



406 G Street
Suite 302
Anchorage AK
99501
Tel: (907) 272-1192
Fax: (907) 272-1194

SCHOLARSHIP GUIDELINES

Partners for Progress (Partners) is a small grant-funded non-profit organization whose mission includes helping to pay for National Drug Court Institute (NDCI) and National Association of Drug Court Professionals (NADCP) training of therapeutic court team members and policy makers if other funds are unavailable. The attached scholarship application is required for all requests for financial assistance for training. We seek to extend training scholarship funds to as many worthy candidates as possible and ask agencies or trainees to pay for part of the training costs. The following guidelines are followed in approving and administering scholarship applications:

- All applications must indicate which costs will be covered by the agency/trainee and which will require Partners' funds.
- Partners will pay for the registration up front, if requested and approved. If the person registered does not attend, Partners will expect reimbursement of any costs not refunded by NDCI or NADCP.
- The scholarship application form (attached) must include information about the applicant's role in relation to the therapeutic court.
- Except in unusual cases, Partners does not pay up-front for travel or accommodation. Upon approval of the scholarship application, travelers must make their own flight and hotel reservations as early as possible, seeking low fares and room costs. After submission of receipts, Partners will reimburse promptly.
- All requests for reimbursement, including receipts for expenditures, should be submitted within 45 days of expenditure to: Claire Waddoup, Executive Director, Partners for Progress, 406 G Street, Suite 302, Anchorage, AK 99501. Email: akwellnesspartners@yahoo.com
- Partners does not pay for meals. Registration fees (if applicable) usually include some meals.
- Partners does not usually pay for ground transportation or parking.