



## APPLICATION FOR SCHOLARSHIP: 2017 WORKPLACE SUMMIT

### General Scholarship Guidelines:

1. A scholarship consists of a complimentary registration to the Summit valued at \$1,800. No other funds are available and it is the responsibility of the applicant to meet travel and accommodation expenses.
2. The application deadline is June 30, however, we will review the applications on a rolling basis as soon as they are received.
3. An organization may only sponsor a single applicant.
4. No scholarship will be granted to any organization if more than one attendee from that organization is already registered for the Summit.
5. Successful applicants are encouraged to establish a line item within their organization/company budget, in order to plan for attendance at future summits.
6. Successful applicants are required to submit a written report to Out & Equal within 45 days of the end of the conference. Failure to do so will result in the applicant being barred from applying for scholarships in future.
7. Allocation of scholarships to requesting organizations that meet the above criteria will be determined by a review of a number of factors. Items to be considered will include, but are not limited to:
  - mission or goals of the organization,
  - size of the organization's budget,
  - prior attendance at Summit and/or engagement with Out & Equal
8. Applications must be submitted by email only.
9. The official language of the conference is ENGLISH.

## SCHOLARSHIP APPLICATION FORM

### Section 1: Organizational Information

Organization Name			
Street Address			
City	State	Country	Postal Code
Telephone	Fax	Email	
Website			

**Section 2:** Information about the individual selected to represent this organization

Name (First, Last)			
Street Address			
City	State	Country	Postal Code
Telephone	Fax	Email	
Age	Do you identify as Transgender? Yes No	Do you identify as a Person of color? Yes No	Do you identify as Bisexual? Yes No
* Please circle either "yes" or "no". These answers are important in allowing us to meet our goals for inclusion. Identification does not guarantee success in the granting of scholarships.			

**Section 3:** Other Organizational Information (use space below, or provide on a separate page)

What are the major goals of the applicant organization?	
Who does the organization serve and approximately how many people were served in the past year?	
Has anyone attended the Out & Equal Workplace Summit in the last 2 years? If so, who and when?	
Has any scholarship been awarded in the past 2 years? If so, please give details	
Has this Organization received or applied for other financial assistance to attend the Summit?	
Is there anything else we should know when considering this application?	

**Section 4:** Other Personal Information (use space below, or provide on a separate page)

What role do you hold in the Organization?	
Why do you want to attend the 2017 Workplace Summit? What do you hope to gain? What do you plan to contribute?	
Are there any other relevant comments you wish to make or share?	

**Section 5:**

Declarations Personal:

I confirm that I have answered the questions on this form to the best of my knowledge and belief and apply for a scholarship	
Name (Printed)	
Signature	
Organizational Title	

Date	
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Organizational:

I confirm that the above-signed individual is an active member of the Organization described and has the authority to represent our Organization. To the best of my knowledge and belief, all questions have been answered accurately. On behalf of my Organization, I support this application for a Scholarship.	
Name (Printed)	
Signature	
Organizational Title	
Date	

**This form must be received by June 30, 2017**  
**Email completed form to [kjackson@outandequal.org](mailto:kjackson@outandequal.org)**