

# PSEA ESP JACK CONNOLLY GETTYSBURG SCHOLARSHIP PROGRAM GUIDELINES

## I. Eligibility

The PSEA ESP Jack Connolly Gettysburg Scholarship shall be awarded annually to an ESP member for the purpose of attending the PSEA Summer Leadership Conference. Scholarship awards under the program are to be made on an objective and nondiscriminatory basis. Those eligible to receive the Scholarship include those individuals meeting all the following criteria:

1. Those who are ESP members of PSEA in good standing.
2. Those who are new or emerging leaders in a local association. Preference will be given to new leaders in a newly organized local association, or to those who have never attended the Conference before.
3. Those who have not received any other scholarship from PSEA to attend the Summer Leadership conference within the fiscal year for which the Scholarship is being awarded, and those who complete, sign, and apply.

## II. Administration

### 1. *Scholarship Number and Amount*—

(a) Annually at least one Scholarship will be awarded, provided at least one application form has been received and the applicant meets the minimum criteria.

(b) The amount of the base Scholarship shall be in an amount equivalent to cover the conference fees necessary for dorm room, meals, and classes.

(c) If the selected recipient is a twelve-month dues paying member, the amount of the Scholarship shall also include a supplemental amount to cover 1) weekly net pay if the recipient must use vacation time to attend the conference, or 2) weekly gross pay paid directly to employer if the recipient was granted release time, with pay, from their employer. *Note: A request must be submitted by the recipient to the Director of Special Field Programs to obtain this reimbursement.*

### 2. *Selection Committee*—

(a) The Scholarship Selection Committee for the ESP Jack Connolly Gettysburg Scholarship shall be comprised of a sub-set of the ESP Board as determined from time to time by the ESP Region President. The Selection Committee shall consist of at least three individuals.

(b) No scholarship awards may be made to individuals or relatives of individuals on the Scholarship Selection Committee.

### 3. *Selection Process*—

(a) An application, approved by the ESP Board, must be completed in its entirety by scholarship applicants

(b) The procedure to be utilized by the Scholarship Selection Committee in recommending a recipient for the ESP Jack Connolly Gettysburg Scholarship is as follows:

(i) Each Scholarship Selection Committee member shall individually score the scholarship applicants pursuant to a scoring sheet.

(ii) A composite score shall be compiled from all the Committee member's final individual scores for each scholarship applicant. The composite score shall be the average score of all the final individual scores submitted by Scholarship Selection Committee members.

(iii) The top scholarship applicant shall be selected based upon the highest composite scores of the applications. Tie scores may be broken through additional discussion and evaluation by the Scholarship Selection Committee and potential interviews with the applicants. In the event of a tie, the reason for the selection of one applicant over another must be documented on the scoring sheet.

(iv) Copies of all individual and composite scores shall be maintained by the Selection Committee for one year following the award of the scholarship.

(c) The name of the applicant recommended by the Scholarship Selection Committee shall be sent to the ESP Region Board of Directors for final approval.