



National Association of State Controlled Substances Authorities

276 SW Lake Forest Way, Port St. Lucie, FL 34986 Phone: (617) 347-1455/Fax: (617) 472-0521 www.nascsa.org

2023 NASCSA SCHOLARSHIP APPLICATION INSTRUCTIONS

The Executive Committee of the National Association of State Controlled Substances Authorities (NASCSA) has authorized the establishment of six (6) travel scholarships for state members and individuals who are contracted with a state member Controlled Substances Authority or Prescription Monitoring Program to attend the Annual Conference. These scholarships, in the amount not to exceed \$1500¹ each, will be offered to a scholarship recipient to offset travel-related expenses to attend this year's NASCSA Annual Conference to be held October 23-26, 2023 in Minneapolis, Minnesota. Scholarship applications will be reviewed by the Membership Committee which will make the recommendations for approval to the Executive Committee. The Executive Committee will have final approval of all scholarships awarded. **The deadline for applying for scholarships is June 2, 2023.** Scholarship awards will be announced by July 14, 2023. **Applicants are requested to submit (1) a completed application and (2) a written statement justifying the request.** Applicants will be considered either based on financial need, or to permit a second person from a member state agency, who is assumed to have a future leadership role in controlled substances regulation, to attend the annual conference.

General description: Travel Scholarships are only open to NASCSA member states in good standing (e.g. dues must be paid in full for 2023-2024) and individuals who are contracted with a state member Controlled Substances Authority or Prescription Monitoring Program. An individual state is eligible to receive only one travel scholarship each year.

- States that have not received travel scholarships in previous years will be given preference;
- All applicants must submit a cover letter describing in detail to what extent attendance at the annual conference will contribute to the individual's job and their position within the agency or contracted agency; and/or how budgetary constraints have affected the ability of the agency or contracted agency to send staff to educational conferences. If applying to send a second "leader" to attend the annual conference, briefly state how attendance at the NASCSA conference will enhance your current or future job function in the state agency and how you believe NASCSA will benefit by your attendance at the conference;
- Applications must also be signed by the primary state agency contact (e.g. supervisor and/or agency head);
- Scholarships not to exceed \$1500¹ each may be awarded. In addition, the conference registration fee shall be waived for scholarship recipients;
- Applications may be submitted via email, fax or by mail no later than June 2, 2023 to: NASCSA, 276 SW Lake Forest Way, Port St. Lucie, FL 34986. Fax: (617) 472-0521 or by email to kathykeough@nascsa.org;
- Each recipient of a travel scholarship is expected to participate in the entire 2023 NASCSA Annual Conference by attending all sessions including business meetings;
- In the event a travel scholarship to attend the 2023 annual conference is awarded and the recipient is subsequently unable to attend the conference, the Executive Committee may award the scholarship to another applicant; and
- Recipients are requested to identify the most cost-effective transportation costs where applicable.

¹ The Executive Committee reserves the right to increase the amount of the travel scholarship on a case-by-case basis in instances in which reasonable and customary travel costs exceed the allotted amount.

The Travel Scholarship Application must be completed in its entirety