



**York Foundation
for Public Education, Inc.**

Grant Application No. _____
(assigned by YFPE at time of submission)

**2023-2024 The York Foundation for Public Education and
The Dr. Steve Staples York County School Division
Employee Scholarships**

**Deadline : January 26, 2024 by 5:00 PM
SBO 302 Dare Road Yorktown, VA 23692**

Please check each item on the checklist to confirm you've followed all directions

- ___ I have completed at least two (2) years of continuous service with the York County School Division.
- ___ I am a full-time, non-licensed YCSD Employee.
- ___ The conference, workshop, or college course has been approved by my supervisor.
- ___ I have included the conference/workshop flyer or course description.
- ___ I have included a personally written one-page letter addressing each of the following topics:
 - a. My need for the scholarship
 - b. How the scholarship funds will be specifically used
 - c. How my attendance will benefit my professional or career development
- ___ I have included six (5) copies of the application that are not handwritten or incomplete (Pages 2 & 3)

My signature certifies the following:

- I understand that this scholarship is a reimbursement for costs incurred from attending a conference/ workshop or taking a college course.
- I understand that, if chosen for funding, I will not receive my scholarship funds until I have provided evidence of course completion or conference/workshop attendance to the YFPE Foundation Liaison.
- All information contained in this application is factual.
- I have reviewed the proposal with my supervisor and am authorized to submit it to the Committee.
- I authorize the York Foundation for Public Education (YFPE) to reproduce and/or publish my picture(s) or likeness(es) for the promotion of YFPE, Inc. programs. I understand that I will not be reimbursed in cash or in kind now or in the future.
- By checking the above items and signing below, I certify that I have followed all instructions on the applications. If the instructions are not followed, I recognize that my application will not be considered by the committee.

Applicant Signature _____ Date _____

By signing this page, I certify that the scholarship applicant has permission to attend the approved college course or conference/workshop for which they are requesting funding.

Signature of Supervisor _____ Date _____

**2023-2024 Steve Staples York County School Division Scholarship
APPLICATION**

SUBMIT FIVE (5) COPIES OF THE APPLICATION

Grant Application No. _____
(assigned by YFPE at time of submission)

Name: _____

Job Title: _____

School: _____ School Phone: _____

Home Phone: _____ Email: _____

Total number of years as an employee in YCSD: _____

Complete one of the two options below and provide corresponding information.

Workshop/Conference you plan to attend or have attended on or between July 1, 2023-June 30, 2024:

Title of event: _____

Date of event: _____

Estimated cost of event: _____

Do you have approval from your supervisor to attend this conference/workshop? Yes No

(Please submit conference flyer)

OR

Course in which you plan to enroll or have completed on or between July 1, 2023-June 30, 2024:

College or University: _____

Name of Course: _____

Date of Course: _____

Course Amount: _____

Have you applied for/or are you receiving tuition assistance outside of YCSD? Yes No

If Yes, Name of agency or university: _____

(Please submit course description)

Expenses and estimated costs (Please complete as appropriate)

Estimated cost of conference event: \$ _____
Estimated cost of college course: \$ _____
Transportation and Travel costs: \$ _____
Other (specify): _____ \$ _____

Total expected costs \$ _____

Will another agency or university share the costs? Yes No
If, yes, amount expected: \$ _____

There are two (2) \$500 scholarships available this 2022-2023 school year

VERY IMPORTANT:

After recipient has successfully attended the approved workshop/conference or completed their accredited college/university course(that began on or between the dates July 1, 2023- June 30, 2024) please send completion record and request for payment to:

**Bonnie Gray, Foundation Liaison
York County School Division, 302 Dare Road, Yorktown, VA 23692**

Disbursement of scholarship awards will only be made upon receiving proof of completion and the request for payment.

***If you have completed the workshop, conference or course prior to applying, please include proof of completion with your application.**