



13th Annual New Partners for Smart Growth Conference: Building Safe, Healthy, Equitable and Prosperous Communities • February 13-15, 2014 • Denver, CO

## Diversity Scholarships | APPLICATION

Thank you for your interest in attending the *13th Annual New Partners for Smart Growth: Building Safe, Healthy, Equitable and Prosperous Communities Conference*. Several foundations have provided the necessary support to allow us to offer Diversity Scholarships for the conference. This fund was established to assist us in accomplishing two very important goals: [1] *more effectively engaging leaders from disadvantaged communities in the conference* by assisting them with covering their registration fees and some of their travel costs to participate; and [2] *diversifying the conference audience* in an effort to ensure that it is more reflective of our nation's real population. To these ends, we will be reporting to the foundations supporting these efforts information about each diversity scholarship recipient, including their names, affiliations and ethnicity.

Scholarships are generally limited to one recipient per organization/institution; however, two to three people from an organization may apply for reduced registration fees and support for travel costs if they are clearly able to show how traveling together is reducing the overall costs for each person. Scholarships are awarded based on need and organizational focus on social and environmental justice issues. **Resources are limited, so we strongly recommend that you apply as soon as possible.** You will receive confirmation once your request is received. Scholarship decisions will be made as applications are received. Because we have limited funding, please understand that while earlier submissions will have a better chance of being approved, we cannot guarantee that all requests can be granted.

### ■ What's Covered

We are able to cover up to \$1,300 of costs related to attending the conference, including reduced conference registration fees (\$325), airfare, lodging, ground transportation and meal expenses. We expect individual awards to differ in amounts, given that travel assistance needs will vary for each recipient.

A determination will be made about the level of support that can be awarded an applicant and that amount cannot exceed actual expenses incurred. Recipients should plan to make their own travel arrangements to participate in the event, for up to the balance of their \$1,300 award (minus conference registration fees). The LGC can provide some assistance in coordinating travel arrangements for scholarship recipients, if necessary.

Each recipient will be provided a DSF Reimbursement Request Form to facilitate their reimbursement for travel expenses. **Original itemized receipts MUST be attached to this request form to ensure reimbursement** (copies of bank/credit card state-

ments are not considered receipts). Recipients will not be eligible to receive daily per diem for this event. Meal expenses will be reimbursed up to the following limits per meal: breakfast at \$16, lunch at \$20, and dinner at \$30 – **with original itemized receipts attached.** We will not be able to reimburse for alcoholic beverages (with or without a meal), personal gifts or Internet access fees.

### ■ For More Information

For questions about the application process, please contact Shani Alford at the Local Government Commission. Include any contact information (name, phone, email, mailing address) in your correspondence.

***Application Deadline: Friday, December 13, 2013***

Email [salford@lgc.org](mailto:salford@lgc.org) or mail:

Local Government Commission  
Attn: NPSG Diversity Scholarship Fund  
1303 J St., Suite 250  
Sacramento, CA 95814-2936  
phone: (916) 448-1198 x330

# SCHOLARSHIP APPLICATION FORM

## ■ Application Submission Guidelines

Please provide a brief, typed **letter** answering each question below. Feel free to include brief supporting materials and web links (e.g., mission statement, project description) that you feel would be relevant.

- ✓ Please describe your organization's mission, founding date and operating budget.
- ✓ Why are you interested in attending the New Partners conference? What do you hope to share and learn?
- ✓ Please estimate your travel costs associated with attending the conference, and what portion of those costs you can cover. Since we have limited resources for scholarships, we encourage applicants to consider what they can cover before applying.

Please also provide the information requested in the form below. This information will remain confidential, and will be used only to select those eligible for scholarships. Scholarship recipients will in no way be identified at the event itself. Along with the form, please attach your letter explaining how the conference will help your work.

**Your application will NOT be considered without the letter.**

**Mail, fax or e-mail this application form and your letter by Friday, December 13, 2013, to:**

Local Government Commission, Attn: Diversity Scholarship Fund, 1303 J St., Suite 250, Sacramento, CA 95814-2936.  
Fax to (916) 448-8246 or e-mail [salford@lgc.org](mailto:salford@lgc.org).

**Please type or print legibly. Phone, fax and e-mail are REQUIRED.**

▼ LAST NAME		▼ FIRST NAME	
▼ TITLE		▼ ORGANIZATION	
▼ ADDRESS			
▼ CITY		▼ STATE	▼ ZIP CODE
▼ PHONE	▼ FAX	▼ E-MAIL	

Without assistance, I will not be able to come to the conference. My current circumstances are:

### A. Organization *(check all that apply)*

- I am a volunteer with this organization.
- My workplace is a nonprofit.
- My workplace is a local government.
- Other \_\_\_\_\_

### B. General Information

- My workplace absolutely cannot pay for me to attend the conference.

### C. To attend, I need a scholarship to cover:

- Reduced 3-Day Conference Registration \$325
- Registration for Thursday Only \$195
- Registration for Friday Only \$195
- Registration for Saturday Only \$195

"Advancing Healthy, Equitable Food Systems" Workshop (Wed., 2/12) \$35

"Equitable Development: Smarter Growth through Environmental Justice" Workshop (Thu., 2/13) \$25

### D. Roommate Assistance [Share Hotel Room]

E-mail  Fax Me a Roommate Assistance Form

### E. Which group do you identify with? Please check one box. *(options listed alphabetically)* **REQUIRED**

- American Indian or Alaskan Native
- Asian
- Black or African American
- Hispanic or Latino
- Native Hawaiian or Other Pacific Islander
- White
- Other \_\_\_\_\_