



- Does your unit have any money budgeted for educational assistance?

\_\_\_\_\_ Yes (if yes, please explain how it is allocated below)

\_\_\_\_\_ No

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- To the best of your knowledge, how many former employees from your jurisdiction have completed this course? \_\_\_\_\_
- Do you have knowledge of what year the most recent employee attended? If so, please state.  
\_\_\_\_\_
- Do you have knowledge of this individuals position/job title? If so, please state.  
\_\_\_\_\_

### **Part III. Background**

- How many years have you worked in local government? \_\_\_\_\_ Please attach a brief summary of the position/s that you have held. Additionally, if you have taken related courses/workshops or participated in volunteer projects or extracurricular activities pertinent to local government, include them here.

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- Why are you interested in attending the Municipal and County Administration Course?

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- Describe how this course will enhance your performance in your current position.

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- Explain how this course pertains to your career goals.

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- Why have you chosen to work in local government?

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- There is an attendance policy. List any dates/times you are unable to attend below. Barring medical and other emergencies, attendance is required.

\_\_\_\_\_ Barring medical and other emergencies, I'm able to attend all dates/times

\_\_\_\_\_ I'm unable to attend the following dates/times. Also list the reasons why.

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#### Part IV. Recommendations

- Include **with this application** submission, a letter of recommendation from your manager with your application. If you are located in a jurisdiction that does not have a manager, then include one from your Mayor or Chairperson.

#### Part V. Funding

- There are many scholarship applicants. The MCA program does not hold seats while applicants solicit funding approval. If you receive an invitation to the MCA program and do not receive a scholarship, you should have alternate funds secured/ready for registration.

#### Acceptance of the Terms

If a scholarship is awarded and for any reason, I am unable to successfully complete the course, I understand that our local government unit will not receive the North Carolina Municipal and County Administration Course Alumni Association scholarship and be responsible for program tuition.

I have completed the MCA Program Application \_\_\_\_yes \_\_\_\_no

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Submission Date

\_\_\_\_\_  
Manager's signature

\_\_\_\_\_  
Date

Email (Do Not Fax) completed application by August 14, 2020 to:

- Susan Hutchinson
- Email: [smhutch@sog.unc.edu](mailto:smhutch@sog.unc.edu)
- File name for application should be *MCA Alumni Scholarship-Your Name*
- Email Subject line should be *MCA Alumni Scholarship-Your Name*

**Confirmation:** You will receive an email confirmation within 1-2 days after you send your application.

**Notification:** Recipients will be **notified by AAMCA** of their status on or before August 31, 2020 via email. Notification will come directly from the Alumni Association.