



MINNESOTA ASSOCIATION FOR COURT MANAGEMENT
SCHOLARSHIP/EDUCATION GRANT PROGRAM

I. Purpose:

The Minnesota Association for Court Management (MACM) Scholarship Program is intended to promote the organization's efforts to improve judicial administration by financially supporting member's education in court administration and related fields along with increasing the proficiency of court managers through a central depository and exchanging of information.

II. Amount and Number of Awards:

- A. A total annual pool of \$2,000.00 is available to be awarded four times per year.
- B. No single award may exceed \$500.00.
- C. If the whole \$2,000.00 is not expended, the remaining amount may be carried forward to the next year's award pool.
- D. The MACM Membership Services Committee Chair each year shall identify to the Executive Board his or her recommendation of unspent Scholarship Money dedications.

III. Selection of Recipient:

- A. Methodology:
 - 1. Applicants shall obtain an application from the MACM Website and submit a completed application to the Membership Services Committee Chair (or designee) by October 1st, January 1st, April 1st and July 1st of each year.

2. The Chairperson of the Membership Services Committee, in conjunction with the rest of the committee will select the scholarship recipients and notify them accordingly. The recipients will also be announced to the full MACM body at the annual Conference(s).
3. Applicants must be regular MACM members to receive an award.
4. The Presiding MACM President is ineligible to receive an award during his or her term.
5. Applications must be submitted quarterly (October 1st, January 1st, April 1st, and July 1st) to be considered.

IV. Post-Award Review:

- A. Each recipient shall be required to submit proof of attendance (via a certified transcript or certificate of attendance) of course attendance, and a statement of how the money was actually spent. Such proof shall be submitted to the Membership Services Committee Chair within 90 days after the money is used. If a recipient does not use the entire award, he or she is required to refund the remaining balance to the MACM Treasurer at that time.
- B. The MACM Executive Board shall annually review the program and recommend its continuation, modification, or elimination to the full body at the annual MACM business meeting.

V. Application Compilations:

As part of the selection process, applications will be retained by the Membership Services Committee for future access by MACM members. This compilation of applications is to enhance and make more accessible to MACM members' information, which might prove valuable.

**To apply, complete the attached application and mail it to:
Jennifer Schlieper
14949 62nd Street North
Stillwater, MN 55082**

For assistance, call Jennifer Schlieper @ 651.430.6269



**MINNESOTA ASSOCIATION FOR COURT MANAGEMENT
EDUCATION GRANT APPLICATION**

I hereby make application for a Minnesota Association for Court Management (MACM) Education Grant for the year _____ in the amount of _____ (not to exceed \$500.00).

1. _____
Name (first) (middle) (last)

2. _____
Presently employed by

3. _____
Present Employment address (number, street, city, state, zip) Telephone number

4. List any prior court-related employment you have held in addition to that listed under Item #2. _____

5. Application is made requesting funding for the following educational purpose.

6. Description of education or training. (Copy of course offering may be attached.)

