

BOMA Dallas Foundation Scholarship Application: **Professional Development**

The Dallas BOMA Foundation promotes professionalism in the commercial real estate industry by providing partial scholarships to industry education and training classes.

Eligibility

Scholarships are available to a person who meets one of the below criteria:

- Who are members in good standing of BOMA Dallas.
- Who are employed in management, operations, engineering or maintenance of BOMA Dallas member companies. These persons do not have to be members of BOMA Dallas but must work for a company that has a principal member who is a BOMA Dallas member.
- Who are seeking a designation through BOMA Dallas (through the Building Owners and Managers Institute, BOMI). These persons do not have to be members of BOMA Dallas but must work for a company that has a principal member who is a BOMA Dallas member.
- Who are students enrolled in a college or technically oriented program related to the commercial real estate industry. These persons must demonstrate an interest in commercial real estate and must agree to become a student member of BOMA Dallas if a scholarship is awarded. Student membership would be defined and administered by the membership committee of BOMA Dallas, and approved by the Board of Directors of BOMA Dallas.

Professional Development

This application is for eligible persons who wish to attend professional development or education courses offered by BOMA or educational courses offered by BOMA Dallas, including:

- BOMA International Conference
- BOMA Southwest Regional Conference
- BOMA MOB & Healthcare Conference
- Texas Real Estate Commission

Eligible persons who desire to attend either a Regional or International conference sponsored by BOMA and whose employer or property owner will not reimburse the costs to attend. The scholarship is intended to allow the recipient to attend the education opportunities at these conferences.

Applying for an INITIAL Scholarship

- Complete the application
- Write a personal statement
- Provide two signed letters of recommendation

Applying for a SUBSEQUENT Scholarship

- Complete the application
- Write a one page summary
- Provide records showing successful completion of the conference education programs for which the earlier scholarship was awarded (i.e. signed attendance sheet provided by BOMA Dallas).
- Provide two signed letters of recommendation if prior letters are more than twelve (12) months old.

Checklist of Items to be Submitted as Part of Application Process:

- Signed application
- 2 letters of recommendation
- Personal statement (initial) **OR** Summary (subsequent)
- Records showing passing average in course from earlier scholarship (if applicable)

*****Incomplete applications, not containing the above required materials, will not be considered.***

Applicant's Name:

BOMA Dallas Foundation Scholarship Application: Professional Development

Is this your first request for a scholarship?

- YES: please include initial scholarship paperwork.
- NO: please include subsequent scholarship paperwork.

Personal Information

Name: _____

Current Employer: _____

Mailing Address: Business Home

Phone Number:

(Please check daytime #) Business _____ Home _____

E-mail Address: _____

Is there a financial need for this scholarship?

Yes ____ No ____

Personal Statement (Initial)

Please answer the following questions within a single essay format. The essay must not be more than 2 pages, double spaced, Times New Roman, 12pt font.

- How will your study of commercial real estate contribute to your immediate or long range goals?
- Why do you want to be a real estate professional?
- What personal characteristics do you possess that would lead you to excel in this career path?
- What volunteer jobs and work have you completed in the past two (2) years?
- Why are you pursuing this particular scholarship (designated above)?

Summary (Subsequent)

Please answer the following questions within a single essay format. The essay must not be more than 1 page, double spaced, Times New Roman, 12pt font.

- Why are you applying for the Professional Development designation scholarship again?
- Explain the benefits you received from your initial scholarship.

Value and Terms of the Award

Please select which professional development you are applying for:

- Full payment for Southwest Regional Conference up to \$1,500
- Full payment for BOMA International Medical Office Building Conference up to \$1,500
- Full payment for BOMA International Conference & Expo up to \$2,500
 - Conference Fees Include:
 - Conference Registration
 - Hotel Arrangements
 - Flight Arrangements
 - Attendance at conference education sessions is mandatory

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- Texas Real Estate Commission Fees & Courses up to \$1,000
- Award must be used within the calendar year of the issued date
- Award may only be used by the person to whom it was been awarded
- Award is non-transferable

Evaluation Procedure

Applications will be evaluated in an objective and nondiscriminatory manner by an independent committee of experienced members of the industry. No scholarship may be awarded to an officer, manager or Trustee of The Foundation, or to a member of the independent committee, nor to a substantial contributor. Family members of the aforementioned individuals are also not eligible to receive scholarship awards.

Members of the Independent Committee performing the evaluation will use a grading matrix to facilitate their review and decision making. This matrix is included in this Terms and Conditions Manual and may be modified from time to time as the need arises.

The applicant certifies that the information provided is complete and accurate. The applicant also agrees to provide supporting documentation to verify the information in the application. By submission of an application the applicant agrees to allow BOMA Dallas, The Foundation and BOMI International to publish his/her name as the award recipient in promotional materials should he/she be selected to receive the scholarship award. The applicant further agrees to indemnify and hold harmless The Foundation, its directors, officers, employees, agents and committee members from any and all claims arising out of the application, selection or participation in this scholarship program. The applicant also authorizes and consents to representatives of The Foundation contacting those persons or institutions listed on the application and its attachments for purposes of verification of the information contained herein.

(Signature)

(Date)

Applicant's Name: