



Bruce Belon Scholarship Funds ***Policy & Procedures***

Bruce Belon was President of the National IAAO organization from September 1997/1998 who passed suddenly and unexpectedly in at the annual conference. Bruce was a strong supporter and co-founder of the current Arizona Chapter, a Department of Revenue Colleague and a dear friend to many in the profession of tax assessment. In his memory the Local Chapter has dedicated this scholarship fund.

Objective:

The objectives of this fund are to provide financial assistance and encourage participation in educational programs related to property taxation or appraisal to the Chapter membership. The scholarship funds will only be used to assist members to attend educational programs.

Qualifications for Application:

Applicant must have been a regular Chapter member in good standing and have not received other Chapter Scholarship funds for the 24 months preceding the date of the program applied for. The Executive Board may waive the 24-month requirement at their discretion.

Selection Process:

Applicants who have contributed to the goals of the local Chapter, attended meetings or is a candidate for certification will be given preference, otherwise, the applications will be considered on a first come, first serve basis.

Funding and Scholarship Amounts:

Beginning calendar year 2015, the local chapter enhanced the scholarship fund and increased the annual amount of total available funds from \$1,600 to \$4,000. Chapter members will now have the opportunity to attend courses and conferences that may not be paid for by their agency/employer. The Bruce Belon Scholarship now has an Education Fund and a Tax Conference Fund, and every year each fund will be funded with \$2,000 for scholarships. The Education Scholarship Fund will focus on educational programs such as IAAO course offerings and the Tax Conference Fund can be used to finance conference attendance expenses such as the IAAO Conference and the Arizona Tax Conference. Scholarships may not exceed \$500.00 for any one scholarship.

Applicants will be reimbursed by the Chapter Treasurer after proof of attendance or proof of pass/fail of the approved program and after receipt of payment has been provided. No Scholarship funds shall be provided that exceeds the difference between the total cost of the program and any amount of reimbursement from any other source.

Condition of Acceptance

As a condition of receiving the scholarship funds, the recipient must either provide a presentation at a general membership meeting or write an article for the newsletter specifically sharing the information obtained or given at the program attended.

Application Process:

Applications must be completed and submitted to the Chapter Treasurer at the Chapter mailing address 60 days in advance of any program applied for. The Treasurer will confirm the facts as stated on the application and forward the application to the "Bruce Belon Scholarship Fund Committee" for consideration.

The Committee will meet within two weeks of receipt of the application and will forward within 2 days their recommendations to the President of the Chapter for consideration by the Executive committee. In the event that the applicant is a "Committee" member, the application will be forwarded to the Executive Board, not the Committee, for consideration. The Executive Board will approve or deny the application no less than 14 days prior to the start date of the program applied for. If the application is approved the Chapter Treasurer will so inform the applicant.

Requirements for Issuance of Funds

After the applicant attends and completes the program, receipt of payment, proof of attendance or pass/fail and a statement of any reimbursement amount(s) will be submitted to the Chapter Treasurer. Within a period of 30 days the Treasurer will issue a check as approved by the Executive Board for the program cost with the following provisions:

- 1) The amount may not to exceed \$500.00.
- 2) The scholarship amount may not exceed the difference between the total cost of the program and any reimbursement amount(s) from all sources.

This Scholarship fund has been in effect since May 1, 1999. For further information, please contact chapter board members, <http://www.aziaao.org>.