



Personal Renewal Scholarship Application Guide

What's the purpose of these Scholarships?

It's individual --meaning, when it comes to renewing yourself, one size does not fit all. You are in the best position to ponder, reflect and seriously consider what could invigorate your professional life. So, make this really work for *you*.

What are acceptable ways to spend the money?

The litmus test is: can you make the case that your request will result in you being renewed personally or professionally? Does it do something for *you, now* and will it likely lead to a better you in the future?

But what are some examples?

Fellows have made requests to do everything from purchase equipment to attend conferences to travel to finishing degrees to networking to learning new skills.

Are there any changes since previous years?

Yes, we are returning to our original intent of supporting both personal and professional renewal options. In previous years we focused on professional renewal solely. The reality is...this is about YOU identifying how to renew yourself personally. Make it personal, and you will honor the intent here.

What's the process for receiving money?

You may request up to \$1000 to spend on your professional renewal by filling out the official request form. Email or fax it to the office. You will receive timely notification of your approval status. If approved, we will then make payment arrangements based upon your request. Our preferences are to either cut a check to your vendor or pay via our credit card. In very limited circumstances, we will reimburse you directly.

Miscellaneous Pointers:

- ❑ You must do your own shopping. Feel free to share what you're looking for with other fellows to get help.
- ❑ Please help make payment arrangements as simple and easy as possible. There is an expectation that you will be making major purchases with your dollars. Numerous requests for small amounts will not likely be approved. (e.g.- buy your camera, the cables and tapes in one purchase)

Staff Process

- Tom will approve, reject or request more info
- Admin will notify fellow of status
- Admin will make purchases using credit card as necessary
- AYS will cut and mail checks as requested

Please email any questions, tentative ideas or thoughts to tom@thejourneyonline.org or fax to (317) 875-5285.