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# BOMA GREATER PHOENIX SCHOLARSHIP PROGRAM

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2024 Application

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## 2024 BOMA OF GREATER PHOENIX SCHOLARSHIP PROGRAM APPLICATION

### Active Association Membership is required to participate in the Scholarship Program

The **BOMA Greater Phoenix Scholarship Program**, was established by the Building Owners and Managers Association (BOMA) of Greater Phoenix, a 501c6 Trade Association to provide financial education assistance to eligible applicants (*current Principal members in good standing* towards further education and the professional development of qualified professionals. BOMA Greater Phoenix does not discriminate based on race, color, national or ethnic origin, gender, disability veteran status or age in the administration of the BOMA Greater Phoenix Scholarship Program.

We look forward to helping as many deserving applicants as possible. The availability of scholarship funds is highly predicated upon the success of association events including, but not limited to our annual golf tournament and other special events. Therefore, award amounts are determined solely by the scholarship committee based on the availability of funds.

### **ELIGIBILITY**

For designation program class scholarships, all candidates must be a current Principal member in good standing\* of BOMA Greater Phoenix

### **ENTRY REQUIREMENTS**

The applicant is responsible for ensuring that all items listed below are submitted to BOMA Greater Phoenix. The scholarship committee will convene at least semi-annually to consider current applications.

- A **completed** and signed BOMA Great Phoenix Scholarship Application Form.
  - **NEATNESS IS A CONSIDERATION.**
- Essay Question answered on a separate page(s) and attached to your final application.
- **Optional:** a current photograph of the applicant (for publicity purposes only) in an acceptable format for print and web publishing: .jpg or .eps format, emailed to the BOMA office at [olimpia@bomaphoenix.net](mailto:olimpia@bomaphoenix.net)

### **AWARDS**

1. Multiple scholarships may be awarded. Scholarships will range from \$500.00 - \$2,000.00 per applicant selected.
2. Although the intent of the BOMA Greater Phoenix Scholarship Program is to recognize outstanding nominees, should candidates rank equally in the judgment of the Selection Committee, the level of need shall be considered the final criteria.
3. The scholarship disbursement will be made by the BOMA Greater Phoenix office directly to BOMI International or specified institutional learning facility.
4. All scholarship awards will be formally announced at BOMA of Greater Phoenix Annual Awards Ceremony in November/December.

## JUDGING

1. The Scholarship Selection Committee has the sole authority for granting the scholarship awards. The scholarship recipients are selected based on employment experience and financial need.
2. All applicants selected as finalists may be subject to a personal interview with representatives of the Scholarship Selection Committee.
3. The scholarship will be awarded without consideration of race, creed, national origin, or gender.
4. The Scholarship committee chairperson will:
  - a. Receive and keep secure all scholarship applications until such time as the Scholarship Committee is prepared to conduct its review.
  - b. Review applications to ensure each applicant meets the minimum standards of the application criteria.
  - c. Prepare applications that meet the minimum criteria for review by the Scholarship Committee.
5. The Scholarship Committee shall review the applications at a time and place determined by the Scholarship Committee chairperson.
  - a. The Committee may request further information from applicants and/or invite all or some applicants for an interview.
  - b. Information to help determine financial need may be requested during this review process.
6. A list of applicants selected by the Scholarship Committee for potential awarding of a scholarship will be forwarded to the Executive Committee for consideration.
  - a. The Chairperson of the Scholarship Committee (or designee) will present the recommendation to the Executive Committee.
7. Award Process
  - a. A scholarship award ceremony will be planned by the Scholarship Committee in consultation with the BOMA Greater Phoenix Executive Director and Executive Committee.
  - b. The Executive Director shall coordinate payments approved by the Committee with each recipient.
  - c. Scholarship awards shall be made payable directly to the educational facility.

**\*DEFINITIONS:**

*-Members in good standing defined as no outstanding invoices or disciplinary issues on membership account*

## The Application Must Be Received by July 31, 2024

### TIMELINE

- First Scholarships will be awarded at BOMA Greater Phoenix Awards Ceremony in December 2024
- Application Deadline July 31, 2024
- Finalists being considered will be contacted no later than September 2024
- Disbursement contingent upon class scheduling with BOMI International or other institutional learning facility

### 2024 BOMA of Greater Phoenix Scholarship Program Application For BOMA Designation Classes for RPA, FMA, SMA, SMT, or any other continued education classes

Please read all instructions prior to submitting your application.

All sections must be completed for the application to be considered.  
Type or print. Use N/A if the question does not apply.

APPEARANCE AND COMPLETENESS WILL BE CONSIDERED DURING THE EVALUATION.

Before you complete this application, please confirm your eligibility (check all that apply):

You are a current Principal Member in good standing of BOMA of Greater Phoenix

### SUBMITTAL:

Please send the completed and signed application with all attachments and documentation in one envelope as early in the application period as possible. Incomplete or late applications will result in ineligibility. BOMA of Greater Phoenix is not responsible for any applications sent via Facsimile or Mail that are not received in a timely manner. Thank you for your interest in a scholarship with BOMA of Greater Phoenix and we wish you success!

The Application Must Be Received by  
July 31, 2024

BOMA of Greater Phoenix  
Re: BOMA Greater Phoenix Scholarship  
3550 N Central Ave, Suite 1025  
Phoenix, AZ 85012

[olimpia@bomaphoenix.net](mailto:olimpia@bomaphoenix.net)

**APPLICATION SCORING:** Please follow these guidelines while preparing your application. Your final score will depend on it. Application and all required attachments must be submitted as one, unfastened packet (**please do NOT staple, paper clip, bind or fasten your application packet**) and must be received by BOMA of Greater Phoenix on or before the application deadline of **July 31, 2024**. All application material becomes the property of the BOMA Great Phoenix Scholarship Program, established by BOMA of Greater Phoenix and will not be returned.

The written material and the oral interview each count for fifty percent (50%) of your final score. **Your application will be scored in six separate categories, listed in sections below. These sections do not correspond with the roman numerals listed in application; they are solely listed in this order for scoring.** All Scoring Sections 1) through 4) must be submitted in sequence shown here:

I. PERSONAL INFORMATION				
First Name:		MI:		Last Name:
DOB:				
Mailing Address:				
City:		State:		ZIP Code:
Personal Phone Number:		Email Address:		
II. FINANCIAL INFORMATION:				
A. Applicant's Occupation/Job Title:				
Employer Name & Address:				
Are you presently reimbursed by your employer for C.E. classes?	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
III. SHORT ANSWERS: Answers should be typed in Size 12 Times New Roman font with 1.5 line spacing in 250 words or less for each question. Type all short answer questions (with numbers) and answer on a separate page(s) attached to your final application.				
<ol style="list-style-type: none"> <li>1. What type of scholarship are you applying for?               <ol style="list-style-type: none"> <li>a. BOMI Classes</li> <li>b. College Courses</li> <li>c. Real Estate License Continuing Education Classes</li> <li>d. BOMA International Annual Conference</li> </ol> </li> <li>2. What are your career goals and plans?</li> <li>3. Why are you interested in your career choice and what event, or series of events, has led you to this decision? Where possible, explain how your previous work experience will relate to your career.</li> <li>4. Describe activities you have participated in that have required you to be a leader.</li> <li>5. What five adjectives have others used to describe you?</li> <li>6. What do you perceive as your five strongest attributes?</li> </ol>				
IV. ESSAY: Essay should be typed in size 12 Times New Roman font with 1.5 lines spacing on a separate page(s) and attached to your final application.				
<p style="text-align: center;"><i>Essay should be more than one page and less than 3 and should answer the following question:</i></p> <p style="text-align: center;"><b>Please tell us a little bit about yourself and why you feel that you deserve a BOMA Greater Phoenix Scholarship.</b></p>				

## ACKNOWLEDGEMENT AND SIGNATURE

- I certify that the information provided in this application is complete and accurate to the best of my knowledge
- False information is cause for disqualification
- I hereby give consent to the Selection Committee of BOMA of Greater Phoenix, and/or representatives designated by the Board of Directors to verify the contents of this application with any individual, government, educational institution, or other entity.
- I understand that BOMA of Greater Phoenix may request additional information or request me to appear for an interview to determine my suitability for an award
- I understand that I am responsible to verify receipt of my application with BOMA of Greater Phoenix
- I agree to share and allow the release and publication of my name, photo, and likeness, GPA, and application information when necessary, and give my permission for BOMA of Greater Phoenix to share this information for the purposes of recruitment or public relations.
- I acknowledge that it is my responsibility to keep BOMA of Greater Phoenix informed of any address or contact information changed
- I understand that all application material becomes the property of the BOMA Greater Phoenix Scholarship program, established by the Building Owners and Managers Association of Greater Phoenix and will not be returned.

**Print Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



# BOMA GREATER PHOENIX SCHOLARSHIP PROGRAM

## 2024 BOMA GREATER PHOENIX SCHOLARSHIP AWARD SCHOLARSHIP AGREEMENT/CONTRACT

If I should become a recipient of a BOMA Greater Phoenix scholarship award I,  
\_\_\_\_\_ Understand:

PRINT NAME

1. Any scholarship awarded will be paid directly to the institution of higher learning on behalf of the scholarship recipient and may be expended only for tuition, required texts and associated fees for coursework. Any exception to this must be approved by BOMA Greater Phoenix Scholarship Award Committee.
2. Any unused amount will be returned to the BOMA Greater Phoenix Scholarship Award Program.
3. Recipient must take and pass the test for each designation class before becoming eligible for further scholarship support.
4. Recipient must abide by the Code of Conduct as defined by BOMI International. Recipient must report to the BOMA Greater Phoenix Scholarship Award Committee any sanctions imposed by the institution immediately. Conduct will be evaluated by BOMA Greater Phoenix Scholarship Award Committee to determine withdrawal of scholarship.
5. Recipient must conduct their personal life in a manner in which they will not bring discredit to the BOMA Greater Phoenix Scholarship Award Program. Conduct will be evaluated by the BOMA Greater Phoenix Scholarship Award Committee to determine withdrawal of scholarship.
6. I certify that I have read this agreement/contract, and I accept all the conditions herein.

**Print Name:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_