25 Triangle Park Drive
Concord, NH 03301

Professional Development Program

Amounts: Up to $2,500
(Subject to Funding Availability)

Rolling Deadlines

The New Hampshire Public Works Association awards up to $2,500 for professional development to public works employees. Applicants can be a NHPWA Member, an employee of a NHPWA Member Community or Consulting Firm, or a non-Member with a Letter of Recommendation from a Member.

The purpose of the professional development program is to encourage workers throughout the public works community to take steps to improve their job performance, further their careers, and work to better our industry. Eligible activities include conferences, courses, certification programs and seminars.

Applications for the NHPWA Professional Development Program will be awarded throughout the year. Applications must be submitted in PDF format.

https://t2.unh.edu/NHPWAScholarship

A. General Eligibility Criteria:

1. Applicant must either be: (1) a NHPWA Member; (2) be employed at a Member community or consulting firm; or (3) a non-member who has received a letter of recommendation from a Member.
2. Any applicant that is an employee of a Member community must have been employed by the member community for at least twelve (12) consecutive months.
3. Awards must be applied to a training or seminar applicable to public works or public works operations, or to the education and/or development of public works officials or employees.
4. Awarded amounts shall not exceed $2,500. However, the NHPWA reserves the right to award varying amounts depending on the nature of the application and the overall positive benefit to the greater public works community.
5. Upon receipt of an award, the recipient must provide or attend training within one year of the award or the funds will be forfeited by the recipient. No transfer of funds will be allowed.
6. Upon completion of the planned training or education session, the award recipient must provide a written summary of the event to the NHPWA Board of Directors for inclusion in

NHPWA's newsletter. Alternatively, the recipient may offer to present information gathered at the training/event at an NHPWA Technical Session as a means of providing learned information to the greater public works community. Event summary of subsequent presentations shall be completed within 45-days of the completion of the approved event.

B. Application Evaluation Criteria:

The following criteria will be used by NHPWA as the basis for selecting award recipients:

1.	Statement of Applicability	5 points
2.	Letter(s) of Recommendation	5 points
3.	Demonstrated Benefit to Public Works Community	10 points
4.	Benefits to Individual/Professional or Personal Development	10 points
	Total:	30 points

Previous award recipients may apply for the professional development program again after two years of the last award. Previous award recipients will be given a lower priority than new applicants.

Application Packages must be emailed in PDF format to nhpwascholarships@googlegroups.com