

Section • American Water Works Association

Scholarship Program

1. Introduction

This document summarizes the scholarship program for Western Canada Section of American Water Works Association (WCS AWWA).

The document is organized as follows:

- Section 1: Introduction
- Section 2: Definitions
- Section 3: Notices
- Section 4: List of Scholarships, Grants and Bursaries

2. Definitions

Term	Definition
Accredited Institution	Included on the Government of Canada's <i>List of Certified Institutions</i>
AWWA	American Water Works Association
Institution	University, college or technical school
Integrated Water	AWWA believes in Total Water Solutions: an integrated view for addressing water quality and availability challenges that focuses on the effective and efficient management of all waters, and where they intersect with drinking water. The integrated water industry consists of source water protection, membrane process and technology, distribution system water quality, wastewater, potable reuse, sustainability, emergency preparedness, and innovation, and encompasses all staff that support the industry
Recipient	The successful applicant, chosen by the Selection Committee to receive a scholarship, grant or bursary
Section	See WCS AWWA
Selection Committee	The WCS AWWA Past Chair, Trustees, Young Professionals Committee Chair, Director, and a Member-at-Large

WCS AWWA Western Canada Section American Water Works Association

WCW Western Canada Water

3. Notices

- The availability and monetary value of all scholarships, grants and bursaries are subject to change.
- WCS AWWA reserves the right to change or discontinue the listed grant, scholarship or bursary information and/or value without notice.
- All scholarship values are in Canadian dollars.
- Selection will be based on the principle of open and equal opportunity and carried out by the WCS AWWA Selection Committee.
- WCS AWWA may choose to not award a scholarship if the selection committee determines that no appropriate candidates have applied.
- The Selection Committee may, at its discretion, choose not to award a bursary or grant to an applicant.
- Acceptance of scholarship/grant/bursary constitutes permission to use recipient's name, photograph, and scholarship story for purpose of promotion.
- Where possible, and upon written request from the recipient, disbursement of the funds will be made directly by the Section to the financial office of recipient's institution.
- If the applicant is unable to successfully complete the conditions of the program, the funds will not be awarded.
- AWWA and WCS AWWA recognize the role of diversity as being essential to the growth, structure, and continued success of any organization. As such, WCS AWWA encourages applicants of diverse backgrounds to apply to our scholarship program.

3.1 Submissions

- The deadline will be the next business day if a deadline date falls on a weekend, civic holiday, or statutory holiday in Alberta, Canada.
- All applications must be submitted electronically by the deadline indicated. An acknowledgment email will be sent within 5 business days of receipt.
- Supporting documents must be submitted in PDF format.
- Where transcripts are required, the recipient must submit an official transcript within one month of notice of award.
- The recipient must submit a photograph within one month of notice of award.
- Should insufficient or no acceptable submissions be received by the deadline, the Selection Committee may, at its discretion, choose to accept and review for consideration submissions received after the stated deadline date.

3.2 Member Grant

3.2.1 Summary

This grant is provided to members for enrollment/registration in a qualifying educational professional development program and for associated expenses.

3.2.2 Criteria

Eligibility

- Applicant must be an [individual member](#) of American Water Works Association.
- Preference will be given to active volunteers of WCS AWWA.
- Applicant must have volunteered for at least one WCS AWWA activity.
- Applicant must reside within the geographical boundaries covered by the Section, which includes Alberta, Saskatchewan, Manitoba, the Northwest Territories and Nunavut.

Grant Amount

- \$3,000
 - Maximum of \$1,500 per grant

Maximum Number of Grants

- The number will vary based on the number of applicants.

Conditions

- There will be an annual maximum of one bursary per province/territory.
- The Selection Committee will determine the bursary amount based on the request received from the member, up to a maximum of \$1,500.
- No member shall receive the grant more than once every three years.
- No member shall receive the grant more than twice in a lifetime.
- The recipient must volunteer at one local WCS AWWA event. The recipient is exempted from this requirement if there are no local events.
- The recipient must complete a member profile for inclusion in the Western Canada Water magazine. The recipient is exempted from this requirement if they have already been profiled in the Western Canada Water magazine.
- The recipient must submit a summary report upon completion of the professional development program.
- Funding can be used for certification, technical school program, professional training program, books and manuals, and integrated water related conferences.

3.2.3 Deadline

- July 1 (annually)

3.2.4 Application

Materials and Evaluation Criteria

- A written statement (200 words maximum) explaining how the use of these funds will relate to their development within the integrated water industry (40%);
- A list of applicable volunteer experience with WCS AWWA and/or AWWA (30%);
- A budget detailing where the requested funds will be allocated (20%); and
- A short biography and contact information, including name, phone number, and mailing and email addresses (10%).

- Refer to Attachment 4.

3.2.5 Payment Schedule

- Up to 50% of the awarded grant will be reimbursed upon presentation of eligible receipts. The remaining 50% will be reimbursed upon submission of the member profile and summary report.
- Items related to books, manuals, conferences, professional development courses, and other eligible expenses will be reimbursed to recipient upon presentation of eligible receipts according to the aforementioned condition.