



November 17-19, 2010

Richmond Marriott Hotel

Richmond, Virginia

Nonprofit Organization Application

Governor's Housing Conference Scholarship Program

The Governor's Housing Conference connects Virginia's affordable housing providers with funders, lenders, realtors, nonprofits, public officials and resources to improve housing in Virginia's communities. The conference provides stimulating and thought-provoking information and educational sessions led by experts in housing, finance and development. Each year more than 800 people from throughout Virginia participate in the Governor's Housing Conference to take advantage of excellent professional development, incredible networking and valuable training opportunities. It is Virginia's largest and most comprehensive affordable housing event of the year.

The sponsors of this Governor's Housing Conference have set aside funds to be used as scholarships for nonprofit organizations. Nonprofit organizations are an important part of the delivery of housing/shelter services to low-income persons, but due to budget restraints may not be able to attend the conference. This scholarship allows one representative from each nonprofit organization chosen to attend.

For details about the 2010 Governor's Housing Conference visit:

<http://www.vagovernorshousingconference.com/>

This is a **competitive** application process and all requested information must be submitted to be eligible for the scholarship. To apply for the conference scholarship:

1. Complete the attached application
 2. Complete a statement of interest/need that includes the following:
 - a. If your organization has received a scholarship within the past three years, explain how your organization benefited from attending and how it used the information learned at the conference. In addition, indicate what new information you anticipate learning this year.
 - b. If your organization has not received a conference scholarship in the past three years, explain the benefits that the organization and its representative expect to achieve from attending this conference.
- **Only one representative per nonprofit organization may apply for a scholarship.**
 - **Scholarships cover the cost of the conference registration and lodging only. Scholarship awards may not be used for any of the pre-conference sessions, mileage, meals, hotel incidentals, such as telephone calls, in-room movies, room service, parking, etc.**
 - Applications will be ranked based on financial need and statement of interest.
 - * **Applicants who have not received a scholarship in the past will be given priority.**



Submission Requirements

The deadline for the receipt of application packets (application and statement of interest/need) is 5:00 PM Wednesday, August 18, 2010.

Applications received after this time will not be accepted

Applications will be reviewed “as is.” Missing and/or incomplete information will impact eligibility status.

Applications should be mailed to:

Nichele Carver, Program Administrator
Homeless and Special Needs Housing
Department of Housing and Community Development
Main Street Centre
600 East Main Street, Suite 300
Richmond, Virginia 23219

Hand delivered applications must be received at DHCD by the deadline. Please request a receipt upon delivery.

Hand written applications will not be accepted. Application must have an original signature.

Statement of interest/need must be single spaced in 12 point font Arial with one inch margins and not exceed one page.

All questions regarding the application should be directed to Nichele Carver at 804-371-7130 or nichele.carver@dhcd.virginia.gov.



Nonprofit Organization Application

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Name of Applicant: _____

Title/Position: _____

Name of Organization: _____

Is your organization a 501 (c) (3)? Yes No

Organization's Address: _____

Phone Number: _____

E-Mail: _____

Have you previously received a scholarship for this conference? Yes No If yes, what year: _____

Scholarship to cover (please check)

Conference Registration only Both Conference Registration and Lodging

Please list any funding that your organization receives through the VA Department of Housing and Community Development:

Please include the amount of your organization's budget: _____

Please include the amount of your organization's staff professional development/training budget: _____

IMPORTANT: If you submit an application **do not register** for the conference until after you receive notification about the status of your application. Notification will be sent prior to the deadline for early registration. Refunds will not be given to individuals who send in their registration before receiving final notification.

Applicant Signature

Name (Printed or Typed)

Date