

## 2023 Education Scholarship

**SITE Canada is providing its members with the opportunity to win one of two educational scholarships to attend the SITE Global Conference, 17-20 February 2023 | New York City. Each scholarship, in the amount of \$1,500.00 CAD, will be awarded to a successful SITE Canada member applicant as a contribution toward expenses to attend the conference.**

### *Eligibility and requirements for submission:*

- Must be a member in good standing of the SITE Canada Chapter. Please note this is a member from any discipline (Supplier and Buyers).
- Submit an essay of 750-1000 words, detailing the following:
  - ✓ How your SITE membership benefits you.
  - ✓ Why you wish to go to the conference and how you believe you can share your experience to benefit the other SITE Canada members.
  - ✓ How this can benefit your future professional goals.
- Submit activities based on the criteria outlined in this document. All activities require documentation to accompany the submission. Supporting documents could include receipts from education events, chapter meetings or webinars, copies of articles written, speaking engagements, etc.
- Supporting documentation and submission details should cover the last four years only.
- The Scholarship will not cover all costs for the conference. The recipient will be expected to cover the cost differential.

### *Scholarship Specifics:*

- Two (2) \$1,500 scholarships are available for a maximum of two (2) qualified members to attend the 2023 SITE Global Conference. The scholarship money is to be applied to costs associated directly with attending the 2023 SITE Global Conference: specifically, airfare, registration fee, accommodation, meals during the conference that are not included in the program (excluding alcohol), airport transfers or airport parking charges. Original receipts are required for reimbursement to a maximum of \$1,500.00 Canadian dollars in Canadian funds per scholarship winner.

- The scholarship is non-transferable.
- The selected candidate is expected to attend all sessions and activities during the events.
- A written report must be submitted to SITE Canada office within 30 days of the conference. This report will be printed in SITE Canada's newsletter, and/or on the SITE Canada website.
- Deadline for submission is **5pm EST, Monday, November 21, 2022**. Submissions received after this date will not be considered. Scholarship applications should be sent to the SITE Canada office via:
  - email [office@SITEcanada.org](mailto:office@SITEcanada.org)
- Submissions will be reviewed by a SITE member panel from 5 global chapters.
- Preference will be given to applicants who have not received a scholarship award in the past two years.
- Any questions regarding the Scholarships or the application process should be directed to the SITE Canada office.
- All candidates, including the successful applicants, will be informed of the Committee's decision no later than **December 9<sup>th</sup>, 2022**.
- The SITE Canada office must be notified, in writing, no later than one month before the conference if you are unable to travel. Any costs related to the cancellation, will be the sole responsibility of the recipient. Consequently, trip cancellation insurance is highly recommended.

*Please note: failure to comply with any of the above may result in non-payment of scholarship funds to the winner.*

## Education Scholarship Evaluation Criteria

Credit for points is only given for activities during the past four years unless otherwise specified.

- **SECTION 1 – SITE CANADA MEMBER – Write an essay of (750-1000) words (MAXIMUM 25 POINTS)**
  - ✓ How your SITE membership benefits you.
  - ✓ Why you wish to go to the conference and how you believe you can share your experience to benefit the other SITE Canada members.
  - ✓ How this can benefit your future professional goals.
- **SECTION 2 – INTERNATIONAL VOLUNTEERISM (MAXIMUM 10 POINTS)**
  - ✓ SITE International committee involvement  
(5 points per year)
- **SECTION 3 – VOLUNTEERISM WITH SITE CANADA (MAXIMUM 25 POINTS)**
  - ✓ Served as an active member of (a) SITE Canada Committee(s)
  - ✓ Provide a detailed description of your volunteer activities. Please include volunteer experience on committees with SITE Canada. Name the committee(s), explain your roles and responsibilities and how much time you invested in each volunteer position.  
(3 points per committee, 5 points for board involvement, up to 10 points per year)
- **SECTION 4 – EDUCATION (MAXIMUM 20 POINTS)**
  - ✓ Attendance at SITE Canada Chapter Meetings & Events and Education Day  
(2 points per event per year)
  - ✓ Attendance at SITE International Conferences  
(2 points per conference)
  - ✓ Certification of CIS, CITP or CITE  
(Maximum 1 point)
- **SECTION 5 – PUBLICATIONS/SPEAKING ENGAGEMENTS (MAXIMUM 10 POINTS)**
  - ✓ Article submitted for other industry publications  
(2 points per article)
  - ✓ Public speaking engagements at educational institutions, other association meetings, industry events  
(2 points per engagement)
- **SECTION 6 – RECRUITMENT (MAXIMUM 10 POINTS)**
  - ✓ Recruitment of new SITE Canada members in the past 2 years.  
(2 points awarded for each new member recruited)

**Total: 100 points**

**Note:** Please submit supporting documentation including copies of articles, speaking engagement dates, registration receipts, specify on which SITE committees you were an active volunteer and any other information that you can provide to supplement your application.

## Education Scholarship Application

As a member in good standing with the SITE Canada Chapter, I wish to apply for the 2023 SITE Canada Education Scholarship, to attend the SITE Global Conference in New York City, February 17-20, 2023.

Enclosed with this application form is my submission and all supporting documentation.

|  |                      |              |
|--|----------------------|--------------|
| Name:  |                      |              |
| Company:   |                      |              |
| Address:   |                      |              |
| City:  | Province:            | Postal Code: |
| Telephone:   |                      |              |
| E-mail:  |                      |              |
| SITE Membership Number:  |                      |              |
| Date joined SITE:  |                      |              |
| Position and description of current job duties:  |                      |              |
| Years in Present Position:   | Years in Profession: |              |
| Have you received a SITE Scholarship in the past?:    Yes    No  |                      |              |
| Please advise the dates and details:   |                      |              |
| Is there anything else that you would like the committee to know in considering your application? If so, please explain: |                      |              |

**DEADLINE FOR SUBMISSION  
5 PM EST, MONDAY, NOVEMBER 21, 2022**