



Learning LEGACY FUND GRANT

— NOMINATION FORM —

The Grant is available only to a non-member who has been nominated by a member or partner.

Nominations may be submitted at any time, but decisions for each conference are made about two months in advance, when possible. For more information, please e-mail tara@chart.org.

This document is available online at chart.org.

Your Name/Title:

Company:

Phone:

E-Mail:

Nominee's Name/Title:

FUND DESCRIPTION

A fund has been established by CHART to provide a need-based professional development grant for trainers who have shown potential and passion for the profession but who lack sufficient budget to attend a CHART conference. Recipients will be provided with funds to enable them to attend a CHART Conference.

GOLD FOUNDING DONORS

*Mike Amos | Eric Bartlett | Karen Brown | Betty Rae Camarillo | Monique Donahue | Emily Ellis
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CRITERIA

- Any CHART member in good standing may complete the application to nominate a hospitality trainer or operator for the grant.
- Candidates must be non-member, junior or associate level trainers or operations team members who have never attended a CHART conference.
- A Steering Committee will review nominations, and selections will be made based on a point ranking and personal essay of the nominee.
- The grant will cover the candidate's conference fee (\$1,025), three night hotel stay (approximately \$500), airfare (maximum \$400), and a stipend to cover some other expenses (\$100).
- Grant funds will be administrated and arranged by the CHART office, including the stipend, which the recipient will receive upon arrival at the conference.
- Costs above the amount of the CHART grant are the responsibility of the recipient.
- Following the conference, recipients will be required to write a short article for the FlipCHART newsletter covering the highlights of their experience.
- The grant is non-transferable.
- Complete the following two pages and email the entire nomination form to chart@chart.org -or- you may mail the form to **CHART** | P.O. Box 2835 | Westfield, NJ 07091

If you have any questions, call the CHART office at 800-463-5918. We would be happy to talk you through the process.

Please fill out as completely as possible.

1. How long has this person been employed in the hospitality industry?
How long have they been employed in their current position?
Provide relevant employment history details.

2. What do you believe this person would gain by attending a CHART conference?

3. What constraints (financial or otherwise) are currently preventing this person from attending a CHART conference, either personally or as a part of their company?

4. Please give specific examples of how this person demonstrates CHART's guiding principles:
 - a. Learning (250 words maximum)

 - b. Sharing (250 words maximum)

 - c. Growing (250 words maximum)

 - d. Caring (250 words maximum)

Learning Legacy Fund Nominee Essay *To be filled out by the nominee. (Can be sent in separately).*

Prepare an essay (500 words maximum) on why you should receive this grant. Your essay may include areas such as:

- Your career aspirations.
- How attending the CHART conference will benefit you.
- One accomplishment you have obtained within your organization you are proud of.
- One goal you have in the coming year with respect to your organization.

Signed:

Date: