ARDATH M. CADE SCHOLARSHIP FOR EMERGING LEADERS

ARUNDEL COMMUNITY DEVELOPMENT SERVICES, INC.
Updated December 2025

APPLICATION INSTRUCTIONS
Please note: Applications will be considered on a rolling basis until the Fund allotment has been expended for that calendar year; applicants should allow at least 4 weeks for consideration and approval. Typically, the scholarship will award up to $6,000 per year, with a maximum of $1,500 per individual. Reimbursement requests for professional development trainings taken <u>prior</u> to AMC award approval will not be considered.

ELIGIBILITY

Applicant must be a leader or emerging leader working in and serving the needs of Anne Arundel County communities.

AWARD GUIDELINES

1. Scholarship will be administered by ACDS, and awards will be approved by the AMC Committee consisting of the ACDS Chief Executive Officer or designee; Scholarship Founder, Tara Clifford; Scholarship Honoree Ardath Cade; and an ACDS Board Member.

2. Training must be identified before applying for the scholarship; scholarship funds must be expended within one year of scholarship commitment.

3. Priority will be given to those applicants who plan to obtain certification and/or new credentials and/or to develop or expand specific professional skills.

4. Scholarship may be used only to cover costs for the training/course and/or associated travel, if applicable, and is reimbursable according to the ACDS Training and Professional Development Policies and Procedures.

5. Recipient must provide a brief written summary of the value gained through the professional development opportunity and may be asked to share photos and/or details of their experience during meetings with funders, elected and appointed officials and others.

CHECKLIST TO BE FOLLOWED WHEN COMPLETING THE SCHOLARSHIP APPLICATION
(Please check each item below to guarantee all information is submitted)

☐   Complete the application

☐   Prepare a separate narrative as follows: describe your position in a community development agency or your leadership in the community and provide two (2)

examples of how the course will contribute to your leadership ability to serve the community's clients. *(350 words or less)*

☐ Attach a statement of recommendation from your supervisor, or person familiar with your work, in support of your application (or in the case of community leaders, a statement of recommendation from a community reference)

☐ Submit all information by e-mail to Lindsey Banks at lbanks@acdsinc.org, Attn: AMC Scholarship

CHECKLIST TO BE FOLLOWED IF AWARDED, AND AFTER COMPLETING COURSE/TRAINING OR GAINING PROFESSIONAL DEVELOPMENT CERTIFICATION

☐ Recipient must provide the AMC Committee with a brief written summary of the value gained through the professional development opportunity, including a measurable way in which the knowledge obtained has benefitted your organization or has had a direct impact in the community.

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APPLICATION

Type all information. Submit the application and all checklist items by email to Lindsey Banks at lbanks@acdsinc.org.

APPLICANT INFORMATION

Name: _____

Address: _____

Are you a paid employee of a community development organization? ☐ Yes   ☐ No

     If yes, title and organization: _____

Are you a volunteer community development leader? ☐ Yes   ☐ No

     If yes, what is the community's name: _____

     What is your role? _____

Telephone: _____

E-mail: _____

Professional Development opportunity for which you are applying: _____

_____ *(provide link or attach brochure)* ☐ Online   ☐ In-person

Institution/Organization providing instruction:

_____

If Certification sought, identify Title and Accrediting Organization:

_____

Estimated Date(s) of Course: _____

BUDGET – USES

Course cost $ _____

Transportation cost $ _____

Please describe: _____

Lodging cost $ _____

Please describe: _____

Meal cost $ _____

Please describe: _____

Other $ _____

Please describe: _____

TOTAL: $ _____

BUDGET – SOURCES

AMC Scholarship funds $ _____
Note: A maximum of $1,500 can be requested.

Other Sources $ _____

Please describe: _____

Other Sources $ _____

Please describe: _____