April 10, 2020

ORMN SCHOLARSHIPS

Conventions, Programs, or Continuing Education

Policy: The chapter will budget $500 in each fiscal year for scholarships for certified members to represent ORMN at selected events including conventions, programs, or continuing education activities. At the discretion of the Board, funds may be authorized for attendance at non-VMN events. At the beginning of each fiscal year, the Board will review the budgeted amount and adjust it if necessary.

Procedure:

1. The Board will select an event(s) that they would like the Chapter to be represented at.
2. The Board will notify the membership of this event and that there is funding available to send one or two members to this event. The funding will only cover the event registration fee and any banquet meal included as part of the event. The attendee(s) will need to cover all other costs of the event, including travel and lodging expenses.
3. Members interested in attending the event and applying for a scholarship should send an email notification to the Board Secretary.
4. The Board will then review all email notifications to determine scholarship recipients and the amount to be funded by the program.
5. Before the event, the attendee(s) must request authorization from the Treasurer to spend the amount funded by the scholarship program.
6. The attendee(s) will have 30 days after the event to submit receipt(s) to the Treasurer for reimbursement. After 30 days from the event, no reimbursement will be available.
7. Scholarship recipients will be required to either provide a written summary of the event to be posted on the Chapter website or to present information from the event at a Chapter meeting. The type of presentation will be determined by the attendee(s) in coordination with the Chapter President.

Basic Training Class

Policy**:** The chapter will budget $500 in each fiscal year for a scholarship(s) for trainees to attend the ORMN Basic Training class. At the beginning of each fiscal year, the Board will review the budgeted amount and adjust it if necessary.

Procedure:

1. Scholarship applicants need to apply in writing (email is OK) to the Recruitment and Selection Committee Chair, who shall consult with the Basic Training Committee Chair for final determination of stipends. A given stipend may include the entire or partial basic training fee.
2. After the budgeted amount has been expended, no additional funds will be reimbursed unless authorized by the Board.