



# Conference Scholarship Application

## 2024 OJP Annual Conference on Crime and Victimization

Scholarships for the OJP conference include a full conference registration and the option of one night of lodging (Tuesday, May 21, 2024 only). Recipients are responsible for their own travel expenses, their own food/meals outside of the conference-provided meals and break refreshments, noted in the agenda below.

The conference director will coordinate all room reservations for the scholarship recipients. The scholarship does not include additional room costs for any guests, or lodging for the evening before the conference begins. Scholarship recipients are not entitled to any benefits or credits offered to regular hotel guests (e.g., loyalty programs, points, etc.)

The information provided by the applicant will help ensure that this training event is accessible to service providers throughout the state and addresses the needs of all segments of the population. Preference will be given to attendees from underserved communities, to attendees from organizations with limited resources and opportunities for training, and to attendees who have not received a scholarship in the past. Least priority is assigned to prior scholarship recipients who did not attend the conference and did not provide advance notice to the conference director that they would not be attending.

To be considered for a scholarship, *all parts* of this application must be completed. Scholarships cannot be shared, split, or transferred, and group applications will not be accepted. If a scholarship recipient notifies OJP that they will not be attending, the scholarship will be awarded immediately to another applicant and no longer available to the original recipient.

Applicants will be notified of scholarship decisions by email. Scholarship recipients will be asked to register for the conference *after* the scholarship is awarded. Please do not register and pay for the conference if you are applying for a scholarship.

### Tentative Conference Schedule

#### Day One – Tuesday - May 21, 2024

7:00 - 8:00 AM	Registration Opens
7:30 - 8:00 AM	Light Breakfast
8:30 - 8:45 AM	Welcome & Opening Ceremony
8:45 -10:00 AM	Keynote Panel
10:00 - 10:30 AM	Morning Break & Transition to Breakout Sessions
10:30 - 12:00 PM	Morning Breakouts
12:00 - 1:30 PM	Lunch and Break
12:00 - 3:00 PM	Exhibitor Hall Opens
1:30 - 3:00 PM	Mid-Day Breakouts
3:00 - 3:30 PM	Afternoon Break
3:30 - 4:30 PM	Afternoon Breakouts
4:30 - 6:00 PM	Social Hour/Networking
4:45 – 5:30 PM	Pilates for All



**Day Two – Wednesday - May 22, 2024**

6:30-7:30 AM	Yoga Fusion
7:00 - 8:00 AM	Registration Opens
7:30 - 8:30 AM	Light Breakfast
8:30 - 10:00 AM	Morning Breakouts
10:00 - 10:30 AM	Morning Break & Transition to General Session Room for Keynote
10:30 - 12:00 PM	Keynote Plenary Session
12:00 - 1:30 PM	Lunch and Break
12:00 - 1:30 PM	Exhibitor Hall Opens
1:30 - 2:30 PM	Afternoon Breakouts
2:30 - 3:00 PM	Conference Closing and Drawing – Adjourn

**APPLICANT INFORMATION**

Name: \_\_\_\_\_ Job title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Office phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ Email: \_\_\_\_\_

What category describes you (check all that apply):

- Crime victim/survivor
- Volunteer
- Victim advocacy professional
- Criminal justice professional
- Individual/member of the public
- City/county/state government
- Other (please explain): \_\_\_\_\_

**PERSONAL STATEMENT**

Please attach a brief statement (no more than one page) to support your scholarship application. Include information explaining why you wish to attend the conference, and a description of your experience with crime victims and the populations you serve. *This statement must accompany your application for scholarship consideration.*

**INFORMATION ABOUT APPLICANT**

Will you be representing an underserved geographic area?  Yes  No

*Underserved geographic area is defined as communities who have greater health disparities and less access to healthcare, broadband, and populations who face barriers in accessing employment, education, and social and economic development programs.*

Will you be representing an underserved population?  Yes  No

*Underserved populations are defined as groups that have limited or no access to resources or are otherwise disenfranchised.*

Does your organization have fewer than six employees?  Yes  No



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

Have you received a scholarship in the past?

Yes  No

*Optional information*

**Accessibility Issues:**  Yes  No

**Gender:**  Female  Male  Non-binary

**Member of immigrant community, member of community of color, or American Indian/Native American?**

Yes  No

**LODGING GUIDELINES/ROOMMATE SELECTION**

Full scholarships include one room arranged by OJP for the evening of Tuesday, May 21, 2024. By accepting the full scholarship and using the lodging, you agree to follow all lodging guidelines (noted below). You can request a roommate if you know of someone else that will be attending and would want to occupy a room overnight with you, however, this is not required.

I would like to room with one of the following attendees:

\_\_\_\_\_

I do not need a room or will be making my own lodging arrangements (this means you will not be staying at the hotel and we will not be making a lodging reservation for you). **Scholarship will cover registration fee and conference provided food only.**

**Lodging guidelines:** Full scholarship recipients are awarded one room. We cannot guarantee the type of room (single or double-occupancy room) and there are no early check-in privileges or late check-outs. No one will share a room, unless requested above.

**Recipients who choose to bring a guest who is not attending the conference will be charged the additional cost for additional guests according to the hotel's policies.**

*By signing the application below, you agree and acknowledge the following:*

- All arrangements and changes (e.g., reservations, changing rooms, guests, or changing roommates (if requested) must be made through the conference director and not through the lodging facility.
- If you are bringing a guest who is not attending the conference, the conference director must be notified.
- There are no early check-ins, or late check-out privileges
- If a separate reservation is made by the recipient before and/or outside of the lodging room provided by the scholarship, OJP is not responsible for the costs incurred.



- Roommate requests are honored in all circumstances possible, but are not guaranteed.
- Recipients **do** need to supply a credit card for incidentals at check-in for their room to cover any charges incurred above the nightly fee (i.e. room service) per the hotel policy.
- Please be prepared with a credit card for this purpose, and if no charges are incurred, the deposit is refunded to the owner of the card at check out.
- If you are using your agency credit card, please ensure the card has deposit authorization capacity as the hotel is not able to circumvent this process.

## SCHOLARSHIP APPLICATION SUBMISSION

To be considered, your emailed application must be received no later than 4:00 PM on Wednesday, May 8th, 2024. Early applications are preferred. Applications must be signed, electronic signatures are accepted. Please ensure you have a complete application to include this signed application and your personal statement.

Submission of an application does not guarantee that you will receive a scholarship. Applicants will be notified during the week of May 13th if their scholarship request has been accepted or declined. **Incomplete and/or late applications will not be accepted.**

Send your completed application to the conference director at the following email:

[joann.jones@state.mn.us](mailto:joann.jones@state.mn.us)

## SIGNATURE

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Signature

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Date