



## Large-Scale Managers Workshop Grant Application

**Application Deadline:** June 28, 2019

### Grant Overview

The Large-Scale Managers Committee (LSMC) has established grant funds to provide financial support for large-scale managers, who are in need, to attend the annual Workshop. Two grant recipients will receive complimentary Workshop registration and a maximum of \$1,000 to cover expenses related to the 2018 Workshop. Two scholarships are available for the 2018 Workshop.

The 2019 Workshop will be held in Sugar Land, Texas from September 11-14, 2019.

Judges for the grants are the immediate past Workshop host, the current Workshop host, the and at least one other member of the LSMC chair and vice chair and a member of the LSMC as appointed by the chair.

### Applicant and Grant Criteria

#### Grant Requirements

- Grant funds shall be used for travel and/or lodging directly related to the 2019 CAI Large-Scale Managers Workshop. Registration fees will be waived, and lodging/travel expenses will be reimbursed after the Workshop, upon presentation of receipts up the remaining \$1,000.
- Grant recipients must attend the full Workshop.
- Grant applicants must be a CAI manager member in good standing.
- Grant applicants must be or must have been previously employed as a general manager or executive director level large-scale community manager. (*Large-scale community is defined as a community providing municipal type services with a minimum of 1,000 units or minimum of 1,000 acres and a minimum of \$2 million operating budget.*)
- Only one grant per association per year will be awarded.
- Only one grant per individual (lifetime) will be awarded.
- **Unemployed applicants will receive priority consideration.**
- Timeline:
  - Deadline to submit application is June 28, 2019
  - Winners are notified by July 19, 2019

### Application

Full Name: \_\_\_\_\_

Designations: \_\_\_\_\_

Title: \_\_\_\_\_

CAI Member #: \_\_\_\_\_

Community: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Business Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_ Website: \_\_\_\_\_

Board President's Name: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Length of time as general manager/executive director: \_\_\_\_\_

Are you currently employed as a large-scale community manager?  Yes  No

Have you attended a Workshop in the past?  Yes  No

If yes, when? \_\_\_\_\_

If you are not awarded a scholarship, will you still attend the Workshop this year?  Yes  No

In 200 words or less, please summarize why you feel you are qualified to receive this scholarship, including financial need. ***(Please answer on a separate page)***

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**PLEASE SEND THE COMPLETED APPLICATION TO:**

**Email : [cwallace@caionline.org](mailto:cwallace@caionline.org)**

**Deadline: Friday, June 28, 2019**

**Community Associations Institute**

Large-Scale Managers Committee – Grant Application

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