

Procurement Education Partnership CPPB/CPPO Scholarship Program

Purpose

To assist PEP members who work for public entities to further their career in public procurement.

Eligibility Requirements

In order to be eligible for this scholarship program, you must meet ALL of the following criteria:

1. Be a member of the Procurement Education Partnership for at least one year;
2. Must have attended at least 3 of the last 5 quarterly PEP seminars and the attendance record must show at least 14 hours of attendance for those seminars; and
3. Must have gathered the materials for the CPPB/CPPO application and determined that he/she has all the requirements (degree, coursework, training hours, etc.) necessary to qualify for the CPPB or CPPO application.

The Scholarship Program

1. Member should confer with their public entity to determine if the entity will aid with any exam expenses.
2. No scholarship will exceed the expenses of one application and one test for the CPPB or CPPO certification.
3. Scholarships can be awarded for CPPB or CPPO renewal.
4. The scholarship amount cannot exceed the cost of the application and test less the funds from other scholarships, businesses, or employers.
5. The scholarship will not pay late application fees to the UPPCC. Submitting the scholarship application early in the application period is highly recommended.
6. The scholarship program is limited to \$4,000 for all applicants in a calendar year.
7. Scholarships may or may not be awarded each year at the discretion of the Utah Division of Purchasing.
8. Awarded scholarships must be used for the examination for which they were awarded.
9. Scholarships are not transferable to another person.

Award Submission Date and Notification

Scholarship Application Period:

- Applications for the spring examination may be submitted from November 15 – January 5. UPPC application deadline is at the beginning of February each year.
- Applications for the fall exam may be submitted from May 1 - June 15. UPPC application deadline is in early July each year.
- Applications for certification renewal may be received year round but must be received at least 6 weeks prior to the certification's expiration date.

Scholarship applications must be received during the scholarship application period. Applications received outside the application period may not be considered for a scholarship. The application is to be submitted to: Tara Eutsler, teutsler@utah.gov. Award decisions shall be made within 15 days of application but no later than January 10 for the spring examination and June 20 for the fall examination.

Individuals that are awarded a scholarship will apply at the <https://www.uppcc.org/> and work with Tara Eutsler to obtain the awarded funds for the payment of the application and the test. Scholarships may or may not be taxable funds.

The award winners are required to send their test results to Tara Eutsler at the Utah Division of Purchasing to verify that they took the test. Applicants seeking funds to renew their expiring certifications must provide the notification of the renewal or rejection of the renewal process to the Utah Division of Purchasing. Individuals who obtain their certification or certification renewal under the scholarship program may be announced at a quarterly PEP seminar.

If an awarded scholarship cannot be used, recipient shall notify Tara Eutsler immediately and the funds will be made available to another applicant. The awardee will repay the full scholarship amount to the Utah Division of Purchasing if the funds are not used for their intended purpose, if the test is not taken, or if the renewal application is not submitted.

Procurement Education Partnership CPPB/CPPO Scholarship Application Form

Members interested in applying for scholarship consideration must complete and submit the scholarship application prior to submitting their application to the Universal Public Procurement Certification Council (UPPCC). Failure to submit a complete application in the Scholarship Application Period and will disqualify the applicant from consideration for that scholarship award period. All information on the application must be typed to assure legibility of the application.

Full Name on State ID:			
Email Address:			
Work Phone Number:			
Current Job Title:			
Employing Public Entity:			
Testing Period for which you are applying:	<input type="checkbox"/> Spring Examination <input type="checkbox"/> Fall Examination <input type="checkbox"/> Renewal of Certification	Which test will you be taking?	<input type="checkbox"/> CPPB <input type="checkbox"/> CPPO
Are you a current NIGP National Member?	<input type="checkbox"/> Yes <input type="checkbox"/> No	This box is for informational purposes and will not impact your ability to receive a scholarship.	
What degree do you hold?			
List the dates of the qualifying PEP seminars that you attended. You must have attended at least 3 of the last 5 PEP seminars and been present for at least 14 hours. ATTACH the PEP certificates with the training hours listed.			
	PEP Certificate Dates	Number of Training Hours Listed on Certificate	
1.			
2.			
3.			
4.			
5.			
List the source of any aid or scholarship that you will or anticipate receiving to help off-set the cost and the value or approximant value of the aid. These funds can be from your employer, NIGP scholarship, or other sources.			
1.			
2.			
3.			

- I have reviewed the UPPCC eligibility requirements for education, procurement experience, and coursework/training and believe that I am eligible for CPPB/CPPO certification for which I will be testing.
- I witness that the information provided in this scholarship application is correct and accurate.
- I will provide my test or renewal certification results to the Utah Division of Purchasing, via Tara Eutsler.
- I agree to repay the full scholarship amount to the Utah Division of Purchasing if I do not use the funds for their intended purpose or not take the test.

Your signature

Date