



SCHOLARSHIP PROGRAM RULES

1. PURPOSE

The purpose of this Scholarship Program of the Association for Women Lawyers Foundation (“AWLF”) is to provide financial assistance to individual members of the legal profession for membership in professional organizations and to attend professional meetings, conferences, educational programs, and other functions and programs in furtherance of their professional development and legal career.

2. ADMINISTRATION

The Scholarship Program shall be administered by the Board of AWLF in accordance with the AWLF’s strategic plan, which is devoted to charitable purposes to better the lives of women and girls. All decisions of the AWLF Board in reviewing applications and administering this Scholarship Program are final.

3. THE SCHOLARSHIP FUND

For the Scholarship Program, an annual maximum of \$15,000 in Scholarships will be awarded. The Board of AWLF has sole discretion in determining the number and amounts of the Scholarships to be disbursed. All amounts are in U.S. dollars.

4. SCHOLARSHIP ELIGIBILITY AND LIMITATIONS

Scholarships will be awarded based primarily on need and quality of the proposed Scholarship. Priority of Scholarship awards will be given to members of the Association for Women Lawyers of Greater Kansas City (“AWL”). AWLF reserves the right to make exceptions and award Scholarships to applicants who are not current members. Scholarship awards are not transferable and may not be substituted. All federal, state and local taxes are the responsibility of the Scholarship recipients. The scholarship program is intended to provide meaningful assistance to a wide audience. Therefore, each individual scholarship recipient shall be limited to a maximum annual distribution of \$2,000 and a maximum lifetime distribution of \$6,000.

5. APPLICATION DEADLINES

When the Scholarship requested is for an event, applications are due 45 days before the date of the first day of the event for which the Scholarship is requested, or 45 days before the deadline to apply for the event, which ever is earlier. Early application is recommended. AWLF will not be responsible for lost or misdirected e-mail mail, or applications that arrive after the deadline.

6. FORM OF APPLICATION

To apply, submit an official application form (see attached) and a 250-word maximum, typed essay. The essay must include:

- Why you are applying for an AWLF Scholarship;
- How the event/conference/educational opportunity for which you apply is aligned with and will benefit your professional goals; and
- The basis and extent of your need for this Scholarship.

Applications and essays will be judged demonstration of commitment to the applicant's professional development and/or career, and the possible impact of the Scholarship on the life of the recipient, her profession and/or her community. Applicants will be asked to provide receipts, proof of enrollment, documentation of coursework, educational acceptance, and/or other information related to the application. Applicants may also be subject to an interview. Applications will be accepted electronically and shall be e-mailed to Karan Garrison at kgarrison@offmyplatter.com.

7. REIMBURSEMENT PROCESS

One reimbursement check will be paid to the scholarship recipient AFTER the scholarship recipient has attended the event for which they are awarded a scholarship and only upon submission of PAID receipts to AWLF. Copies of registrations are not sufficient. The amount reimbursed must correspond to the amount requested on the application, and cannot be greater than the amount requested and approved. However, reimbursement of a lesser amount is acceptable. Please submit one request containing copies of your paid receipts for reimbursement, along with a 50-100 word testimonial on the benefits you received from the Scholarship that AWLF may use for promotional purposes, no later than 30 days following the event to Karan Garrison at kgarrison@offmyplatter.com.

8. SUPPORTED EVENTS/FUNDING

This Scholarship Program includes Scholarships for, but is not limited to, registration and reasonable related fees for the following:

- MODL Annual Meeting
- MATA Annual Meeting
- KCMBA Trial Academy
- KCMBA Leadership Academy
- KCMBA Bench-Bar and Boardroom Conference
- Missouri Bar Leadership Academy
- Missouri Bar Solo and Small Firm Conference
- Missouri Bar Family Law Conference
- Kansas Bar Association Annual Meeting and other meetings
- KTLA Annual Meeting
- Membership in professional organizations
- Continuing Legal Education
- Other legal or professional seminars, meetings and events aligned with professional education and/or development of the applicant.

9. RELEASE AND WAIVER

Scholarship recipients grant AWLF the right to use their name, likeness, essay, testimonial and application for any advertising, promotion and/or publicity purposes without further compensation to or permission from the recipient, except where prohibited by law. Applications become the property of AWLF, and it will own all rights to all applications received. Applications will not be returned. All applications must be the sole property of the applicant. Applications must be an original work of the applicant.

With the submission of an application, applicants agree to release and hold harmless AWLF, and its directors, employees, officers and agents, from any and all liability, loss or damages arising from, or in connection with, the judging of the Scholarship applications, the decision to award Scholarships, and the awarding, receipt, and/or use of misuse of Scholarship money.



ASSOCIATION FOR WOMEN LAWYERS FOUNDATION

SCHOLARSHIP APPLICATION

Date of Application: _____

CONTACT INFORMATION

Name: _____

Email: _____

Employer: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

MEMBERSHIP IN AWL

Are you a current member of AWL? Yes No

If no, are you a past member? No Yes, when: _____

Describe your past participation with AWL programs or socials: _____

PERSONAL INFORMATION

How many years have you been practicing law? _____

In what state bars are you licensed to practice law? _____

What are your principal areas of law practice? _____

How did you find out about the AWLF Scholarship Program? _____

Are you involved in any other law related organizations? *No* *Yes, please describe:*

Are you involved in any community organizations? *No* *Yes, please describe:*

Have you previously applied for/received an AWLF Scholarship? *No* *Yes, please describe amount(s) awarded, date(s) and purpose(s) of the Scholarship awards:*

ESSAY

Please attach a 250-word maximum, typed essay. The essay must include why you are applying for AWLF Scholarship, how the event/conference/educational opportunity for which you apply is aligned with and will benefit your professional goals, and the basis and extent of your need for this Scholarship.

REQUESTED SCHOLARSHIP

What is the purpose for which you will use the Scholarship funds?

What dollar amount are you requesting? _____

Please provide a detailed budget and breakdown of the requested Scholarship amount (add additional lines, as needed):

Item	Amount
Total:	

NOTE: The total amount reimbursed will not exceed the total amount requested in this section.

Please attach a copy of any promotional materials describing the event or purpose of your Scholarship application.