



# Public Works Academy

## 2018-2019 SCHOLARSHIP PROGRAM APPLICATION

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/CERTIFICATION 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/Certification 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 initial certifications and licenses that are applicable to the Public Works Sector. Scholarships for renewals of certifications or licenses will not be granted.
- Certifications and/or licenses must be related to the employee's present position or a reasonable promotional objective within 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.
- Applicant's previous college-level coursework (if applicable) should indicate a GPA of 2.8 or greater on a 4.0 scale.
- PWA funds are limited to a maximum of \$1,500 per applicant annually.
- Applications will be accepted throughout the year.
- Applicants may re-apply for award each year.
- 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 letter of interest, by the Applicant and no longer than two pages, which summarizes the following:**
  - Why you are interested in serving in the Public Works Sector
  - How this scholarship will enhance your career goals
  - Your financial need and how the scholarship funds will be used (i.e. fees, tuition, books, etc.).

Return the application package to:

**Attn: Ray Gorman  
PUBLIC WORKS ACADEMY  
901 34<sup>th</sup> Street South  
St. Petersburg, FL 33711  
gormanra@pcsb.org**

**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)		

**EMPLOYMENT INFORMATION**

Current Employer	Position Title	
Mailing Address		
City	State	Zip Code
Supervisor's Name	Office Telephone/ Cell Number	

**ACADEMIC/CERTIFICATION INFORMATION**

\_\_\_\_\_  
Name of College / University or Institution Issuing Certificate

\_\_\_\_\_  
GPA (if applicable)

\_\_\_\_\_  
Degree Program or Certification / License Name or Class

\_\_\_\_\_  
Anticipated Graduation or the Date you plan to attend classes  
MM/YYYY

\_\_\_\_\_  
Academic Advisor or Registrar

\_\_\_\_\_  
Office Telephone/ Cell Number of Academic Advisor or Registrar

Previous PWA scholarships awarded to you (if applicable): Amount; Date: \_\_\_\_\_

**AWARD AMOUNT REQUESTED:**

Amount \_\_\_\_\_

(Please attach supporting documentation, i.e. Registration Fees, Book Fees, etc.)

**EMPLOYER SECTION**

I, \_\_\_\_\_, as the applicant's Department Director or Manager, confirm the accuracy of this application; and, the applicant meets the eligibility requirements listed.

By endorsing this applicant, I recognize the applicant can expect a reasonable possibility for advancement in his or her public works field by pursuing career enhancing opportunities.

If additional information is required, please contact me by telephone at (\_\_\_\_) \_\_\_\_\_.

\_\_\_\_\_  
Signature of Department Director or Department Manager

\_\_\_\_\_  
Date