

## MMA Municipal Professional Development Bursary

In recognition of the importance of promoting municipal professional development opportunities, the Manitoba Municipal Administrators (MMA) established the MMA Municipal Professional Development Bursary Program.

Through the Bursary Program, MMA provides bursaries to municipal employees who are full or part-time students towards the costs of a post-secondary or continuing education program.

Individuals are only eligible to receive a bursary once, to provide an opportunity for others to access this bursary. The bursary is not transferable and must be used in the same year that it was awarded.

### ELIGIBILITY

Applicant Must:

- Have worked as a full or part-time employee for a Manitoba Municipality within the last 12 months;
- Be enrolled as a full or part-time student at a recognized post-secondary institution aligned with municipal service delivery; and
- Have the endorsement of a current MMA member. The endorsement letter should include the reason for the endorsement, strengths and potential, educational goals, and how the applicant could strengthen municipalities and MMA.

### APPLICATIONS

All interested persons are invited to apply for the MMA Bursary by forwarding the completed application form to Adrienne Bestland, MMA Executive Director, via e-mail at [info@municipaladministrators.ca](mailto:info@municipaladministrators.ca) no later than **November 30, 2023**.

As part of the application process, each applicant must write a statement in 200 words or less briefly answering the following questions:

- Summary how the programs they are enrolled in align with municipal service delivery; and
- Their career aspirations.

## JUDGING PROCEDURE

All applications will be reviewed by the Bursary Committee, which is comprised of MMA Board members and appointed general members. The successful candidates will be selected based upon the individual application and information submitted.

## TERMS AND CONDITIONS FOR ACCEPTANCE

Successful recipients will be notified by e-mail by January 11, 2024. If a bursary is awarded, applicants must respond and confirm their acceptance by the deadline date as set by MMA in the e-mail notice. If the applicant does not respond to MMA's bursary offer by the date outlined in the e-mail offer, the bursary shall be rescinded without appeal. Bursaries are non-transferable and have no redeemable cash value. The Bursary committee may elect to award the rescinded bursary to another qualified applicant or retain the bursary to be allocated in another year.

If the applicant is not currently enrolled in a program, funds will be released to the applicant upon receipt of proof of payment from a recognized post-secondary institution aligned with municipal service delivery.

Unsuccessful applicants are encouraged to resubmit the following year if they meet the criteria.

All recipients of this Bursary Program are responsible for their enrollment, arrangements, and any other related costs for their program of study.

Questions may be directed to Ms. Adrienne Bestland, MMA Executive Director at [info@municipaladministrators.ca](mailto:info@municipaladministrators.ca)

We encourage you to take advantage of this opportunity! Apply today!