

# **Goodwill Scholarship**

## **TEXAS ASSOCIATION FOR COURT ADMINISTRATION**

**Description:** In 2004, TACA members began a fund-raising effort that now supports Goodwill Scholarships established to assist members with the costs of attending the TACA Annual Education Conference. These scholarships are funded from monies outside of the TACA budget and are available based on fund-raising from year to year. Goodwill Scholarships shall be used to attend the TACA Annual Education Conference. TACA will waive the conference registration fee. The TACA Treasurer will reimburse the scholarship recipient for travel, meals and lodging associated with the conference according to the Travel Policy up to an amount not to exceed \$750.

### **Eligibility:**

1. Scholarships established and funded by the Texas Association for Court Administration, or a court related entity, are available to members of TACA in good standing. "Good standing" is defined as a member who is current in the payment of annual membership dues and an employee of the judiciary as defined in the by-laws of the association. Additional eligibility requirements may be outlined in the individual scholarships.
2. Applicant must be a member in good standing for one year or more.
3. Only one scholarship per applicant shall be awarded annually.
4. Representation of need shall be made on an annual basis and shall not be automatic consideration of subsequent annual scholarship awards.
5. Phase completion of an approved education program (i.e. ICM), may be a deciding factor in the award of a subsequent annual scholarship award, in order to complete a program.

### **Application Process**

1. Applications for the Goodwill Scholarship should be submitted to the TACA Scholarship Liaison.
2. The deadline for applications for scholarship awards shall be May 1st of the current year.
3. All applications must be accompanied by an essay, of not less than 50 words, describing the applicant's contribution to TACA and the profession of court administration, the reason they desire the scholarship and their career goals.
4. All applications must be approved by the applicant's immediate supervising judge(s).
5. All application requests based on representation of need must be accompanied by a certification of unavailability of funds.
6. All applications must be signed by the applicant affirming his/her commitment to assist TACA where needed in the professional development of court administration; and/or assist the association at the annual conference.
7. Applicants must certify attendance at the education program for which the scholarship was awarded. Certification may be in the form of a copy of a certificate of attendance; or a letter from the program's sponsor confirming the applicant's attendance; or a letter from the applicant's immediate supervising judge(s) confirming the applicant's attendance.
8. Applicants must sign a Commitment Contract with TACA, for a two (2) year personal commitment to serve on the Education Committee and/or any other committee as set forth in the by-laws of the association.

### **Distribution of Awards**

**TACA will waive the conference registration fee. The TACA Treasurer will reimburse the scholarship recipient for travel, meals and lodging associated with the conference according to the Travel Policy up to an amount not to exceed \$750. Reimbursement for this scholarship must be received by the TACA Treasurer within 60 days of completion of the TACA Annual Education Conference following the award of the scholarship.** Scholarships reimbursement information not received within this time will be forfeited. Upon good cause, an extension of this period may be approved by the Board of Directors. A recipient leaving their position within court administration is no longer eligible to use the scholarship.

# Goodwill Scholarship

## SCHOLARSHIP APPLICATION TEXAS ASSOCIATION FOR COURT ADMINISTRATION

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

COURT/COUNTY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

TACA MEMBER SINCE: \_\_\_\_\_ PDP YR COMPLETED: \_\_\_\_\_ IF NOT, YR EXPECTED: \_\_\_\_\_

OTHER PROGRAMS: \_\_\_\_\_

**All applications must be accompanied by an essay, of not less than 50 words, describing the applicant's contribution to TACA and the profession of court administration, the reason they desire the scholarship and their career goals. Incomplete applications will not be considered.**

Upon receiving a TACA scholarship, I understand a Commitment Contract will be executed between TACA and me. Part of my commitment is to assist where needed in the professional development of court administration and/or assist the association at the Annual Education Conference. The funds provided by this scholarship are necessary for me to comply with Government Code 74.106 (a), and/or to enhance my professional education by attending an approved educational program as set forth in the Scholarship Guidelines. My county will not pay these expenses or will only pay part of them. I understand that this scholarship is no longer valid if I leave court administration prior to utilizing this scholarship.

Applicant's Signature: \_\_\_\_\_

Judge's Signature of approval and certification of unavailability of funds: \_\_\_\_\_

**Submit this application to:**

**Laura Conte**

**Scholarship Liaison**

**Harris County**

**1201 Franklin, 7<sup>th</sup> floor**

**Houston, Texas 77002**

**Laura\_Conte@ccl.hctx.net**

**DEADLINE FOR SUBMITTING SCHOLARSHIP APPLICATION:**

**May 1, 2018**