



Michigan Public Purchasing Officers Association Scholarship Policy

Background

Jack Standley, a teacher and leader in both private and public procurement, contributed to the development of the Michigan Public Purchasing Officers Association (MPPOA) scholarship program. Jack's other contributions to procurement and the MPPOA organization include being one of the first members to earn a CPPO, a Klang Award recipient, President of MPPOA, a conference presenter, contributor to *The Spanner* with articles and as the "official" photographer, and MPPOA historian. In 1999, the MPPOA Board of Directors approved to name the scholarship program in honor of the late Jack Standley.

Purpose

MPPOA values the contributions, efforts, dedication and professionalism of its members. As such, MPPOA is refining its current scholarship program to insure that it more fully meets members' needs and will aid them in their professionalism, growth and development.

MPPOA recognizes that it has become increasingly more difficult for public entities to provide funding for members professional development and continuing education. Therefore, the scholarship program, as funding permits, will financially *assist* current members with budgetary constraints to assist them in reaching their professional goals.

Administration

This program is administered by the MPPOA Awards and Scholarship Committee as established in the MPPOA Bylaws.

Qualifications/Requirements/Criteria

Individual must be a paid and active member of MPPOA as (defined in the Bylaws) for a period of not less than one (1) year and who is in good standing in the current year to receive a scholarship award.

Applicant must meet the requirements as stated under scholarship options to be considered for scholarship award.

Applications must be submitted completed a minimum of ninety (90) days prior to the event for which the funds are required. Scholarship awards are based on merit as well as financial need.

Applications must be signed by requestor's supervisor stating that request for funds was first made to the requestor's entity (agency) and was denied funding.

Applicants may only be awarded one (1) scholarship per calendar year. No more than three (3) scholarships per agency, per calendar year shall be awarded. Subsequent requests from persons within the same agency and within the same calendar year will not be considered. Agencies are



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responsible for determining who amongst their staff would be best served by scholarship assistance.

Scholarships will not cover travel, per diem, or meals unless specified otherwise in Scholarship package. Scholarships are not transferable to another person and may not be used towards the cost of a past event.

Scholarship registrations fees will be paid directly by MPPOA. All other payments will be made by the MPPOA Treasurer, after approval from scholarship committee upon submission of required documents are received.

Any difference in the amount of the awarded scholarship versus the cost of the class, test or conference shall be the responsibility of the scholarship recipient if the cost is greater. If the cost of the class, test or conference is less than the scholarship amount, that amount will be returned to the MPPOA treasurer.

The scholarships available shall be determined each budget year by the MPPOA board of directors as funding allows.

Scholarship Packages

Scholarship Package 1 – NIGP Seminars (One Day, Two Day and Three Day)

Scholarships will be for registration fees ONLY. Each year the board will designate the number of scholarships to be available for scheduled classes. Travel, hotel and per diems are not included as part of this scholarship package. Scholarships will be offered on a first come, first serve basis. Priority will be given to those pursuing certification and recertification.

Scholarship Package 2 – NIGP Annual Conference

Scholarships will be for registration fees and/or travel expenses. Scholarship award amount shall not exceed \$500.00. The President and designated board members registration fees will be included in the budgeted scholarship amounts for this program. Members are to receive approval to attend from their entities and must be willing to pay additional expenses not covered by the scholarship award amount on their own, through their organization, or co-sharing expenses with other MPPOA members that may be attending the event. The registration fee that would be paid for and provided through this scholarship option would be the registration fee offered by NIGP that excludes meals.

To be eligible for this scholarship registrant and/or agency shall participate in the Annual Reverse Trade Show. Scholarship award will be made based upon financial need and merit basis.



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Scholarship Package 3 – MPPOA Annual Conference

Scholarships for the MPPOA Annual Conference shall be for registration and hotel fees ONLY. Scholarship amount shall not exceed \$300.00. Members are to receive approval to attend from their entities and must be willing to pay travel, meals and per diem expenses on their own, through their organization, or co-sharing expenses with other MPPOA members that may be attending the event. The number of scholarships available will be on a first come, first serve basis. Priority will be given to those with merit and financial need.

Scholarship Package 4 – Regional Meetings, MPPOA one-day NIGP sponsored events and Webinars

These events are exempt from the scholarship policy. As budget allows, these events will be totally or partially sponsored by MPPOA. If partially sponsored by MPPOA a minimal registration fee would be charged to cover the cost of meals and/or room fees.

Scholarship Package 5 – CPPO and CPPB examination fees/renewal fees

Scholarships will be offered to assist covering the cost of certification testing fees and renewal fees. The number of scholarships available shall be determined each budget year by the MPPOA board and as funding allows. Applicants need to submit prior to taking the exam to be considered for a scholarship. Scholarships will be on a first come first served basis. Upon notification of passing the exam and/or renewal of certification, applicant shall submit documentation to Scholarship Committee Chair to be reimbursed for testing/renewal fees ONLY.