

**MAINE TOWN AND CITY CLERKS' ASSOCIATION  
NEW ENGLAND MUNICIPAL CLERKS'  
SCHOLARSHIP APPLICATION FOR MUNICIPAL CLERKS'  
INSTITUTE AND ACADEMY**

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

POSITION: \_\_\_\_\_ MUNICIPALITY: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

POPULATION: \_\_\_\_\_ NUMBER OF YEARS IN CURRENT POSITION \_\_\_\_\_

I would like to apply for scholarship assistance for attending the:

\_\_\_\_\_  
(List the name and location of the Institute or Academy)

I will be taking my (circle one) FIRST SECOND THIRD year or  
I will be taking the following Academy course(s) \_\_\_\_\_

The tuition for the course that I am taking is \$ \_\_\_\_\_

I am asking for \$ \_\_\_\_\_ in scholarship assistance.

My municipality will pay \$ \_\_\_\_\_ toward my tuition.

I am a member of the Maine Town and City Clerks' Association Yes \_\_\_ No \_\_\_

I am a member of the New England Association of City and Town Clerks Yes \_\_\_ No \_\_\_

I am applying for scholarship assistance from:  
IIMC \_\_\_\_\_ Maine \_\_\_\_\_ NE Clerks' \_\_\_\_\_ Joint Scholarship Comm. \_\_\_\_\_

\*\*Note-The IIMC and New England scholarships have additional application forms.

I have enclosed a letter from my municipality stating that I have applied for funds and I have been approved/denied assistance. YES NO (Circle one)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return completed application to: MTCCA, 60 Community Drive, Augusta, ME  
04330 **Deadline: March 4, 2012**

Amount of Scholarship Awarded by MTCCA \$ \_\_\_\_\_ Date \_\_\_\_\_

Amount of Scholarship Awarded by NEACTC \$ \_\_\_\_\_ Date \_\_\_\_\_

Amount of Scholarship Awarded by Joint Scholarship Comm. \$ \_\_\_\_\_ Date \_\_\_\_\_

**MAINE TOWN AND CITY CLERKS' ASSOCIATION  
MUNICIPAL CLERKS' INSTITUTE AND ACADEMY  
SCHOLARSHIP ASSISTANCE**

1. The MTCCA Executive Committee shall determine annually the amount of scholarship monies to be allocated.
2. Scholarships will be awarded to students attending an Institute or Academy that has been approved by the International Institute of Municipal Clerks (IIMC).
3. Scholarships awarded shall not exceed the weekly rate (institute or academy) set by the New England Municipal Clerks Institute and Academy.
4. Applicants must have applied for funding from their municipality and been denied full funding.
5. Applicants must be a Municipal Clerk, Deputy or Assistant Clerk.
6. Applicant must be current member of the MTCCA.
7. Scholarship awards will be limited each year to one person per office with the Clerk having first preference.
8. The Scholarship Committee shall review all applications. Scholarship Committee Chairperson shall notify the MTCCA Executive Committee of the Scholarship Committee's recommendations.
9. The Scholarship Committee, in recommending awards, shall give priority to institute students.
10. Deadline for filing applications for the 2012 scholarships will be **March 4, 2012**.
11. The President of M.T.C.C.A. shall notify applicants and the Institute of decisions for the 2012 scholarships **no later than April 8, 2012**.

Revised by the Scholarship Committee                      June 23, 1994  
Approved by the MTCCA Executive Committee July 13, 1994