WORKS ASSOCIATION  
DAVID H. SHAFFER, JR.  
MEMORIAL SCHOLARSHIP APPLICATION***

Name of Applicant: \_\_\_\_\_ email: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Name of Member Sponsor: \_\_\_\_\_

Sponsor's Relationship to Applicant: \_\_\_\_\_ Sponsor's Municipality/Company: \_\_\_\_\_

Municipality/County of Applicant's Residence: \_\_\_\_\_

School Attending: \_\_\_\_\_ Start Date: \_\_\_\_\_

Field of Study: \_\_\_\_\_ Anticipated Completion Date: \_\_\_\_\_

Degree/Certification Sought: \_\_\_\_\_

Current GPA: \_\_\_\_\_ Year of Study: 1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup> 4<sup>th</sup> Other: \_\_\_\_\_

Have you previously received a MCPWA Award? NO \_\_\_\_\_ YES \_\_\_\_\_ (If Yes List Years) \_\_\_\_\_

- In your Letter of Interest, please provide a brief discussion of how your field of study is relevant to the field of Public Works.
- In your Letter of Interest, please list any prior municipal employment, or other activities, which may be of interest to the scholarship committee.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Completed application packages should be mailed to: MCPWA Scholarship Committee  
PO Box 380  
West Point, PA 19486

**THE APPLICATION DEADLINE IS MAY 31<sup>st</sup>**