



Pat Baldwin Education Financial Assistance Fund Criteria

1. Who can apply?
 - a. Current ASEA Members
 - b. If not a current member, applicant must include a letter of recommendation from a current ASEA member sponsor
2. Award Limits
 - a. Maximum of \$1,000.00 will be awarded from the fund, per year
 - b. Maximum of \$500.00 per recipient, per year
3. Applications must be submitted to The Committee no later than 45 days prior to the event
4. Completed applications must be submitted via email. Email address for submission is: PatBaldwinEFAF@asea.org.
5. The committee will meet within 10 days of receipt of all applications to review the applications
6. Recipients and non-recipients will be notified via phone call and then via written letter.
7. Recipients are required to report back to The Committee about their experience.
 - a. Questions will be provided to assist with this process

- b. Specifics of the report will be catered to each event by The Committee
 - c. Additional requirements may be requested at the sole discretion of The Committee
8. Should there be a need for an interview, a representative of The Committee will contact the applicant to schedule a convenient time and method for completing said interview with no less than two (2) members of The Committee in attendance.
9. There are no limits to the amount of times that any one person may apply for the award.

10. List of approved events:

- Partners Conference
- AEA
- AEA Webinars
- ASEA
- LTAA Joint
- LTAA Conference
- ALTA
- Membership Fee/Renewal
- PD Certification
- Multiple ASEA Education Credits leading to PD Certification

**This criteria may be updated or revised at any time at the sole discretion of The Committee.