

**URBAN MUNICIPAL ADMINISTRATORS' ASSOCIATION OF SASKATCHEWAN  
CERTIFICATE IN LOCAL GOVERNMENT AUTHORITY PROGRAM  
SCHOLARSHIP**

**OBJECTIVE:**

To provide 3 annual scholarships in the amount of \$600 each to Clerks or Assistant Administrators desiring to obtain their education requirement for the Standard Certificate.

- 2 scholarships shall be provided to town or village Clerks
- 1 scholarship shall be provided to an Assistant Administrator

**CRITERIA:**

- Must be employed by an urban or northern municipality
- Must be a member of UMAAS
- Shall have completed the first semester of the program

**APPLICATION PROCEDURE:**

- Applicants shall submit a letter of application for funding assistance to the Advisory Committee
- The application shall address the following issues:
  - Length of service as an Administrator or Assistant Administrator
  - How long the applicant has been a member of UMAAS
  - Indicate if employing Council will be providing any assistance
  - Outline community activities
  - Outline education previously obtained
  - Confirm successful completion of at least one semester under the Local Government Administration Certificate Program
  - Provide any additional information which may assist the Committee to reach a decision
- Application deadline is October 1<sup>st</sup> of each year

**PAYMENT PROCEDURE:**

- 50% of the scholarship shall be paid upon successful completion of the 2<sup>nd</sup> semester
- The remaining 50% shall be paid upon successful completion of the 3<sup>rd</sup> semester and proof of enrollment into the 4<sup>th</sup> semester.
  - The Committee will be permitted to consider the spring semester in the awarding of the scholarships
  - The Committee may award partial scholarships on a per semester basis, provided applications are received in advance of the semester start date

**GENERAL:**

- The Committee's decision shall be final
- The Committee shall not be required to provide reasons for its decision
- The Committee shall, from time to time, recommend amendments to the criteria or application procedure