

**NEW YORK STATE ASSOCIATION OF CITY AND VILLAGE CLERKS
APPLICATION FOR INSTITUTE CMC/MMC**

SCHOLARSHIP YEAR _____

Name: _____ Title: _____

Municipality: _____ Population: _____

Address: _____

Application for (Check One) CMC _____ MMC _____

This is my _____ year of attendance.

Have you previously received a scholarship from NYSACVC? _____ When? _____

Are you a member of NYSACVC? _____ If yes, number of years _____

Are you a member of IIMC? _____ If yes, number of years _____

Date: _____ Signature: _____



Optional: To be completed by the City or Village.

STATEMENT OF COMMITMENT

I/We, the _____ of _____ . do hereby agree that if _____ is awarded an NYSACVC scholarship, in the amount of \$_____, our municipality will assume all additional costs related to his or her attendance at the IIMC Institute or MMC Academy over and above the scholarship amount awarded for the year 20___. The cost of the Institute/MMC Academy, including lodging and meals, is \$_____. Miscellaneous expenses may be additional.

Date: _____ Signature/Title: _____



Scholarship Committee Only: Mark approved or denied and sign off.

_____	_____
_____	_____
_____	_____

SCHOLARSHIP APPLICATION INFORMATION

Dear Fellow Clerk:

Attached please find an application for a New York State Association of City and Village Clerks scholarship to attend the IIMC Municipal Clerks Institute Training affiliated with Central Connecticut State University in Latham, NY. Follow the instructions below and send the completed application to:

Daniel P. Borchert, MMC/RMC
City of Batavia
Bureau of Finance
One Batavia City Centre
Batavia, NY 14020

If you have any questions, please feel free to contact me at 585-345-6315 or dborchert@batavianewyork.com

Sincerely,

Daniel P. Borchert, MMC/RMC
NYSACVC Scholarship Committee

Instructions for Scholarship Application:

1. Complete the application form.
2. Attach a brief resume, including previous municipal positions, education, membership and length of time in all municipal associations, to the application.
3. Attach a brief statement to the application of why you want to attend the Institute or Academy.
4. Mail application to Scholarship Chairperson as soon as possible after January 1st.

PLEASE NOTE:

The amount of each scholarship will be dependent on the number of successful applications, as well as other scholarships received by applicant.

All applications received after the deadline of June 1 will be placed on a waiting list.