



## Chamberlain Scholarship Guidelines

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The AFP Foundation for Philanthropy is proud to offer the Chamberlain Scholarship Program for AFP ICON. This program is designed to help individuals serving nonprofit organizations develop their knowledge and skills in fundraising. The Foundation invites chapters in Accord to participate in the program by following these guidelines:

- The chapter should appoint a committee to disseminate scholarship application forms and select one qualified scholarship applicant. The Chamberlain Scholarship Recipient Form must be completed by the **Oct. 31** deadline.
- The chapter is encouraged to allocate funds locally to provide additional scholarships or help defray expenses not covered by the Chamberlain Scholarship, which covers only the full registration fee.
- The chapter must submit the Chamberlain Scholarship Recipient Form online by **Oct. 31** in order for their scholar to receive the grant. We will offer extensions on this deadline if needed. Please email [Ciera Jeter](#) to request an extension **prior to Oct. 31**.
- The scholarship will be paid directly to the AFP ICON registration and will not be sent to chapters or scholarship recipients.
- Chamberlain Scholars are responsible for registering themselves online for the conference by using a special discount code that will be provided via email from AFP Global in February. Scholars are responsible for making their own travel and lodging arrangements.
- Chamberlain Scholars who had already registered before they were named a Chamberlain Scholar are required to request a refund in writing. Instructions will be provided in the congratulatory email.
- Chapters are asked to be certain their Chamberlain Scholars are aware that they must wait for special registration codes from AFP Global before they will be allowed to register online at reduced rates.
- Chapters are asked to be certain their Chamberlain Scholars are aware that **all individuals must provide proof of full vaccination** or they will not be granted access to this event. For more information, visit the [Policies section](#).



**Chapters will select their Chamberlain Scholar based on the following criteria:**

- Candidate is employed as a fundraising professional or, if candidate is an executive director, a substantial amount of time must be devoted to fundraising.
- Candidate has never attended an AFP or NSFRE International Conference on Fundraising as a registered participant (unless as a member of the Conference Host Committee) and is enthusiastic to attend the full conference as scheduled.
- Candidate must agree to complete an online evaluation form about his or her experience at AFP ICON.
- Only one individual from any local organization or institution may be selected.
- Candidate must be willing to share their AFP ICON experience with their chapter after the conference has concluded. This can be accomplished through a report to chapter leadership, a contribution to the chapter newsletter, or an alternate contribution identified by chapter leadership.

In addition to these criteria, the AFP Scholarship Committee encourages all participating chapters to consider diversity and financial need when allocating scholarship funds. Chapters may add additional criteria (e.g., whether to choose members or non-members,) if they so desire. Chapters are encouraged to match the Foundation grant with their own funds.

If chapters have difficulty getting applicants who have never attended an AFP conference in the past, we encourage promotion of this scholarship to new members who have recently joined the chapter.

The AFP Foundation for Philanthropy appreciates the assistance of chapters in publicizing the Chamberlain Scholarship program through the local media.