



Bob Williams Scholarship Procedures & Guidelines 2021

1. Applicant must have submitted an application for or be currently enrolled in the Institute of Fair Management
2. Applicant may apply each year he or she is enrolled in the Institute, but shall not be eligible to receive a scholarship more than six years. Preference for awarding of scholarship each year will be to first-time applicants
3. Applicants must be from an IAFE member fair from **Zone 4**.
4. Application deadline is August 31, 2021. Submit applications via e-mail to Lori Hart lhart@fairsandexpos.com
5. Scholarship winner will be recognized at the annual IAFE Annual convention and begins with the 2021 convention.
6. Scholarship (\$500) can be utilized for payment of registration fees association with Institute courses offered for example:
 - a. CyberSeminars
 - b. IFM Summit
 - c. IAFE Annual Convention
 - d. Consumer Protection Program Workshop
 - e. Zone meetings in which required IFM course is offered
7. The scholarship amount will be disbursed as a reimbursement for fees as noted above upon presentation of request for same.
8. If the full amount of the scholarship is not reimbursed within the calendar year following the award, the balance remaining may be carried forward for one more calendar year. If not used by that time, the remaining scholarship balance will be returned to the IAFE Education Foundation. Scholarships are not transferable.
9. Scholarship applicants will be evaluated by a committee, using a blind judging process, and awards made upon the following criteria:
 - a. 75% of score based upon financial need of applicant
 - b. 25% of score based upon essay section of application.



Bob Williams Scholarship Application Form – 2021

Limited to individuals from fairs in Zone 4

Name: _____

Fair/Organization: _____

Preferred Mailing Address: _____

City _____ State/Prov _____ Postal _____

Day Phone: _____ Evening Phone: _____

Preferred E-Mail Address: _____

INSTRUCTIONS

1. Always refer to the current year's scholarship rules (separate document).
2. This is a fillable PDF form. When you open it on your computer you can type directly into the form from your computer, but you must do a SAVE AS function – to save it as a different file name and especially file location (i.e. desktop or a separate folder) in order for it to contain the information when sent!
3. On the following pages do NOT reference your fair's name, your name, your location, etc. The scholarships are judged "blind" – the committee does not know the identity of the applicant.
4. Email your completed application to lhart@fairsandexpos.com.

It must be received by August 31.

Applicant # _____

For Office Use Only

Date Received: ____/____/____ **Prior Winner?** Y **Probable graduation year:** _____

Enrollment Date: ____/____/____ **Org. Membership Valid?**

Current position with fair

- | | |
|--|--|
| <input type="checkbox"/> CEO/Manager (paid full time) | <input type="checkbox"/> CEO/Manager (paid part-time <u>or</u> volunteer) |
| <input type="checkbox"/> Staff member (paid full time) | <input type="checkbox"/> Staff member (paid part-time <u>or</u> volunteer) |
| <input type="checkbox"/> Board member | <input type="checkbox"/> Other _____ |

How long have you been in your current position with the fair/organization? _____

Annual Fair Attendance: _____

Total Annual Revenues for Organization: \$ _____

Is the fair paying all or some portion of the expenses of your participation in the IAFE Institute of Fair Management?

No

Yes If yes: 100% (registration/travel) Registration only Travel only
 Some/Perhaps (limitations) – *please explain*

Please limit your response to the space allotted -- do not make attachments.

What is the primary reason you enrolled in the Institute of Fair Management?

Go To Next Page

Applicant # _____

Bob Williams Scholarship Application- 2021

Essay Section

Please limit your response to the space allotted on this page, do not make attachments.

How would receiving the Bob Williams Scholarship be of benefit to you?

Applicant # _____