



AMCA SCHOLARSHIP APPLICATION

DEADLINE FOR ALL LISTED SCHOLARSHIPS: MARCH 6, 2026

Name: _____ Municipality: _____
Address: _____ City: _____ Zip: _____
Phone: _____ Email: _____

- * Scholarship eligibility is limited to one (1) scholarship per applicant per year.
- * Scholarships may also be limited to one (1) scholarship per municipality per fiscal year.
- * Partial scholarships may be awarded.

APPLY FOR AN AMCA SCHOLARSHIP FOR (PLEASE SELECT ONLY ONE):

- | | | |
|--|---|---|
| <input type="checkbox"/> IIMC Annual Conference
(registration fees) | <input type="checkbox"/> AMCA Academy
(registration fees) | <input type="checkbox"/> AMCA Institute
(registration fees) |
| <input type="checkbox"/> Athenian Dialogue
Reimbursement is available for up to two Athenian Dialogues | <input type="checkbox"/> AMCA Election Training
(up to \$100) | <input type="checkbox"/> AMCA Best Practices
Can be used as reimbursement for Fall or Spring training |

INA WINTRICH SCHOLARSHIP

Ina Wintrich retired in 2014 after a distinguished 23-year career as Institute Director with Bob Ramsey Executive Education. She was instrumental in building strong community partnerships and was widely known for bringing people together to advance professional and personal success. To honor her lifelong commitment to education, **one Academy applicant each year may receive the Ina Wintrich Scholarship, a full scholarship awarded to an individual who demonstrates excellence in the clerk profession and active involvement in the Arizona Municipal Clerks' Association.** All eligible applicants who complete the 2026 Scholarship Application for the Academy are automatically considered, with selection based on association involvement, application quality and commitment to continued learning.

ROMMEL CORDOVA EXCELLENCE IN EDUCATION SCHOLARSHIP

Rommel Cordova, Deputy City Clerk for the City of Phoenix, passed away on September 1, 2025. Rommel was widely respected for his humility, professionalism, and compassion. In 2025, he was honored with the Arizona Municipal Clerks Association's Deputy Clerk of the Year award, a testament to the lasting impact he made across the state. His dedication to public service and lifelong learning continues to inspire through the Rommel Cordova Excellence in Education Scholarship. **Awarded annually to the highest-scoring applicant to the Institute or Academy, the scholarship reflects Rommel's unwavering commitment to education and community service.**

AMCA AFFILIATION/PARTICIPATION

Paid member of AMCA? Yes No Member since: _____
Please list any AMCA committee service (committee name; served as chair/co-chair; years served): _____

Have you obtained Clerk's Certification? **CMC** **MMC** **None**

Are you currently pursuing certification? **CMC** **MMC** **Neither**

Have you previously attended the training for which you are applying? **Yes** **No**

If yes, please list year(s) of attendance: _____

Have you previously received a scholarship from AMCA? **Yes** **No**

If yes, please list year(s), name of training, and amount: _____

FINANCIAL CONSIDERATIONS

How far do you have to travel to attend this conference? Approximate distance in round trip miles: _____

Have you applied to your municipality for funds to attend? **Yes** **No**

Municipal Response: (no funding; partial funding; training funded by department budget): _____

ESSAY QUESTION

Please choose **ONE (1)** of the questions below to answer in **200-500 words**, excluding headings, salutations, or closing (if used). **The essay question should be attached to this application.** Provide a word count at the end of the essay. The essay will be ranked and should be well-written, coherent, relevant, and demonstrate critical thinking and analysis. (See attached Rubric.)

1. The AMCA Strategic Plan is designed with you in mind! Its five goals will or can have a direct bearing on your success as a municipal clerk. **Read the plan and choose one goal outlined in the plan for your essay topic.** Provide suggestions on how the association can achieve the goal or how the outcome of the goal could help you personally and/or professionally.
2. **How will attendance at this training benefit you and/or your municipality?**

APPLICANT CHECKLIST

- **Submitted on or before March 6, 2026**
- **Letter of support from the City or Town Manager, Mayor, or Clerk** (if a Deputy or Assistant) or comparable person if not a municipality. The letter must clearly state the writer's support of the applicant's educational goals as related to the clerk's profession and give approval for attendance at the training for which the applicant has applied.
- **One (1) essay of 200-500 words**, excluding headings, salutations, or closing (if used). Provide a word count at the end of the essay. The essay will be ranked and should be well-written, coherent, relevant, and demonstrate critical thinking and analysis.
- **Completed and signed application**

ANY SCHOLARSHIP APPLICATION NOT SUBMITTED IN ACCORDANCE WITH THE STATED RULES AND REQUIREMENTS, NOT SUBMITTED ON THE CORRECT FORM, OR NOT RECEIVED BY MARCH 6, 2026, WILL BE DISQUALIFIED.

SUBMITTAL INFORMATION

Return the completed application and supporting documents by email to:
mgreenwood@prescottvalley-az.gov

I do hereby attest that the information submitted in and with this application is true and correct to the best of my knowledge. I have read and understand the terms of the AMCA Scholarship Policy (revised 2019) as stated in the link provided here: **AMCA Scholarship Policy** If awarded a scholarship, I agree to submit a copy of my registration receipt, proof of my attendance, and other documented receipts as applicable to AMCA in order to receive reimbursement for the scholarship amount awarded. A copy of the certificate of attendance or a statement signed by the teacher or trainer confirming completion of training will be accepted as proof of attendance. If awarded a scholarship and I have not served on an AMCA committee within the last (2) two fiscal years, I agree to apply for committee service and serve on an AMCA committee for (1) one year.

Applicant Signature: _____ **Date:** _____

ELIGIBILITY REQUIREMENTS *For Office Use Only*

Membership dues paid	Yes <input type="checkbox"/> No <input type="checkbox"/>
Committee service in past 2 FY or agree to serve for 1-year	Yes <input type="checkbox"/> No <input type="checkbox"/>
Municipal scholarship criteria met (<i>1 scholarship per municipality FY</i>)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Individual scholarship criteria met (Institute max: 2; Academy max: 2)	Yes <input type="checkbox"/> No <input type="checkbox"/>

APPLICATION REQUIREMENTS

Application deadline met date received:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Complete application packet submitted	Yes <input type="checkbox"/> No <input type="checkbox"/>
Letter of support from the Manager or Clerk	Yes <input type="checkbox"/> No <input type="checkbox"/>
Essay attached (200-500 words)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Applicant eligible for a scholarship?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Applicant eligible for the Ina Wintrich scholarship?	Yes <input type="checkbox"/> No <input type="checkbox"/>

EVALUATION POINTS

<input type="checkbox"/> First-time attendee	_____
<input type="checkbox"/> Pursuing CMC/MMC	_____
<input type="checkbox"/> Committee Service	_____
<input type="checkbox"/> Past Scholarships Received	_____
<input type="checkbox"/> Miles Traveled to the Conference	_____
<input type="checkbox"/> Budget/Financial Need	_____
<input type="checkbox"/> Essay Question <input type="checkbox"/> Award granted Amount awarded: \$	_____
<input type="checkbox"/> Total Points _____ Reason for denial:	_____