

The Public Risk Management Association (PRIMA) is accepting scholarship applications to assist qualified Non-Risk Managers to attend the 2025 PRIMA Annual Conference. Non-Risk Managers have the responsibility of supervising and directing the position of Risk Managers in his/her public entity, but do not have the responsibility of the day to day to job functions of the Risk Manager.

**APPLICATION DEADLINE: Friday, February 7, 2025**

**Scholarship Benefits:**

Each scholarship recipient receives \$1,500 in financial assistance to be applied to a complimentary registration to the PRIMA's Annual Conference and **THREE** nights of lodging plus a \$250 stipend to help offset travel costs.

**Criteria:**

Applicants will be judged based on the following criteria:

- Be a leadership level manager with a public entity, including positions such as CFO, Director, Executive Director, Deputy Director or Superintendent for at least two years;
- Financial need or severity of budget constraints;
- Demonstrate experience in supervising or directing employees in the risk management field;
- Years of public sector risk management experience;
- Have **not attended PRIMA's Annual Conference within the last three years**;
- Be administratively responsible for providing risk management services to the public entity;
- **MUST** include your current resume.



You do not have to be a PRIMA member to apply. Only one individual per organization may receive a scholarship in a single year.

**Application Procedure:**

Applicants must complete the Non-Risk Manager Scholarship Application Form on **page 2**. The application must include all supporting documentation.

**Completed application MUST be received by Friday, February 7, 2025**  
**Applications received after this date will be rejected.**

You are highly encouraged to electronically submit your application packet to Paul Gerard at [pgerard@primacentral.org](mailto:pgerard@primacentral.org), with the subject line: **Non-Risk Manager Scholarship.**

You may also mail your application packet to:

Attn: Non-Risk Manager Scholarship  
Public Risk Management Association  
700 South Washington Street  
Suite 218  
Alexandria, VA 22314-4291



**Recipient's Responsibilities**

It is not expected that the \$1,500 scholarship award will cover every expense related to attending the conference. Recipients will be responsible for funding the expenses not covered by the award. Recipients are expected to attend a full complement of educational sessions and other events held during PRIMA's 2025 Annual Conference. Recipients also will be asked to complete a brief evaluation of the scholarship program at the end of the conference. This **scholarship is not transferable** and in the case that the applicant cannot attend PRIMA's 2025 Annual Conference the recipient must notify PRIMA **within five days** of receiving notification of the scholarship award.



**Application Contact Information**

Please type or print.

<b>Name of Applicant:</b>	
<b>Title:</b>	
<b>Organization:</b>	
<b>Current Mailing Address:</b>	
<b>City, State and Zip Code:</b>	
<b>Phone Number:</b>	
<b>E-mail:</b>	
<b>Membership Number: (if applicable)</b>	

How many years of public sector risk management experience do you have?

- 1 -5 years    6-10 years    11-15 years    16-20 years    21-25 years    25 or more years

Have you attended PRIMA's Annual Conference in the past?    Yes    No

If yes, what was the last year you attended PRIMA's Annual Conference? \_\_\_\_\_

How many employees are in your entity? \_\_\_\_\_

How many Risk Managers are in your entity? \_\_\_\_\_

Do you supervise any other departments in your entity?    Yes    No

If yes, how many? \_\_\_\_\_

**On a separate sheet of paper, please answer the following questions.**

1. Please provide a brief statement of financial need.
2. In 500 words or less, please state your expectations, purpose and goals in attending the conference:

**If selected, I agree to attend the PRIMA Annual Conference, June 1-4, 2025, in Seattle, WA.**

**Print Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_      **Date:** \_\_\_\_\_