



Oklahoma Chamber of Commerce Executives

**2024 Winter Institute Scholarship Application
Tucson, AZ | January 3-7, 2024**

Application Deadline – Friday, August 18, 2023

Name: _____ **Title:** _____

Chamber: _____

Chamber Address: _____

Phone: _____ **Email:** _____

Time at current chamber: _____ **Time in current position:** _____

Length of time in chamber industry: _____ **Employed:** Part Time Full Time

Are you applying for the: 1st Year Attendee Scholarship 2-4 Year Attendee Scholarship

Annual Budget: _____ **Budget for Professional Development:** _____

For the previous fiscal year, budget goals: Were Meet Were Exceeded Fell Short

Organizations you/your chamber are members of:

___ OCCE ___ ACCE ___ Other (please list below)

What OCCE events/programs have you attended in the past?

What other chamber/association professional training have you attended in the past?

Have you previously received a scholarship from OCCE? If so, please describe.

Do you have funds to cover related expenses for the conference (hotel, etc.)? Yes No

Please attach a document highlighting:

1. Your professional development goals
2. Why you want to attend Institute
3. What you hope to gain by attending Institute
4. How you plan on utilizing the skills/training you gain

Application Requirements and Selection Criteria:

1. Application was submitted by deadline.
2. Applicant must be employed in chamber profession.
3. Applicant must be the chief executive or management employee who has demonstrated potential interest in a career in the chamber management field.
4. Applicant must be current member of OCCE.
5. Organization must have the ability and willingness to pay remaining costs of the program of study.
6. Letter of stating costs of program will be paid for program from Board Chair if applicant is President/Executive Director or President/Executive Director if applicant is staff.
7. Financial need shall be considered providing above criteria are met.

NOTE: 2nd – 4th year attendees – scholarship will be reimbursed back to the chamber after registration. 1st year scholarship recipient will forfeit if first year attendee has registered prior to receiving scholarship.

Please return form via email to:

Ruth Littlefield

P.O. Box 1729

Broken Arrow, OK 74013-1729

ruth@littlefieldmanagement.com

(918) 630-6049

**DEADLINE FOR APPLICATION IS FRIDAY,
AUGUST 18, 2023, AT 5:00PM**