



## California Scholarship Guidelines

The 2015 National Sexual Assault Conference (NSAC) will be held on September 2 - 4, 2015 at the Westin Bonaventure Hotel in Los Angeles, California. Cal OES Statewide Training Pre-Conferences will be scheduled to be held on August 31 and September 1, 2015.

Cal OES is sponsoring one or more scholarships to Cal OES funded Rape Crisis Centers (RCC's). One scholarship is available per Cal OES RCC Grant. If funding becomes available, you may be eligible for additional scholarships. There are limited scholarships available, so please, apply early for this opportunity. In the interest of increasing the diversity of participants at CALCASA's Pre-Conference Training and the 2015 National Sexual Assault Conference, recipients are required to meet the following criteria:

### 1. Required Qualifications

- a) Have experience and skills working with underserved communities.
- b) Must attend one or more Cal OES pre-conferences.
- c) Must attend the entire conference.

### 2. Valued Qualifications

- a) Bilingual or multilingual.
- b) Have life experience and skills that would enhance their agency's ability to serve or create a meaningful connection to underserved communities.
- c) Are attending the National Sexual Assault Conference for the first time.

### 3. Eligible expenses:

#### a) Travel Expenses:

- Airfare/Amtrak (travel can only be within California and cannot originate or extend outside California), and we ask that participants find the most economical form of travel.

**OR**

- Mileage at \$0.565 per mile: Round trip mileage from office to conference site (Google map is required for verification purposes).

#### b) Lodging expenses:

- Lodging at the Sheraton Los Angeles Downtown Hotel is offered at the California Government rate of \$120 (plus fees & taxes) per night, and is only available for attendees whose agency is more than 50 miles from the conference site.

### 4. Ineligible expenses:

- a) Registration fees
- b) Baggage fees
- c) Parking fees
- d) Rental cars or direct fuel/gasoline expenses
- e) Sightseeing, recreational, or non-conference related travel expenses
- f) Food or per diem related costs



## 5. Application

- a) Please make sure your agency/organization's Executive Director or supervisor approves your scholarship by signing the application below.
- b) Participants may be eligible for a scholarship regardless of race, color, national origin, sex, sexual orientation, religion, disability or age.
- c) All estimated costs on the scholarship applications are subject to approval and not guaranteed.
- d) Please complete your application form, sign and return to [scholarships@calcasa.org](mailto:scholarships@calcasa.org).
- e) Please note that scholarships are awarded on a **first-come, first-serve basis**, so early submission of your application is encouraged.
- f) Early registration fee for CALCASA members is \$325. In order to be eligible for the discounted rate, agencies must be a current 2015 CALCASA member. Registration fees for non-CALCASA members are \$425. (If you have not renewed your 2015 CALCASA membership, please contact Villena Koumis at [villena@calcasa.org](mailto:villena@calcasa.org)).
- g) Scholarship applications submitted after **June 30, 2015** will be awarded only as funds are available.

## 6. Approval of Scholarship

- a) Recipient agrees to attend one or more of the Cal OES pre-conference workshops listed below as well as the NSAC conference:
  - Cal OES Statewide Training Institute: "Implementing PREA: Addressing Sexual Assault in Prisons, Jails, and Detentions Centers"
  - Cal OES Statewide Training Institute: " Addressing Sexual Assault on College and University Campuses"
  - Cal OES Statewide Executive Directors Meeting (**Executive Directors Only**).
- b) Recipient agrees to the CALCASA approved amount of the scholarship.
- c) The approved scholarship amount is **non-negotiable** and **non-transferable**.
- d) Only the approved estimated costs will be reimbursed, any costs exceeding the estimates are the responsibility of the attendee.
- e) If the attendee does not fully attend or cancels their registration to the conference CALCASA will not provide a scholarship.

## 7. Reimbursement

- a) Reimbursement forms will be sent electronically to each scholarship recipient prior to the conference and on the last day of the conference.
- b) In order to be eligible for reimbursement, recipient agrees to submit electronically or by fax a complete, signed reimbursement form with receipts to CALCASA no later than **September 21, 2015**.
- c) CALCASA plans to process all requests and issue checks to the recipients within 4-6 weeks after signed reimbursement form and all required receipts are received.
- d) We encourage the participant to keep all receipts and retain a copy of the scholarship application and approval form for their records.
- e) Reimbursement forms will not be accepted after **September 21, 2015. NO EXCEPTIONS!**

Please send all inquiries to: [scholarships@calcasa.org](mailto:scholarships@calcasa.org)



## California Scholarship Application

Scholarship awards are issued in the form of a check reimbursement, **not a cash advance**. The amount of the scholarship is based on your estimated costs to attend the conference. Please complete this application form, sign and return to [scholarships@calcasa.org](mailto:scholarships@calcasa.org).

**Please select one or more of the Cal OES Pre-Conference(s) you plan to attend:**

Cal OES Statewide Training Institute: "Implementing PREA: Addressing Sexual Assault in Prisons, Jails and Detention Centers" Monday, August 31, 2015 from 10:00 a.m. – 4:00 p.m.

Cal OES Statewide Training Institute: "Addressing Sexual Assault on College and University Campuses" Tuesday, September 1, 2015 from 9:00 a.m. – 2:30 p.m.

Cal OES Statewide Executive Directors Meeting (**Executive Directors only**)  
Monday, August 31, 2015 from 10:00 a.m. – 5:00 p.m.

**Please select one or more of the following:**

I am a staff or volunteer at a California Rape Crisis Center.

I work with underserved communities.



## California Scholarship Application

Applicant's Name:		
Agency/Organization Name:		
Street address:	City:	Zip:
Name of ED or Supervisor:		
Email:	Phone:	Fax:
Travel Start Date:	Travel Start Time:	
Travel End Date:	Travel End Time:	
<b>Estimated Conference Expenses</b>	<b>Estimated Cost</b>	<b>Approved Amount</b>
<b>Airfare/Train</b> <ul style="list-style-type: none"> <li>Must be within California</li> </ul>		
<b>Lodging</b> <ul style="list-style-type: none"> <li>Sheraton Los Angeles Downtown Hotel is set at the California government rate of \$120 per night plus applicable taxes and fees (15.57%) <b>for a total of \$138.68 per night</b></li> <li>Lodging is only available for attendees traveling more than 50 miles one way from their office</li> </ul> <p style="text-align: right;"><b>Enter number of nights staying over:</b> <input style="width: 80px; height: 20px;" type="text"/></p>		
<b>Mileage</b> <ul style="list-style-type: none"> <li>Round-trip \$0.565 cents per mile</li> <li>Map required to verify miles</li> </ul> <p style="text-align: right;"><b>Enter total round trip number of mileage:</b> <input style="width: 80px; height: 20px;" type="text"/></p>		
<b>TOTAL</b>		

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
ED or Supervisor Signature

\_\_\_\_\_  
Date