**Tranter-Leong Scholarships**

**Scholarship Description**

The ICMA International Committee offers two scholarships from the Tranter-Leong Fund to encourage ICMA members to expand their international horizons while advancing the organization’s commitment to “think globally, act globally.” The scholarships aim to:

* Enhance the professional development of the member
* Further the local government management profession
* Encourage ICMA membership and international affiliate relationships.

Two scholarships are available, one for applicants who seek an experience in Asia and another for applicants who seek an experience elsewhere, other than the United States or Canada.

Scholarship funds must be used for an experience outside the applicant’s home country. Examples may include attendance at a conference or other event; teaching at an educational institution; establishing a relationship with an ICMA international affiliate organization; job shadowing in a host community; or similar activities. The scholarships may not be used to repay student loans or to fund solely cultural experiences.

The Tranter-Leong Fund was established at ICMA in 2017 through a generous donation from ICMA Life Member Revan A. F. Tranter, past ICMA President and first chair of the International Committee, and Eugene Y. Leong. Each of these men served as executive director for the Association of Bay Area Governments (ABAG) in California. Upon retirement from ABAG, they started a fund to support interns at ABAG, and the fund later evolved to the Tranter-Leong Fund at ICMA. Under ICMA’s stewardship, the two donors and the leadership of the International Committee will use the funds to advance ICMA’s commitment to international professional development.

**Application Criteria**

* The applicant must be an active member of ICMA and must have been a member for at least one year.
* The applicant must demonstrate financial need beyond that covered by any other awards or financial assistance provided by the applicant’s employer or state association. The scholarship is limited to direct expenses associated with the proposed international experience.
* The applicant must submit a budget. The maximum individual award is $5,000. The applicant, if selected, is responsible for any expenses above that amount. A portion of the award can be disbursed in advance, with the rest payable upon submission of an expense report at the end of the experience.
* The applicant must submit an endorsement letter from his or her employer explaining what assistance the employer will provide to the applicant. The employer should describe the benefits it anticipates receiving from the applicant participation in the proposed activity. The applicant may provide additional endorsement letters as well.

**Selection**

Applicants will be evaluated by a selection committee led by the chair of the ICMA International Committee. Applicants will be evaluated based on need, interests, goals, and employer support.

**Tranter-Leong Scholarship Application**

(Information marked with an asterisk [\*] is required)

**Applicant Information**

Full name\*:

*(first, middle, last)*

Preferred first name:

Home/mobile telephone:

Preferred email address\*:

Current employer\*:

Employer website:

Office telephone:

Office address:

*(include city, state, country, and ZIP or other postal code)*

Your current position and responsibilities\*:

Population of your locality:

Population of the metro area around your locality:

Number of employees in your organization:

Number of employees you directly supervise:

Gross expenditures of your organization:

**Personal Statement**

Provide a one-page narrative to give the application reviewers an overview of you as an individual. This is an opportunity for you to tell the committee more about your career trajectory and what plans you have for the future.

**Fellowship Proposal**

Describe how you propose to use the scholarship funds. Please address any of the following questions that apply:

* What do you propose to do and where?
* With whom do you propose to interact in the course of your international experience?
* What are your specific goals for the experience?
* What contribution will your experience make toward ICMA’s goal of thinking and act globally in recruiting and serving members, fostering a worldwide learning community, sustaining, and strengthening affiliate relationships, and/or providing professional development and support at all career stages?
* When will you carry out the proposed activity? Please include a detailed timeline.
* Why does the activity have to be undertaken in the proposed location? How will the culture and politics of the host location affect what you plan to do?
* How will the experience help advance your professional development? How to you propose to apply the skills, knowledge, and/or network you gain during the scholarship experience?
* How do you intend to share your experience with U.S. and global audiences, both during and after your period abroad? (See suggestions at the end of this application.)
* Address your language skills or, if you do not have local language skills, explain how you will accomplish your goals.
* Please give a detailed budget breakdown of how you will utilize the scholarship funds (up to $5,000 USD) (required).

**Suggestions for Sharing Your Experience**

Create a blog/log.

Propose an article for the ICMA website or ICMA newsletter.

Prepare a final report with an abstract or brief summary for publication/presentation, covering topics such as these:

* Unanticipated developments or challenges
* Lessons learned
* Overall impact
* Future plans
* Recognition (outside)
* Other comments

**Submit your application as an email attachment to Shraddha Kharel-Pandey at ICMA (**[**skharelpandey@icma.org**](mailto:skharelpandey@icma.org)**).**