

IAAO U40 Leadership Lab Innovation Grant Application

Innovation Grant funding is made available by the IAAO Executive Board in order to provide greater opportunities for creative and innovative members under 40 years old to attend the IAAO annual conference. Funding is awarded as available to IAAO members who demonstrate financial need, use the funds to attend and/or present at conference, and demonstrate a creative or innovative idea that has had a tangible and positive impact on the processes or procedures of their jurisdiction. This fund is designed to cover the needs of members under 40 that are not met by other programs or scholarships.

Please complete the following information.

Name _____
Phone _____ E-mail _____ IAAO Membership # _____
Current Employer and Position _____
Street Address _____
City _____ State/Province _____ Zip _____ Country _____

General Guidelines

- 1) Applications for grants are evaluated upon receipt. The goal of the U40 Leadership Lab is to evaluate applications and inform recipients in a timely manner.
- 2) Applications must include:
 - a) a brief narrative explaining the need for financial assistance. Explain why funding is not available. Include the number of employees at the applicant's office and explanatory letters from jurisdictions/commissioners, CFOs, and so on. **The more documentation you provide, the better the committee can assess your need.**
 - b) when grant funds are needed to accomplish your objective.
 - c) documentation of past financial assistance from IAAO stating when and from which fund.
 - d) the amount of financial assistance being requested.
 - e) an itemized list of expenses you expect to incur to attend the conference. Expenses include registration, travel, meals, lodging, and incidentals. State how much expense will be personally incurred.
 - f) the educational activity you will participate in (specify session name, location, date, and length of the program).
 - g) whether you are a moderator or leader for the planned educational activity. Provide a detailed description of your role.
 - h) a description of previous IAAO activities at the local, state/provincial, or national level. This includes all courses, seminars, and conferences you have attended.
 - 1) All applications must be accompanied by a one- to two-page paper summary of the creative contribution or innovation you made within your office in addition to item 2 above.
 - 2) File your application as soon as possible to be considered for funding. Available funds are limited funds.
- 3) Applications should be submitted electronically to: **scholarships@iaao.org**
- 4) All submissions and accounts become the property of IAAO without financial restitution and may be disseminated regardless of being awarded a grant.
- 5) One IAAO Grant Fund application per applicant, per event, per year may be submitted. Eligibility is limited to one IAAO Scholarship Fund award or grant per year.
- 6) Applications should be submitted using this form and a separate one- to two-page paper submitted to the IAAO at **scholarships@iaao.org**. Questions regarding the grant can be posted on the U40 Leadership Lab Facebook page.

For IAAO Office Use Only:

Date received _____ Membership status _____ Amount requested _____

Committee action: Approved _____ Disapproved _____ Date _____