



## CPA 2021 “Leading the Challenge” Prevention Conference Scholarship Application Guidelines

### Project Overview

The Pennsylvania Commission on Crime and Delinquency (PCCD) and the Evidence-based Prevention and Intervention Support (EPIS), Penn State, College of Health and Human Development, Edna Bennett Pierce Prevention Research Center are generously supporting CPA’s “Leading the Challenge” Virtual Prevention Conference by offering up to **60 SCHOLARSHIPS** to attend the full conference.

Scholarships will be on a first-submitted, first-awarded basis to individuals from eligible agencies, coalitions, higher education, school districts, organizations, providers, and college students who indicate the following when completing the online application:

- a. A statement of financial need (1 to 2 sentences only).
- b. How attending the conference will benefit your prevention efforts (1 to 2 sentences only).
- c. Priority will be given to applicants who attend the FULL conference during its scheduled time (June 15-17), including the two Deep Dive Sessions (May 19, 26 & June 2, 9).

### Application Guidelines

- I. Scholarship Details.
  - a. A scholarship to the 2021 CPA Virtual Conference will cover the conference registration fees for **one** individual to attend the FULL conference during its scheduled time (June 15-17), including the two Deep Dive Sessions (May 19, 26 & June 2, 9).
  - b. The Scholarship Application will be open through **Friday, April 30, 2021** or until all scholarships are awarded. *CPA reserves the right to extend the application deadline.*
- II. Eligibility Requirements.
  - a. Pennsylvania agencies, organizations, coalitions, institutions of higher education, school districts, and college students who have a focus on prevention.
  - b. Priority will be given to applicants who attend the FULL conference during its scheduled time (June 15-17), including the two Deep Dive Sessions (May 19, 26 & June 2, 9).
  - c. If your organization/coalition is currently receiving PCCD funding you can apply, however your application will be placed on hold (*Section III*) and reviewed after the scholarship application closing date.
  - d. **One** applicant per agency, organization, or institute of higher education. If more than one person applies from the same agency, organization, or institute of higher education the first submitted applicant that meets the eligibility requirements will be approved. The other applicants will be placed on hold (*Section III*) and reviewed after the scholarship application closing date.
  - e. Scholarship recipients cannot have previously registered for the 2021 conference.
  - f. College students must apply on their own behalf and be currently enrolled in a PA institution of higher learning (college, university, technical institute). *There are a limited number of scholarships available for college students.*
  - g. The scholarship recipients, and the applicant organization, will be responsible for meeting all attendee requirements, terms, conditions, and cancellation fees (if applicable).
  - h. Cancellation policies apply (*section VIII*) to all scholarship recipients and their agency/coalition.

- III. Application Hold.  
Please do not let a hold deter you from applying for a scholarship. A hold means that not all requirements were met, but that doesn't mean that you won't be awarded a scholarship.
- a. After the application deadline date, if scholarships are available, applications placed on hold will be processed and approved or denied, based on date of submission, statements of need (financial and prevention benefits), and requirements met.
- IV. How to Apply.
- a. The Scholarship Application will be open through **Friday, April 30, 2021** or until all scholarships are awarded. CPA reserves the right to extend the application deadline.
  - b. The link to apply is at the bottom of this document and on the [CPA website](#).
  - c. Please make sure to read through this document (Scholarship Application Guidelines) before submitting an application.
  - d. Applicants will be notified as they are approved, but no later than April 30, 2021 as to the status of their application.
- V. Application Selection.
- a. Each application will be reviewed and evaluated on how the financial statement of need is presented and how attending the conference will benefit prevention efforts.
  - b. Priority will be given to applicants who attend the FULL conference during its scheduled time (June 15-17), including the two Deep Dive Sessions (May 19, 26 & June 2, 9).
  - c. Preference will be given to applicants that meet the eligibility requirements.
- VI. After Receiving a Scholarship.
- a. Scholarship recipients will receive instruction on how to register for the conference. No payment will be required when completing registration.
  - b. Once you receive this instruction, you will have **ten (10)** days to register for the conference.
- VII. Terms & Conditions and Reporting Requirements of ALL Scholarship Recipients.
- a. As a scholarship recipient, you are required to attend the sessions/days you indicated in your application, while they are occurring.
  - b. Complete an evaluation for all sessions (keynotes, workshops, deep dives) attended and an overall conference evaluation by Friday, June 18, 2021. Evaluations will be provided during the conference.
  - c. Complete a Post-Conference Scholarship Survey by Thursday, July 1, 2021. This survey will be emailed to recipients after the conference.
  - d. The scholarship recipient's name will need to be included on all evaluations submitted with the exception of the overall conference evaluation.
  - e. The cancellation policy in this document (*section VIII*) applies to all scholarship recipients and their agency/coalition/institute of higher education.
  - f. College students will be asked to provide documentation indicating they are currently enrolled in PA college, university, or technical institute.
- VIII. Cancellation Policy.
- a. All cancellation requests must be emailed to Jeff Hanley, at [jeff.hanley@commonwealthpreventionalliance.org](mailto:jeff.hanley@commonwealthpreventionalliance.org).
  - b. If a cancellation occurs from the date a scholarship is awarded until April 30, 2021, no financial penalty will occur.
  - c. If a cancellation occurs between May 1, 2021 and May 31, 2021, a \$50 administrative/processing fee will occur, unless a replacement can be found (*see e. and f. in section VIII*).
  - d. Any cancellations made after May 31, 2021 will be responsible to pay the Commonwealth Prevention Alliance the full cost of the conference scholarship (\$250), unless a replacement can be found by June 11, 2021 (*see e. and f. in section VIII*). Payment will be received by CPA no later than June 28, 2021.
  - e. The scholarship recipient and recipient agency/coalition are responsible to find a replacement.
  - f. Scholarship recipient replacements *cannot* currently be registered for the 2021 CPA Conference.

- IX. Contingency.  
Scholarships are contingent on final fund availability. PCCD has given preliminary approval for the scholarships. If funding through PCCD does not occur, all scholarships will be rescinded by CPA with no financial penalty to the scholarship recipient or the recipient agency/coalition.

**APPLY NOW**

<https://www.surveymonkey.com/r/ScholarshipstoCPA>