



National Association of Parliamentarians Educational Foundation

COMMITTEE REPORT

Date of Report: September 2, 2021

Name of Committee: Scholarship Committee

Committee Chairman and Members: Carol Habgood, PRP, Chairman; Members Lynna Gene Cook, PRP, and Mary Messerschmidt, PRP-R

Date of Last Meeting: August 29, 2021 (via ZOOM); plus email contact with committee members keeping them apprised of activities pertaining to scholarship committee.

Date of Next Meeting: To be scheduled.

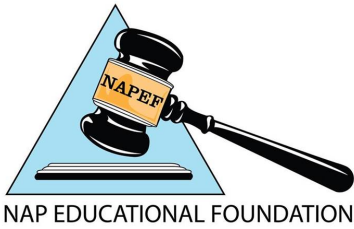
Projects Completed:

Discussed \$5,000 bequest from estate of Viola Brannen. Developed an information sheet and application form for the Viola Brannen Memorial Scholarship, The first scholarship will be awarded in 2022. It is envisioned that the scholarship will pay for NAP registration fees (but not meals or expenses) for either virtual or in person NTC/Convention attendance.

Current Projects/Activities Pending: Approval of documents for the Viola Brannen Memorial Scholarship.

Proposed Action Items (motions): The Scholarship Committee recommends that the Board of Trustees approve the Viola Brannen Memorial Scholarship Information Form and Application. (Documents attached.)

Other information: None



VIOLA F. BRANNEN MEMORIAL SCHOLARSHIP

Information Sheet

This application is valid annually to fund registration fees for National Association of Parliamentarians events.

What is the Viola Brannen Scholarship?

The Viola Brannen Scholarship is an award given to NAP members to attend in person the National Training Conference (NTC) or the NAP Biennial Convention.

Who was Viola Brannen and what is the sponsoring organization?

Viola Brannen was a Professional Registered Parliamentarian, a long-time supporter of NAP, a two-time national secretary, a life-supporter of NAPEF, Protocol Chairman for several Biennial Conventions, and convention chairman for the 2007 Biennial Convention. She encouraged everyone to attend NTC and Biennial Conventions, stating it was the best education available.

The NAP Educational Foundation (NAPEF) is the sponsoring organization. NAPEF's mission is to fund and support NAP and others to have educational programs that promote effective meetings.

What does the scholarship fund?

The Viola Brannen Scholarship funds registration fees only, for attendance at NTC or the Biennial Convention.

How is the application accessed?

The application form for the Viola Brannen Scholarship may be found on the NAPEF website - napef.org.

Who may apply and how often?

Any member who has been a member of NAP for at least one full year and who plans to attend the NTC or the Biennial Convention may apply for the scholarship. The scholarship will be awarded to a member one time.

How many annual scholarships may be awarded?

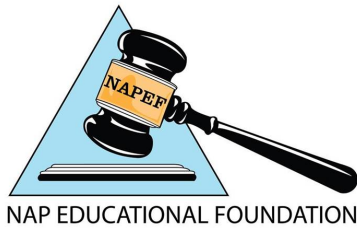
NAPEF Scholarship committee may award up to two (2) scholarships annually.

How is the application submitted?

The NAP member shall submit the application by **August 1** of each year to the NAPEF Scholarship Committee Chairman.

How will the scholarship be received?

If an applicant is selected, NAPEF will reimburse the registration fee when the applicant sends proof of attendance at the NTC or Biennial Convention.



Viola F. Brannen Memorial Scholarship APPLICATION

Name: _____

Address: _____

City, State/Province, Zip Code: _____

Country: _____ Preferred telephone: _____

Date of Birth: _____ Email: _____

Date of NAP Membership: _____

Name of Association and Unit or Member-at-Large: _____

Provide a reference who is an NAP member.

NAP Member Name and contact information: _____

Complete the following items on a separate sheet of paper and submit your answers with pages one and two of the application.

1. List leadership involvement in NAP or other organizations: (25 points)
2. List parliamentary involvement in NAP or other organizations: (25 points)
3. Essay of 500 hundred words or less about how you think attending the NTC or the NAP Biennial Convention will make you a better parliamentarian. (50 points)

With my signature below, I certify that I have been a member of NAP for at least one full year and plan to attend either the National Training Conference or the NAP Biennial Convention, and to the best of my knowledge, the information is accurate and complete.

An expectation of receiving a NAPEF scholarship is that the work of the Foundation will be promoted. By your submission of this application, you agree to supply the Foundation with pictures and text, if requested. You also grant permission to NAPEF for these pictures/texts to be used by the Foundation on its website and social media platforms without compensation and for your picture, name, and information to be published in the *National Parliamentarian* and in other NAPEF promotional material.

_____Applicant Signature

_____Date

Submit the application by email or US Mail by **August 1 of each year** to:

NAPEF Scholarship Committee

Carol Habgood, Chair

319 Wickes St

San Antonio, TX 78210-1247

carolhabgood@sbcglobal.net