

**State Association &/or
New England Association of City & Town Clerks
(NEACTC) New England Municipal Clerks Institute &
Academy (NEMCI&A)
2023 Scholarship Application**

- | | Yes | No |
|--|-----------------------|-----------------------|
| 1. I am a Municipal Clerk/Deputy/Assistant Clerk, or Staff Member. | <input type="radio"/> | <input type="radio"/> |
| 2. I am the only applicant from my municipality. | <input type="radio"/> | <input type="radio"/> |
| 3. I have been denied all or partial funding from my municipality and I am enclosing the letter of denial. | <input type="radio"/> | <input type="radio"/> |
| 4. I am a member in good standing of my state association. | <input type="radio"/> | <input type="radio"/> |
| 5. I am a member of NEACTC and current on my Annual Membership fee. | <input type="radio"/> | <input type="radio"/> |

If you have answered **YES** to all of the above, you may apply for financial assistance.

If you have answered **NO** to any of the above, you must include a letter of explanation stating why you have not complied with the above criteria.

Name		Date
Job Title/Municipality		Population
Address		
Email		
PH		Fax
Inst. Year _____	or Academy <input type="checkbox"/>	If Academy, year graduated from Institute _____
I am applying for financial assistance for NEMCI <input type="checkbox"/>		Amount Requested \$ _____
My municipality will pay \$ _____		
I have <input type="radio"/> have not <input type="radio"/> applied to IIMC for scholarship funds.		IIMC will pay \$ _____

**Return this application, letter of denial and any necessary correspondence
to your State Scholarship Chair by your state deadline.**

*** Check with your State Scholarship Chair to see if you need additional paperwork ***

FOR USE BY STATE SCHOLARSHIP CHAIR ONLY

Date rec'd _____	Date action taken _____
Amount Awarded \$ _____	Reason for denial _____

*** After state action, State Scholarship Chair forwards to NEACTC Joint Chair by **April 10, 2023** ***

FOR USE BY NEACTC/NEMCI JOINT SCHOLARSHIP COMMITTEECHAIR ONLY

Date received _____	Date action taken _____
Amount Awarded \$ _____	Reason for denial _____

2023 New England Municipal Clerks Institute & Academy (NEMCI&A)

Scholarship Criteria

1. Scholarships shall be awarded to students attending NEMCI&A.
2. Applicant must be a Municipal Clerk/Deputy/Assistant Clerk, or Staff Member.
3. Priority to first year Institute students.
4. An applicant must be a current member of their state association.
5. An applicant must be a member of NEACTC and current on their Annual Membership fee.
6. Scholarship awards will be limited to one person per office with the Clerk having first preference.
7. Applicant shall disclose at the time of application whether they have applied for IIMC funds.
8. An applicant must have requested funds from their municipality and include a letter of denial for such funds.

Procedures and Deadlines

1. Applicants should, after denial from municipality, *send this application, along with individual state application, if applicable, to their state association for consideration **by state deadline***. A reason for denial or explanation must accompany this application to be considered.
2. Deadline for State Scholarship Chair to file applications with the Joint Scholarship Chair is **April 10, 2023**.
3. Joint Scholarship Chair will notify the applicant, NEACTC & NEMCI&A Treasurers by **April 30, 2023**.

Joint Scholarship Chair

Joint scholarship chair refers to the person responsible for awarding scholarship funds from NEACTC and NEMCI&A and does not imply joint responsibility with another person. This is a three-year appointment.

New England Joint Scholarship Chair

Kathy Larkin
P.O. Box 152
Southington, CT 06489

PH (860) 276-6215
FAX (860) 276-6229

larkink@southington.org

STATE SCHOLARSHIP CHAIRS

PHONE/FAX

EMAIL

STATE DEADLINE

CT	Patricia Williams Salisbury Town Clerk P.O. Box 548 Salisbury, CT 06068	PH 860-435-5182 FAX 860-435-5172	pwilliams@salisburyct.us	January 31st
MA	Elizabeth Greendale 703 Washington Street Holliston, MA 01746	PH 508-429-0601 FAX 508-429-0642	greendalee@holliston.k12.ma.us	March 25th
NH	Kerri Parker 41 Main Street Meredith, NH 03253	PH 603-772-5070 FAX 603-772-9004	kparker@meredithnh.org	April 1st
RI	Michelle Hardy 137 Roosevelt Ave . Pawtucket, RI 02860	PH 401-728-0500 x225 FAX 401-728-8932	mhardy@pawtucketri.com	March 31 st
VT	Sandra Pinsonault P.O. Box 24 East Dorset, VT 05253	PH 802-362-4471 x2 FAX 802-362-5156	dorsetclerk@gmail.com	March 1st
ME	Ann Morrison 29 Main Street Lincoln, ME 04457	PH 207-794-3372 x9 FAX 207-794-2606	ann.morrison@lincolnmaine.org	March 1st