



Minnesota Association of Conservation District Employees (MACDE) Employee Development Program Scholarship Application

Purpose:

The Minnesota Association of Conservation District Employees (MACDE) Employee Development Program Scholarship is designed to support Soil and Water Conservation District staff in advancing their professional growth. This scholarship provides financial assistance for leadership training, educational programs, and skill-building opportunities that enhance individual capabilities and strengthen the overall effectiveness of Minnesota's conservation efforts. By investing in employee development, MACDE aims to foster innovation, leadership, and excellence within the conservation community.

This scholarship opportunity can only cover the cost of registration to attend the event, it cannot be used to cover additional travel expenses like meals, mileage, and hotels. Eligible Employee Development Program events may include, but are not limited to, trainings, workshops, and conferences that directly relate to the employees' work for their Soil and Water Conservation District (SWCD). Examples include the MASWCD Leadership Program, MACDE Administrative Training, the Soil Management Summit, the Midwest Grazing and Soil Health Summit, Field School for Ag Professionals, and the Premier Soil Health Event. These opportunities support the development of technical skills, leadership capacity, and effective conservation program delivery. **Ineligible events include BWSR Academy and the MASWCD Convention.**

Applicant Information

- **Full Name:** _____
- **Job Title:** _____
- **District Name:** _____
- **Office Location:** _____
- **Email Address:** _____
- **Phone Number:** _____
- **MACDE Member?** _____

Professional Background

1. **Years of Service in Soil & Water Conservation Districts:**
2. **Current Role and Responsibilities:**
(Briefly describe your primary duties and areas of expertise)

Leadership and Learning Goals

1. **Describe the leadership or professional development opportunity you plan to pursue with this scholarship:**
(Include program name, dates, and location)
2. **Explain how this opportunity aligns with your professional goals and the mission of your district:**
3. **What specific skills or knowledge do you hope to gain?**

Impact Statement

- **How will this training or experience benefit your district and the broader conservation community?**

Budget Information

- **Provide a description of your funding request, not to exceed \$500. You will have to provide a paid receipt that shows registration cost prior to getting reimbursed by MACDE.**

Supervisor's Approval

(To be completed by your District Manager or Supervisor)

I approve this application and support the applicant's participation in the proposed employee development opportunity.

Supervisor Name: _____

Title: _____

Signature: _____

Date: _____

Applicant Signature

I certify that the information provided is accurate and complete.

Applicant Signature: _____

Date: _____

Submission Instructions

- **Email completed application to:** MACDE Board President Mike Schultz at michael.schultz@lesueurswcd.gov
- **Application Deadline:** Applications are ongoing and will be reviewed at quarterly MACDE Board Meetings. Funding available on a first come, first served basis for eligible applications, until all available funding is encumbered.
- **Questions?** Contact: MACDE Board President Mike Schultz at michael.schultz@lesueurswcd.gov