



**CPRS Development & Operations Section  
2020 Maintenance Management School Scholarship  
Application Guidelines and Information**

UCLA Conference Center  
Lake Arrowhead, California  
November 2-6, 2020

**General Information:**

The Development and Operations Section proudly provides funding for select park personnel to attend the award winning CPRS Maintenance Management School (MMS). Students of MMS explore systematic approaches to total resource management of public park facilities. Scholarship dollars are applicable for MMS tuition only which includes lodging and meals. Funding from this scholarship is not applicable for travel or other expenses. The award of this scholarship is based upon the number of applications received, quality of responses and the amount of funding available. The CPRS Development and Operations Section reserves the right to award full or partial scholarships. Funds are applicable for all years of MMS, including the Graduate Forum.

**Application Process:**

All applicants are encouraged to apply for full or partial scholarship awards. This process includes;

- Applicants must submit a completed scholarship application packet which includes the following three required elements:
  - 1) Application
  - 2) Letter of Interest
  - 3) Agency Referral Letter.
- Application packet must be received **no later than 5:00 pm on Friday, September 25, 2020.**
- Completed scholarship packets will be reviewed by the Development and Operations Section, Scholarship Committee who will make recommendations to the full Development and Operations Board for consideration of award(s).
- All applicants will be notified of the results by Friday, October 2, 2020.
- Submission of an application is considered verification of intent to accept an awarded scholarship. However, successful applicants must formally acknowledge their **acceptance of the award and intent to attend MMS by Friday, October 9, 2020.**

**Scholarship Selection Criteria:**

Selection criteria for an award of scholarship from the Development and Operations Section includes:

- Applicant's clear statement of career goals;
- Explanation of how the applicant's career goals will be advanced by attending MMS;
- Efforts made by the applicant to fund tuition costs, apart from the scholarship;
- If the applicant has attended MMS in previous years and his/her good standing with the School.

- The quality of content and organization of the application submitted
- Applicant must be a member of CPRS and the Development and Operations Section

### **Scholarship Application - Required Elements:**

1. Application

All applicants must submit the Development & Operations Section, 2020 CPRS Maintenance Management School, Scholarship Application (PDF fillable form)

2. Letter of Interest

Each applicant must submit a Letter of Interest to the CPRS Development and Operations Scholarship Committee that includes their CPRS Member Identification Number and a brief biographical background demonstrating their commitment to park operations and maintenance. In addition, applicants will address the following four questions - each in a separate section:

- 1) Why do you want to attend MMS?
- 2) What are your career goals and how will attending MMS aid in accomplishing them?
- 3) Why do you need the scholarship?
- 4) What can/will you do to improve the profession of park maintenance management.

3. Agency Reference Letter

All applicants must include an agency reference letter from their supervisor (or above) indicating:

- The applicant is in good standing with their agency
- The agency supports the applicant's participation in MMS and acceptance of the scholarship (if awarded)
- Both the agency and employee understand the level of commitment required for MMS participation

For any questions or concerns, please contact the Development and Operations Section, Scholarship Committee Chair at:

**Kathy Williams**

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 Scholarship Committee Chair  
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