Scholarship Request
NC Child Passenger Safety Technician Certification Training

The NC Governor's Highway Safety Program (GHSP) is offering a limited number of scholarships to help students with lodging and meal expenses for GHSP sponsored or co-sponsored certification classes. These scholarships are administered by and available through the NC Department of Insurance, Office of State Fire Marshal (OSFM).

Eligibility criteria for these scholarships are that the individual must live at least 35 miles away from the training site and that travel expenses are not available through the student's agency. The signature of the applicant's supervisor is required for confirmation that the applicant meets these criteria.

If awarded a scholarship, you are responsible for making your own hotel reservation and paying for your room and meals. **Allowable expenses will be reimbursed after the class and after your attendance for the entire class is confirmed by OSFM with the Lead Instructor.** Meals and lodging will be reimbursed at state rates which are: Hotel: 65.90 + tax, Breakfast: $7.75, Lunch: $10.10, and Dinner: $17.30. If approved, you will receive an e-mail confirmation with additional reimbursement information.

Name: First _____ **Last** _____

Agency: _____

Address: _____

_____

City: _____ **State:** _____ **Zip:** _____ **County:** _____

E-mail: _____ (required)

Phone: ( ) _____

Class Location: _____ **Class Dates:** _____

Traveling Distance: _____ miles

Reimbursement Request: ☐ Meals only ☐ Lodging only ☐ Meals and Lodging

Narrative: (Briefly explain why you are attending the class and how you plan to use your certification to benefit your agency and your community.)

Requestor Name: _____

Signature: _____

Supervisor Name: _____

Signature: _____

Please send your completed request form to: Allison Cummings, NC DOI-OSFM
1202 Mail Service Center; Raleigh, NC 27699-1202
E-mail questions to: Allison.cummings@ncdoi.ngov

Revised 09/17/09