



# Urban & Community Forestry conference, webinar or workshop scholarship application

REVISED JUNE 2021

This South Carolina Forestry Commission scholarship program, funded through the USDA Forest Service, will cover costs for employees of local governments in South Carolina (incorporated cities/towns and counties) to attend workshops or conferences, thereby enhancing their urban forestry and arborist skill sets.

1. Scholarships cover costs for registration fees only. The program will not reimburse costs for late registration fees, travel, lodging, food or other related expenses.
2. Individuals are limited to (1) scholarship award within a 24-month period.
3. Only conferences and workshops that offer ISA certified arborist continuing education credits will be considered for scholarship awards.
4. Scholarships will be provided on a reimbursement basis only. Reimbursement will be provided after the conference or workshop has concluded. Scholarship recipients must provide receipts for reimbursement.
5. Scholarship recipients will be required to write a report (250 words or fewer) summarizing what was learned at the conference or workshop, and how the information will assist the city or county in the management of their urban forest.
6. Applications should be submitted a minimum of two weeks prior to the conference or workshop.
7. Scholarship applicants must submit written approval from their organization's Authorized Representative before accepting funding.

If you are interested in this opportunity, please complete the scholarship application on the next page and email, fax or mail it to:

Lowe Sharpe  
SC Forestry Commission  
5500 Broad River Road  
Columbia SC 29212  
Email: LSharpe@scfc.gov  
Fax: (803) 798-8097



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## **Personal information**

\_\_\_\_\_  
Full name

\_\_\_\_\_  
Name of municipality/county organization

\_\_\_\_\_  
Mailing address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
ZIP code

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Job title

\_\_\_\_\_  
Years of experience in Urban &  
Community Forestry and/or  
related fields

## **Conference information**

What is the conference or workshop for which you are applying for this scholarship?

What is/are the date(s) and location(s) of the conference or workshop that you wish to attend?

What is the cost of registration for the conference or workshop for which you are requesting scholarship assistance? Only conference registration costs will be reimbursed.

## **Reimbursement information** (must be completed for application process)

\_\_\_\_\_  
Federal tax ID number (FEIN)

\_\_\_\_\_  
SCEIS number

\_\_\_\_\_  
Mailing address to which reimbursement should be sent

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
ZIP code

To complete your reimbursement, email your receipt, reimbursement form and written report to Lowe Sharpe at [LSharpe@scfc.gov](mailto:LSharpe@scfc.gov) after attending the conference or workshop. The reimbursement form can be downloaded from [www.trees.sc.gov/urbanreimbursement2.pdf](http://www.trees.sc.gov/urbanreimbursement2.pdf)