



November 3-6, 2008 • Napa, California

Scholarship Guidelines and Application

The 11th LEA/CIWMB Partnership Conference will be held at the Napa Valley Marriott Hotel and Spa in Napa, CA from November 3-6, 2008. For more information on the conference, visit our web page <http://www.ciwmb.ca.gov/Part2000/Events/08Conf/default.htm>

CIWMB will offer a limited number of full and partial scholarships for qualifying participants to offset conference attendance costs, such as costs of the complete meeting package (conference registration, lodging and meals) and travel directly related to attendance at the conference (as allowed under state travel reimbursement policies). CIWMB training staff will use the application process to award scholarships to individuals who need financial help in order to attend.

Selection Criteria

- Financial Need
- Ability to share in the cost of attendance at the conference (i.e. paying for some portion of your complete meeting package and/or travel costs)
- Participation in Conference (i.e. participating as steering committee member, session or room lead)
- Previous scholarship awards

Details

Scholarship recipients will be required to make their own lodging reservations by holding the reservation on a personal credit card or some other mechanism. CIWMB staff will then add the scholarship recipient's name to the list of attendees that the CIWMB will pay for directly to the hotel on our master bill.

However, if you do receive a scholarship and you need to cancel your attendance, failure to cancel reservations at least 48 hours in advance will result in a "no-show" fee equivalent to one night's room rent charged to your card. "No show" fees will **not** be reimbursed by the Board. CIWMB staff will send recipients further instructions regarding lodging and travel procedures and corresponding reimbursement once we award the scholarships.

Application Deadline & Procedure

September 8, 2008. Applications received after this date will not be accepted.

To apply for a scholarship, please complete the application on the reverse and email the application to Melissa Hoover-Hartwick at mhoover@ciwmb.ca.gov or fax to 916.319.7309

Questions?

If you have any questions regarding these scholarships, please contact Melissa Hoover-Hartwick at mhoover@ciwmb.ca.gov or by telephone at 916.341.6813 for more information.

