

## **Indiana Chamber Executives Association Scholarships**

ICEA offers financial assistance to its members to facilitate their attendance at state and national training events. Eligible events for scholarship consideration include ICEA summer and winter conferences; ICEA Hoosier Chamber Academy; U.S. Chamber Institute for Organizational Management and American Chamber of Commerce Executives (ACCE) events. The ICEA Board may consider other professional development opportunities upon request. ICEA scholarships are awarded on a reimbursement basis. Any recipient who fails to attend the entire conference that scholarship funding is granted automatically relinquishes any funds received from ICEA. Chambers may not receive more than one scholarship reward within any given 18-month period.

### **Deadlines**

ICEA-sponsored event applications are due 30 days prior to the event requested. National event requests are due 60 days prior to the event.

### **Eligibility**

All full-time or part-time paid chief executive officers or staff members who are ICEA members are eligible for scholarship support. ICEA will accept only one application per chamber per event. Repeat scholarship funding will not be granted to the same organization with an 18-month period.

ICEA expects organizations to invest in their employees' professional development and, in most cases, will not fully fund the cost of event participation. In general, ICEA scholarships are intended to fund registration costs, or a portion thereof, and not the associated expenses commensurate with participation.

ICEA provides guidelines to organizations interested in raising monies to provide sponsorship support of their event participation. Please contact us if you are interested in receiving those materials.

### **Evaluation Criteria-**

All submissions will be evaluated based on the following: financial need; level at chamber & experience; value of attendance to ICEA; value of attendance to chamber; and potential for future leadership.

Please contact ICEA with any questions regarding scholarship support at 812.265.9488.

ICEA Scholarship Application

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email address: \_\_\_\_\_

Website: \_\_\_\_\_

Event for which you are requesting assistance: \_\_\_\_\_

\_\_\_\_\_

Total cost of event: \_\_\_\_\_

Registration: \_\_\_\_\_ Expenses: \_\_\_\_\_

Total amount requested: \_\_\_\_\_

Dates of event: \_\_\_\_\_

# of years in present position: \_\_\_\_\_ # of years in chamber work: \_\_\_\_\_

Total budget of organization: \_\_\_\_\_ Staff development budget: \_\_\_\_\_

How do you plan to cover any remaining costs of event attendance? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please attach the following items: Current resume; Letter of recommendation from supervisor or board chair; Current job description

Please forward all requests to:  
ICEA  
P.O. Box 377  
Hanover IN 47243  
Electronic submission: [info@iceaonline.com](mailto:info@iceaonline.com)  
Fax: 812/265-9488