

**State Association &/or  
New England Association of City & Town Clerks (NEACTC)  
New England Municipal Clerks Institute & Academy  
(NEMCI&A)**

**Scholarship Application**

Yes      No

1. I am a Deputy or Municipal Clerk.
2. I am the only applicant from my municipality.
3. I have been denied all or partial funding from my municipality and I am enclosing the letter of denial.
4. I am a member in good standing of my state association.
5. I am a member of the New England Association and my dues are paid in full.

If you have answered **YES** to all of the above, you may apply for financial assistance.

If you have answered **NO** to any of the above, you must include a letter of explanation stating why you have not complied with the above criteria.

Name		Date
Job Title/Municipality		Population
Address		
Email		
PH		FAX
Inst. Year _____	or Academy	If Academy, year graduated from Institute _____
I am applying for financial assistance for NEMCI		Amount Requested \$ _____
My municipality will pay \$ _____		Required \$75.00 deposit paid YES____NO____
I have      have not      applied to IIMC for scholarship funds.		IIMC will pay \$ _____

**Return this application, letter of denial and any necessary correspondence  
to your State Scholarship Chair by your state deadline.**

\* \* \* Check with your State Scholarship Chair to see if you need additional paperwork \* \* \*

**FOR USE BY STATE SCHOLARSHIP CHAIR ONLY**

Date rec'd	Date action taken
Amount Awarded \$      OR	Reason for denial

\* \* \* After state action, State Scholarship Chair forwards to NEACTC Joint Chair by **April 10, 2020** \* \* \*

**FOR USE BY NEACTC/NEMCI JOINT SCHOLARSHIP COMMITTEECHAIR ONLY**

Date rec'd	Date action taken
Amount Awarded \$      OR	Reason for denial

## Scholarship Criteria

1. Scholarships shall be awarded to students attending NEMCI&A.
2. Applicant must be a Municipal Clerk or Deputy/Assistant Clerk.
3. Priority to first year Institute students.
4. An applicant must be a current member of their state association.
5. An applicant must be a member of NEACTC and must have paid dues in full at time of application.
6. Scholarship awards will be limited to one person per office with the Clerk having first preference.
7. Applicant shall disclose at the time of application whether they have applied for IIMC funds.
8. An applicant must have requested funds from their municipality and include a letter of denial for such funds.
9. Applicant is responsible for the \$75.00 registration deposit (*this amount not eligible for scholarship*).

1. Applicants should, after denial from municipality, *send this application to their state association for consideration*. A reason for denial or explanation must accompany this application.
2. Deadline for State Scholarship Chair to file applications with the Joint Scholarship Chair is **April 10, 2020**.
3. Joint Scholarship Chair will notify the applicant, NEACTC & NEMCI&A Treasurers by April 30, 2020.

### Joint Scholarship Chair

Joint scholarship chair refers to the person responsible for awarding scholarship funds from NEACTC and NEMCI&A and does not imply joint responsibility with another person. This is a three-year appointment.

#### New England Scholarship Chair

<b>MA</b>	<b>Dottie Powers</b> 580 High Street Westwood, MA 02090	PH 781-355-8110 FAX 781-948-4573	dpowers@town.westwood.ma.us	<b>State Scholarship Deadline</b>  January 31st
<b>State Scholarship Chairs</b>				
<b>CT</b>	<b>Patricia Williams</b> P.O. Box 548 Salisbury, CT 06068	PH 860-435-5182 FAX 860-435-5172	pwilliams@salisburyct.us	March 25th
<b>MA</b>	<b>Robert E. Cutler, Jr.</b> 40 South Street Foxborough, MA 02035	PH 508-543-1208 FAX 508-543-6278	bcutler@foxboroughma.gov	April 1st
<b>NH</b>	<b>Sue E. McKinnon</b> 65 Main Street Newfields, NH 03856	PH 603-772-5070 FAX 603-772-9004	suemckinnon@newfieldsnh.gov	March 29th
<b>RI</b>	<b>Michelle Hardy</b> 137 Roosevelt Ave Pawtucket, RI 02860	PH 401-728-0500 FAX 401-728-8932	mhardy@pawtucketri.com	March 1st
<b>VT</b>	<b>Sandra Pinsonault</b> P.O. Box 715 East Dorset, VT 05253	PH 802-362-4571 FAX 802-362-5156	dorsetclerk@gmail.com	March 15th
<b>ME</b>	<b>Tammy O'Donnell</b> 290 Tuttle Rd Cumberland, ME 04021	PH 207-829-5559 FAX 207-829-2214	todonnell@cumberlandmaine.com	