

**76th IIMC Annual Conference**  
Registration Scholarship Request Form  
Sunday, May 22 — Wednesday, May 25, 2022  
Little Rock, Arkansas

First Name \_\_\_\_\_ Last Name \_\_\_\_\_  
Municipality \_\_\_\_\_ District \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
\_\_\_\_\_  
City Mississippi Zip Code  
Phone Number \_\_\_\_\_ Email \_\_\_\_\_

The following items **MUST** be included with Registration Scholarship Request form:

Approved Council Order for Travel

Documentation indicating need for assistance

First-Time Attendee to an IIMC Conference?  YES  NO

Are you a member of IIMC?  YES  NO

Are you working toward your MMC?  YES  NO

Date IIMC CMC obtained?

Clerk Association office held?

How many clerks are attending the conference from your municipality?

Registration Scholarship Request form due back by **January 15, 2022**.

Email forms to: [Angela Richburg arichburg@byram-ms.us](mailto:arichburg@byram-ms.us) or [Cathy Clark cclerk@cityofclarksdale.org](mailto:cclerk@cityofclarksdale.org)  
Fax forms to: Angela Richburg 601-373-1470 or Cathy Clark 662-621-8130

- Approved applicants will be notified by email **January 31, 2022**.
- One scholarship will be awarded to each district. Please see attached qualifications.
- Upon receiving proof of registration and acknowledgement of attending the conference, the reimbursement check will be mailed by **June 01, 2022**. *Refund will only be the cost of registration.*

For questions, contact Angela Richburg, 601-372-7746 x101 or Cathy Clark, 662-621-8136.

**SECTION 3: IIMC Annual Conference Scholarship.** It shall be the policy of the MMCCA that the IIMC Annual Conference Scholarship shall provide an opportunity for every Municipal City Clerk in the State of Mississippi the opportunity to attend the IIMC Annual Conference to help achieve their goal in obtaining their Master Certification (MMC). The IIMC Annual Conference Scholarship shall provide for the registration cost. only, for the recipient to attend the conference. Pending availability of funds, three (3) scholarships shall be awarded to Municipal City Clerks annually: one (1) person out of the Northern, one (1) person out of the Central and one (1) person out of the Southern districts. A minimum balance of two thousand dollars (\$2,000) shall be maintained in the Scholarship fund.

**CRITERIA:** Municipal City Clerks who want to attain their Master Certification (MMC) shall meet the following criteria to be eligible to receive a scholarship for the IIMC Annual Conference.

1. Serve as a Municipal City Clerk or Clerk of Council;
2. The applicant must be in good standing with MMCCA with all dues being current for the year;
3. Complete the required application, one (1) application per City;
4. The applicant must be a City Clerk who is working towards their Master Certification (MMC);
5. Provide documentation indicating the need for assistance; and
6. Submit a letter from the Mayor and/or Board expressing the local governing authority's support for the application to attend the IIMC Annual Conference.