

Judy Martz Women in Leadership Award Application Guidelines

1. **Eligibility Requirements:** Montana women meeting the following criteria are eligible to apply for this award:
 - a. Must be a resident of the State of Montana.
 - b. Must be at least eighteen years of age.
 - c. Ideal applicants for this award demonstrate leadership potential and a vision for their future leadership, preferably in service to Montana.

2. **Use of Funds:** Recognizing the multitude of opportunities that may exist for recipients of these funds, the approved usage of funds may include (but not be limited to) the following:
 - a. Scholarship to fund approved educational expenses in pursuit of a college degree or certificate (undergraduate or graduate);
 - b. Professional training opportunities (e.g., certification or conference specific to one's profession);
 - c. Leadership professional development (e.g., Leadership Montana, REAL MT, or similar opportunity);
 - d. Fellowship opportunities;
 - e. Assistance in starting a business, (such as business licensing, training, consulting, etc.;
 - f. Another opportunity not described above; and/or
 - g. Related expenses (e.g., travel) to participate in professional development opportunity.
 - h. **Under no circumstances may funds be used for partisan political activities or events.**

3. **Application Process:** To apply for this award, please submit the following:
 - a. Cover letter
 - b. Resume (include formal employment and community service)
 - c. Proposed budget for funds from the Judy Martz Women in Leadership Fund (please include tuition, fees, travel expenses, and any other expenses that would be addressed with these funds, totaling no more than \$5,000). Tuition and fees will be paid directly to the training provider; travel and other approved expenses will be paid to the award recipient, based on receipts.
 - d. Responses to the following questions, totaling no more than two pages:
 - i. Who are your leadership role models, and how have you applied what they have they taught you about leadership?
 - ii. Describe your leadership journey thus far, and your aspirations for the future. How will this award help you achieve your goals?
 - iii. How will Montana, and other women, benefit from your efforts?
 - iv. If you are not selected for this award, how will you pursue your leadership goals?

- e. Submit the items listed above to the Montana Chamber Foundation by March 31, 2019.
- f. Finalists for the award will be invited to meet with the selection committee over the next six weeks, and the recipient(s) will be selected and announced by mid-May.
- g. Recipient(s) will submit a one-page report upon the completion of their program, informing the committee of the impact of this award on their leadership journey. Statements made in the final report may be used for future promotional activities. By applying for this award, applicants agree that their statements may be used for promotional activities.