



Public Works Academy

SCHOLARSHIP PROGRAM

The Public Works Academy Scholarship Program is designed to assist those individuals who are pursuing a career in the public works field. Encompassing disciplines from civil engineering, public administration, or continuing education for the career enhancement of public agency employees, “*training you can take to work*” is the philosophy of the Academy. The Public Works Academy Scholarship Program contains two (2) categories in which scholarships are awarded:

1. **CONTINUING EDUCATION PROGRAM**: Awarded to either a full or a part-time employee of a public works agency located in Pinellas County who is continuing a certificate or vocational program towards enhancing their personal and professional development for public works employment opportunities or advancement.

CONTINUING EDUCATION PROGRAM GUIDELINES

- ❖ Applicant must be currently employed in the Public Works Department of their agency.
- ❖ Applications will be accepted throughout the year.
- ❖ PWA funds can be applied towards fees for certifications and licenses that are applicable to the Public Works Sector.
- ❖ PWA funds shall be paid directly to the institution issuing the certificate or license or, upon the submission of proper receipts; the recipient will be reimbursed directly.
- ❖ Recipients shall furnish, to the Scholarship Committee, validation of course registration and successful completion.
- ❖ Failure to furnish receipts, validation of completion, or spending funds on unapproved items, will result in the applicant being ineligible for future funding.

2. **COLLEGE DEGREE PROGRAM**: Awarded to a college student who is currently enrolled at an accredited college or university, seeking an undergraduate or advanced degree in Civil Engineering, Public Administration or any public works related field.

COLLEGE DEGREE PROGRAM GUIDELINES

- ❖ Applicant must be currently employed in the Public Works Department of their agency.
- ❖ PWA funds are limited to a maximum of \$1,000 per applicant annually.
- ❖ Applicants may re-apply for award each year.
- ❖ Applications will be accepted once per year. **Deadline for submittal is on or before May 1st 2012.**
- ❖ PWA funds shall be paid directly to the accredited institution issuing the degree or, upon the submission of proper receipts; the recipient will be reimbursed directly.
- ❖ Funds shall be used for student fees including, but not limited to, tuition and books at an accredited college or university.
- ❖ Recipients shall furnish, to the Scholarship Committee, validation of successful course completion.
- ❖ Course selection must be related to the employee’s present position or a reasonable promotional objective within the Public Works Sector
- ❖ Failure to furnish receipts, validation of completion, or spending funds on unapproved items, will result in the applicant being ineligible for future funding.

APPLICATION PROCEDURE

A complete Public Works Academy Scholarship Program Application must include:

- ❖ A completed application form
- ❖ An official transcript of college-level coursework (required for College Degree Program only)
- ❖ Proof of acceptance/registration to an accredited institution or certificate program
- ❖ A typed letter of interest no longer than two pages, which summarizes the following:
 - Why you are interested in serving in the Public Works Sector,
 - Your career goals, and
 - Your financial need and how the scholarship funds will be used (i.e. fees, tuition, books, etc.).

Return the application package to the Secretary of Public Works Academy:

**BILL SWALES
SECRETARY, PUBLIC WORKS ACADEMY
540 20TH AVENUE
INDIAN ROCKS BEACH, FL 33785
bswales@tampabay.rr.com**

Scholarship Application Form

The actual number of scholarships awarded each year is contingent upon available Academy funds. The total in each category may vary from year to year.

PERSONAL INFORMATION

_____	_____
Name	Email Address

Mailing Address	
_____	_____
City	State
	Zip Code
_____	_____
Telephone/Cell Number (daytime contact where you can be reached)	Date of Birth: <i>MM/DD/YYYY</i>

EMPLOYMENT INFORMATION

_____	_____
Current Employer	Position Title

Mailing Address	
_____	_____
City	State
	Zip Code
_____	_____
Supervisor's Name	Office Telephone/ Cell Number

ACADEMIC INFORMATION

Current College / University or Institution Issuing Certificate

GPA (if applicable)

Degree or Certification Program

Anticipated Graduation/Completion Date MM/YYYY

Academic Advisor or Registrar

Office Telephone/ Cell Number

Previous or pending scholarships or tuition reimbursement awarded to you this academic year (if additional space is needed, please continue on back):

(Name) _____ (amount) _____

(Name) _____ (amount) _____

EMPLOYER SECTION

I, _____, as the applicant's Department Director or Manager, endorse this applicant, approve the application for accuracy, and recommend the applicant for this scholarship. If additional information is required, please contact me by telephone at (____) _____.

Signature of Department Director or Department Manager

Date