



## **BOMA Iowa Scholarship Policies**

In recognition of the BOMA Iowa Chapter's focus on excellence and commitment to education, the chapter has established the BOMA Iowa Scholarship. Applicants must be currently entering, pursuing, or engaged in a career in the property or facility management industries.

The one-time award(s) will have a maximum value that applies to Course Registration and ComputerBased Testing (CBT) fees only. Enrollment fees, travel expenses, and other fees are the responsibility of the recipient. The award is not limited to a specific number of Course Registrations or a specific delivery method, but recipients have 18 months in which to use the value of the award, after which time any remaining value will be forfeited.

Recipients are required to successfully complete the course examination in order to register for the next course within the maximum value of the award. Recipients who do not achieve a passing score will be allowed one examination retake at their expense. If a passing score is not achieved upon retaking the examination, the remainder of the award will be forfeited.

Applicants must submit the following as incomplete applications will not be considered:

- **Application Form**
- **Resume**
- **Personal Statement**

The applicant's personal statement should be limited to one page and include the following:

- An explanation of financial need for scholarship assistance.
  - A statement of purpose and intent, including career objectives and any other information, such as community service, leadership activities, etc., which would aid the committee in the decision-making process.
  - How a BOMI International education would impact the applicant's professional career.
  - An indication of whether or not the applicant is eligible to receive financial support from employer or other professional association.
- **Two Recommendations**
    - Both recommendations should be from an industry source (employer, mentor, instructor, etc.), and one should be a BOMI International designation graduate (RPA®, FMA®, SMA®, or SMT®).
    - Applicants new to the industry may provide an alternate recommendation from a second industry source or education source in lieu of the designation graduate recommendation.
    - Recommendations should attest to your academic abilities, character, and qualifications.
    - Recommendations should be sent from work email addresses to [bomaiowa@gmail.com](mailto:bomaiowa@gmail.com).

Applications will be evaluated in an objective and nondiscriminatory manner by an independent committee of experienced members of the industry that make up the BOMA Iowa Board of Directors. No scholarships may be awarded to an officer, manager or trustee of BOMA International, nor to a member of the independent committee, nor to a substantial contributor. Record of scholarships will be kept within the BOMA Iowa budget.

Scholarship recipients must remain employed by a member company in good standing throughout the scholarship award period. If a recipient retires, resigns, is terminated, or otherwise ceases employment with a member company before all scholarship funds have been distributed, the recipient will forfeit any unpaid scholarship funds. Any funds already disbursed will not be affected unless otherwise specified by the scholarship program.