

Maine Wastewater Control Association
Rules And Regulations
Operator Scholarship Program

Purpose

A primary objective of MWWCA is to encourage members to gain knowledge in all aspects of the wastewater control field and to use this knowledge for career advancement. The Operator Scholarship Program was established to provide opportunity and monetary assistance to members of MWWCA to obtain additional education and training in wastewater issues including treatment, management, and solids disposal in order to increase competence in a present position or to qualify for advancement in the future.

Program Overview

- 1.0 The Operator Scholarship Program will be under the direction of MWWCA's Personnel Advancement Committee, hereafter known as the committee. This committee will be responsible for reviewing all applications submitted to determine which applicants are eligible for assistance and for allocating the available funds to selected recipients.
- 1.1 The MWWCA's Executive Committee shall establish the amount of money which will be budgeted for the program at the start of each fiscal year. Money not used for scholarships during the current year will remain in a separate fund for use during succeeding years. The method in which the funds are made available to eligible participants will be decided by the committee and will be based on but not limited to the applicability of the course to the applicant's career and the number of applications.
- 1.2 Under the program, an individual selected for a grant will be reimbursed for up to 85% of the total cost of tuition, materials, registration and other related costs, up to a maximum of \$250.00 per request.
- 1.3 MWWCA retains the right to amend or terminate the offering of reimbursement at any time.

Eligibility

- 2.0 The program is available to any active or current member (regardless of the form of membership) of MWWCA who is actively engaged in operations. Recipients must remain a member to retain eligibility.
- 2.1 If a recipient is eligible for financial assistance from any other source, the difference between the other assistance and the total cost of the course or program

will be considered as eligible for reimbursement under this program. In no instance will a member receive combined funds exceeding the full cost of tuition, registration and related costs.

- 2.2 The following training programs will be considered eligible by the committee:
 - a. Self-study training such as the California State University, Sacramento correspondence courses.
 - b. Two to five day training courses offered by JETCC, NEIETC or any other competent source of training.
 - c. Course or courses taken at colleges or technical colleges which are pertinent to the applicant's current position or provide for future advancement.
 - d. Other training approved by the committee.
- 2.3 The course or program must be beneficial to an applicant's current position, or qualify an individual for a future position as determined appropriate by the committee.
- 2.4 Payment of grants will be only for costs related to courses approved by the committee. Requests for approval of a course shall be submitted on the application provided by the committee.
- 2.5 Courses considered eligible for scholarship funds shall have been completed no later than 18 months prior to the application. In the event that no applications are received, the committee will waive the time limitation, subject to committee approval.

Payment

- 3.0 The funds will be reimbursed to the grantee upon presentation to the committee of evidence of the grantee's having obtained a grade of "C" or better, or a certificate of satisfactory completion if a grade for the course is not provided.

Procedure

- 4.0 When a member wants to participate in the program, he/she must complete the necessary application form which may be obtained from the committee.
- 4.1 The member shall forward the completed application for approval consistent with these rules.
- 4.2 All applicants will be notified of the status of their application as soon as that determination has been made by the committee.

- 4.3 Applications will be reviewed quarterly. Any applications not awarded a scholarship will be held and evaluated again at the next review time and then discarded.
- 4.4 On completion of the course, the recipient shall provide the information described in 3.0 to the committee, which will then authorize the Treasurer to make payment.
- 4.5 Upon selection of a member to receive a grant, and also when the member completes the course, a news release may be issued to the grantee's local paper so that the member's efforts to increase his/her knowledge in the member's chosen profession are recognized, as well as MWWCA's role in this endeavor.

