



Cities Insurance Association of Washington *Scholarship Guidelines*

Purpose: It is the purpose of the CIAW Board of Directors through the CIAW Scholarship Committee, to provide financial assistance to CIAW members who may otherwise not have the financial resources to promote training in the area of Risk Management. For example: Clerks, Treasurers, Public Works, and Directors etc.

1. All applicants must be members of the CIAW in good standing.
2. All requests for scholarship help must be for the sole purpose of further developing applicant's abilities in their jobs or functions of the City or entity.
3. All applicants must submit the following information to the CIAW Scholarship Committee for review.
 - ❖ A completed scholarship application.
 - ❖ Proof of payment as this is a reimbursement based scholarship.
 - ❖ A statement or letter from management or council expressing support for this training and to include why the City or entity cannot fund this training or education.

The CIAW Scholarship Committee can award or deny requests for \$750.00 or less per direction from the CIAW Board of Directors.

The total scholarship amount per City or Entity of the CIAW will not exceed \$750.00 or be awarded to the same City or Entity more than twice a year.