



STIPEND APPLICATION
2019 NEHA Annual Educational Conference:
July 9-12, 2019
Nashville, Tennessee

Background

The Minnesota Environmental Health Association (MEHA) will provide one winning recipient with full conference registration at the early registration price for the NEHA Annual Educational Conference: July 9-12, 2019 (\$630 value) in Nashville, Tennessee plus select travel expenses. The recipient will be selected based on information provided in this application.

Application Criteria

The applicant must:

1. Be a MEHA member in good standing for at least five (5) years.
2. Be a current member of NEHA (or sign up if selected).
3. Submit the application.
4. Attach a letter from their supervisor or agency (if applicable) giving them permission to attend the Conference if selected.
5. Write a short article, including photos, following the conference for the MEHA newsletter sharing their experience with other members.

Preference will be given to applicants who have:

- Participated on MEHA committees or been active in supporting the organization.
- Either never attended a NEHA Annual Educational Conference, or have not attended in the last 5 years.

The deadline for receipt is 4:00 PM Wednesday, March 20, 2019. *Incomplete applications will be rejected.*

Submit your application form and attachment(s) to Jesse Harmon Jesse.Harmon@co.nicollet.mn.us.

An e-mail will be sent to confirm receipt of the application form and any attachments. The individual selected to receive the stipend will be contacted by March 22nd.

NOTE: Early bird registration for the NEHA conference ends March 31st, 2019.

Expenses eligible for reimbursement are limited to:

a. Registration: Early registration discount, membership rate. The Delegates are required to be members of NEHA or to join when signing up for the conference. Delegates are personally responsible for paying their NEHA membership dues.

b. Transportation:

1) Air travel: Coach-class tickets purchased in a manner and timeframe that minimizes the expense to the Association.

2) Ground Travel: Shuttle-type transportation to the lodging site (if not otherwise provided).

c. Lodging: Single accommodation in standard room, preferably at or comparable to the Meeting's official hotel.

d. Food: For those meals not included in the Meeting registration fee, the Association will reimburse the Delegates up to the amount given in the U.S. General Services Administration CONUS schedule for the meeting location.

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Applicant Information

Name _____

Address _____

City: State & ZIP Code _____

Employer and/or educational institution _____

Email address _____

Phone # _____

1. Have you ever attended a NEHA Annual Educational Conference? If yes, when was the last year you attended?

NO _____ YES _____ YEAR _____

2. Compose and attach a brief statement describing your interest in the stipend. Please include the following information:

- why you would like to attend the NEHA Annual Educational Conference,
- how attending will benefit both you and MEHA,
- a description of your participation on MEHA committee(s), and/or
- contributions you have made to MEHA.

Limit of one page, please.

3. Attach a letter from your supervisor or agency (if applicable) giving permission to attend the conference if selected.