



Wisconsin Airport Management Association Professional Development Assistance Guidelines and Application

Up to \$2,000 in assistance will be awarded at the sole discretion of the Wisconsin Airport Management Association Board of Directors.

Instructions: You must be a member of the Wisconsin Airport Management Association and a resident of Wisconsin or an active duty service member with an entrance point in Wisconsin at the time the award is made. Any requests for reimbursement may be submitted with this application if the event occurred within the preceding 12 months.

Candidates can receive reimbursement 12 months past an award date or 12 months prior to the next award date. Reimbursements will be awarded to members upon confirmation of successful completion of conference or training attendance.

The information presented on this application will determine your eligibility for this assistance and will also be used as a basis for your ranking. For this reason, it is extremely important that you answer all questions completely and attach your autobiography and your statement of interest in the event. You may attach a resume or any additional information you believe is pertinent. If you need additional room to respond to any questions, please attach a sheet that includes a reference to the question for which you are responding.

If you have any questions please contact Charity Speich cspeich@clearwire.net . Applications must be submitted electronically via the website or to the following email address by April 2, 2010 by 5 pm.

Charity Speich, Vice-President
Wisconsin Airport Management Association
cspeich@clearwire.net

TYPE OR PRINT IN INK

LAST NAME		FIRST NAME		
MAILING ADDRESS	APT	CITY	STATE	ZIP CODE
TELEPHONE	FAX		EMAIL ADDRESS	
EMPLOYER	TITLE		YEARS OF SERVICE	
DATE OF WAMA MEMBERSHIP	NAME OF EVENT YOU INTEND ON APPLYING THIS ASSISTANCE TO:			
SELECT TYPE OF ASSISTANCE YOU ARE APPLYING FOR:				
<input type="checkbox"/> MEMBERSHIP DUES		<input type="checkbox"/> OTHER		
<input type="checkbox"/> CONFERENCE				
<input type="checkbox"/> SCHOLASTIC SCHOLARSHIP				
AMOUNT OF ASSISTANCE REQUESTED:		\$		

EDUCATION

NAME OF INSTITUTION	DATES OF ATTENDANCE	DEGREE OBTAINED/EXPECTED TO RECEIVE

- Does your employer provide you with financial support for continued education opportunities (conferences, training courses, and/or higher education courses) offered by:
 - WAMA? Yes No If yes, what is the budgeted amount? _____
 - Other? Yes No If yes, what is the budgeted amount? _____
- Does your employer pay for your travel expenses associated with attending conferences within:
 - Your own State? Yes No
 - Out-of-State? Yes No
 - Conference registration fee? Yes No
- If you are awarded assistance, what expenses will your employer pay for if the cost to attend is greater than the assistance available?

Transportation Meals Registration Other, please list

None, how will the extra expenses be paid?

4. Have you ever participated in the event for which you are applying for assistance?

Yes No N/A

A.) If yes, what was your role the last time you attended this event?

Attendee

Speaker/Presenter

Board Member

Student

Other Please explain: _____

B.) If yes, when was the last time you attended this event?

C.) If yes, how was your travel to the event financed?

Please attach the following:

1. An autobiography not to exceed one page.
2. A statement of your interest in the event and benefits you expect to receive and contribute to your organization. Please limit to one page.
3. A most recent copy of your academic transcript if scholastic assistance is requested.
4. All receipts and pertinent documents must be submitted with this application if you are requesting reimbursement for an airport conference or workshop occurring within the preceding 12 months of this application date.

If selected, you may be asked to write a one page report on the event as it relates to your interests on this application. Is this acceptable as a condition of receiving assistance?

Yes No

Applicant's Signature

Date

Typed signature will be treated as a signature