



Professional Development Scholarship Application
Sponsored by The National Educational Alumni Trust

Scholarships will be awarded three (3) times per year in
April, September and December

<http://www.usiaffinity.com/neat/scholarship/>

The NEAT Professional Development Scholarships may be used for opportunities such as training classes, continuing education, skill or strength assessment, workshops, or alumni relations conferences which may be on-line, virtual or in-person. Scholarships may be awarded to individuals or to groups such as a team or office staff. For a group scholarship, an application should be completed by the supervisor for activities such as team building, skill or strength assessments. Individual scholarships are awarded up to \$1,500 and group scholarships may be up to \$3,000.

Institution Information

Institution Name: _____

Alumni Association

Office of Alumni Relations

University Department

Other

Is your school's alumni organization independent or part of an integrated advancement office?

Independent Association

Integrated Advancement Office

Applicant Information

Name: _____

Title: _____

Business Address: _____

City, State, and Zip: _____

E-Mail: _____

Business Phone: _____



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Professional Development Information

What type of professional development are you applying for? Give the name of the activity or link if available.

Dates of professional development activity: _____

Estimated expenses (registration, supplies, travel related expenses). Provide specific expenses to be covered: _____

INDIVIDUAL SCHOLARSHIP

Do you have direct involvement with alumni relations? Yes No

Length of time in institutional advancement: _____

Length of time in current position: _____

Please answer the following question in detail on a separate document.

Understanding the current climate and challenges higher education is facing, why did you identify this professional development opportunity and how can you use this to enhance your position or organization?

GROUP SCHOLARSHIP

Is this opportunity directly related to alumni relations activities? Yes No

How many staff members will participate in the activity? _____

Please answer the following question in detail on a separate document.

Understanding the current climate and challenges higher education is facing, why did you identify this professional development opportunity for your staff and how can you use this to enhance your organization?



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Acknowledgement

If selected to receive a Professional Development Scholarship:

I agree to submit a brief summary or testimonial following my/our participation. The NEAT has my permission to use this information to promote the program and/or include on the NEAT website. Photos are also appreciated!

I will submit an invoice with receipts to show expenses incurred for reimbursement.

Check should be made payable to: _____

(Checks can be made payable to the institution or individual depending on how activity was originally funded)

Address to send reimbursement check (if different from page 1): _____

Individual Applicants: Acknowledgement to be completed by your supervisor. I support this application and will fund the balance of the expenses for professional development if the applicant is chosen for a NEAT Scholarship.

Printed Name and Title

Supervisor Email Address

Supervisor Signature

A press release will be sent for recognition of recipients. Please provide us with the following information.

Name of Publication: _____

Press Contact Name: _____

Press E-mail address: _____

Return completed applications by mail, fax or email to:

NEAT Scholarship Committee
ATTN: Patti Mikac, USI Affinity
5455 Rings Rd., Suite 250
Dublin, OH 43017

Phone: (614) 340-6126
Fax: (610) 537-2704
Email: patti.mikac@usi.com



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Additional Information

- Additional funding may be awarded by the NEAT for applications submitted after the deadlines if the NEAT budget allows.
- Professional development activities should occur within one year of application date.
- Reimbursement for scholarships will be sent upon receipt of an invoice and a brief testimonial following the completion of professional development event.
- Reimbursements will be made to an institution or individual depending on how the professional development activity was originally funded.
- The availability of funds is limited; therefore, preference will be given to applicants who have not previously received a NEAT scholarship.
- Alumni organization participation for the Alumni Insurance Program is a factor in determination of awards made by the NEAT Scholarship Committee.
- The NEAT Scholarship is non-transferable to another institution, another department beyond alumni relations or another staff member.
- The NEAT Scholarship is awarded for a specific professional development activity. In the event you cannot participate in the originally selected activity, the Scholarship Committee will need to approve a change. Please contact Patti Mikac for more information.
- For more information on the NEAT, visit: <http://www.usiaffinity.com/neat/scholarship/>
- USI is the administrator for the NEAT.