

APCO Institute Advisory Committee

SILENT KEY AND CORPORATE ADVISORY COMMITTEE SCHOLARSHIP AWARD PROGRAM

EXECUTIVE SUMMARY

*Honoring Our Heroes * Developing Our Members * Investing in the Future*

GOALS:

Maintain the spirit of the original awards programs
Increase interest and participation in the programs
Increase the impact of the programs to the participants, the donors and the organization
Provide a means through which we can continually honor our heroes in a significant way
Promote the building of future leaders within the industry and the organization

METHOD:

Annual scholarships to public safety communications professionals who have long term career goals and demonstrate a commitment to excellence in public safety communications.
Twelve month scholarships with discretionary application from an approved list of professional training during the term of the scholarship

FUNDING:

Funding for the Silent Key Scholarship program is provided by donations.
Funding for the Corporate Advisory Committee scholarship program is provided by corporate donations.

AWARDS

The number of awards and the amount of each award to be determined annually based on available funds

INTRODUCTION

The Silent Key Scholarship Award Program was initiated as a means of remembering and honoring individuals who have participated in APCO,

contributed to APCO, and meant a great deal to APCO members. By remembering these wonderful individuals who mean so much to us, they continue to contribute to our organization even beyond the years we were privileged to have them in our midst. We would like to afford these individuals an eternal means of helping to develop those who will follow in their footsteps as leaders, mentors, and public safety communications professionals.

Individual initiative will be encouraged by allowing recipients an opportunity to consider career goals and apply available resources to those goals. APCO as an organization has a unique opportunity to be involved in the development of future leaders and professionals. It is further an opportunity to allow those who may not know what APCO membership means in terms of professional development an opportunity to learn first hand.

Most significant to us is the need to keep the names and memory of our heroes forever in the minds and hearts of our membership. What greater gift could we give them than the continued opportunity to influence and shape the future of our organization and our membership? More than just a training class or a brief tenure of instruction, we would like to offer, in the memory of our fallen mentors, an opportunity to apply individual initiative and creativity to the application of a funding mechanism for professional development.

The Corporate Advisory Committee Scholarship Program Fund was initiated by the Commercial/Corporate Advisory Committee as a means for its commercial members to give back to the public safety community. Scholarship funds will be received through the CAC and administered by APCO Institute. Fund donations will be accepted throughout the year and will be disbursed for public safety job related training through APCO Institute or through the APCO Virtual College at Jacksonville State University.

DONATIONS

Commercial members and their firms can provide funds for the CAC Scholarship Fund. Donations will be accepted through the year. Donations should be at least \$500 with no upper limit imposed. Funds should be marked "CAC Scholarship Fund" and will be accepted through the APCO Institute.

Donors to the scholarship funds will be recognized in the "Public Safety Communications" magazine and will be recognized by name at the annual conference of APCO International. Each donor will receive a certificate of donation from APCO Institute recognizing their donation to the APCO CAC Scholarship Fund.

FUNDING

Identification of the Annual Award Funds

A report will be submitted by Staff to the Institute Advisory Committee at the close of each Calendar Year. Included in this report will be the financial information on funds accrued through donations to the Silent Key Fund. The ADCOMM will review these figures and make written recommendation to the Board of Officers as to the upcoming year's awards. The ADCOMM's recommendation should include, based on the financial figures, the total funds available for scholarship award, the number of scholarships to be awarded and the amount of each available scholarship to be awarded.

The report should also include a summary of the scholarships applied for and awarded in the previous year.

Application of Scholarship Funds

It is the goal of the Institute ADCOMM to see these scholarships become professional development tools in a diverse and changing industry. The Institute ADCOMM will develop a list of approved professional training to which scholarship funds may be applied. Initially this list will include all classes provided by the APCO Institute and APCO Virtual College. As a part of its annual recommendation to the Board of Officers, the ADCOMM will present a schedule of approved training courses.

Scholarship recipients must be current APCO Members and maintain APCO membership throughout the scholarship period.

Scholarship funds may apply to books, tuition, and/or registration costs. Up to \$500 of the award may be applied to travel or living expenses to attend an APCO International Conference.

Completion of Funded Courses

Scholarship recipients should return certificates of course completion to APCO within 30 days of course completion. All courses must be scheduled prior to the closure of the scholarship period, July 1 – June 30, and completed within 60 days of completion of the scholarship period.

APPLICATIONS

Applicants

Applicants should meet the following standards:

- Currently employed in Public Safety Communications field.
- Have accumulated at least one year of experience within public safety with at least eight months of continuous service.

- Scholarship applicants must be current APCO Members and maintain APCO membership throughout the scholarship period.
- Demonstrate a commitment to high career standards with long-term goals in public safety communications.
- Demonstrate commitment to continuing education and self improvement
- Submit a completed application within the prescribed time frame.

Application Time Line

Announcement of application for scholarships will be made in the March and April issues of Public Safety Communications magazine. The application deadline will be May 1 with award notifications being made by July 1.

Selection Process

Applications will be reviewed and scored by the Institute Advisory Committee. The ADCOMM will provide a list of award recipients along with their recommendation for the Board of Officers no later than June 1 of each year.

SUGGESTED TIME LINE

July-June	Fund Solicitation
July 1	Available Fund
3/1 – 5/1	Application
5/2 – 5/31	Evaluation
6/1	Recommendation sent to Board of Officers
7/1	Announcement of Awards
7/1-6/30	Use of Award