



The 2018 NCEHSOP Whitwam and Dideriksen Educational Scholarship Program

In order to further professional development and enhance the educational opportunities for environmental health specialists across North Carolina, the NC Environmental Health State of Practice Committee has established scholarships for two actively practicing specialists in the State.

These scholarships have been established in honor of two past NCEHSOP committee members, Robert “Bob” Whitwam, and Richard Dideriksen, both of whom served tirelessly to advance the professional development of environmental health specialists across the State.

The primary goal of the scholarships is to provide opportunities for specialists to attend educational events, focusing on environmental health, which may otherwise be unavailable to them. The scholarships will provide up to \$2,000 annually for each of two candidates that meet the application requirements and are selected by the Committee.

The funds will be awarded for single events (conference, professional meeting, etc.). The scholarships are not intended for recurring educational activities, such as the pursuit of a college degree, or in combination with other funding for more than one event.

Applications will be accepted from November 1 through February 28th of each year. The scholarships will be awarded by March 15 each year and will be valid for one year from date of award. The scholarships will cover standard expenses related to attendance of environmental health-directed educational events including conferences, professional meetings, seminars, and training courses that meet the minimum requirements set forth herein.

Funds will be provided, up to \$2,000, to each selected candidate following the completion of the events attended and upon submission of all required, detailed receipts and invoices for expenses claimed by the candidate, and proof of attendance at the events. No scholarship funds will be provided in advance of an educational event.

Eligibility Requirements

Successful applicants must meet the following minimum requirements in order to be considered for these scholarships:

1. Applicants must hold a current Environmental Health Specialist Registration from the NC Board of Environmental Health Specialists Examiners and be in good standing with the Board.
2. Applicants must be actively practicing in a recognized, regulatory field of environmental health in North Carolina and have been so for a minimum of 2 years.
3. Applicants must be employed, in North Carolina, in an environmental health-related role in either a local health department or district, in a NC state agency, or other recognized regulatory agency at the time of application AND at the time of the educational event attendance.
4. Applicants must complete and sign the entire application and provide all required information in order to be considered.
5. Active members of the NCEHSOP committee, and their immediate families, are not eligible to receive the scholarships.
6. Applicants who have received an NCEHSOP scholarship within the past 5 calendar years are not eligible receive the scholarships.

Educational Event Criteria

The following criteria must be met In order for an event to be considered for a scholarship:

1. Event must be directly related to a recognized area(s) of environmental health practice.
2. Event must meet NC Board of Environmental Health Specialists Examiners standards for the granting of continuing education hours.
3. Event must take place within one calendar year of the date that the scholarships are awarded.

Covered Expenses

All reasonable expenses related to the following sections will be considered for reimbursement. Travel costs can include extra days not directly included in an educational event if those days are reasonably necessary to attend the event (i.e.: travel for the day immediately prior to and following the event if reasonably necessary to allow for sufficient time).

The following expenses related to each educational event will be covered (up to a total of \$2,000 for each scholarship) by the scholarship funds for each selected candidate:

1. Travel

- A. Airfare, airport parking, taxi or shuttle service, baggage fees
- B. Rail
- C. Rental Car (to include gas receipts for rental car)
- D. Personal Vehicle Mileage (at current state government personal convenience rate)
- E. Request for reimbursement of other expenses not covered in A-D will be considered on a case by case basis and will require detailed explanation. (i.e: hotel or conference parking fees)

2. Lodging

A. Lodging costs necessary to attend the educational event. Lodging costs will be covered up to \$150 per night plus taxes, or at the established event rate.

3. Meals

A. Meals will be reimbursed at a total rate of \$45 per day. Any meals specifically provided at no additional charge to attendees during an educational event will not be subject to reimbursement, and will be deducted from the total rate at \$10 each. Provided meals would include those specifically listed on the event agenda such as in-house lunches, conference banquets, and the like. Light snacks at break or morning coffee and donuts would not qualify as a meal and would not require deduction from the daily meal rate.

4. Registration Fees

A. Any fee(s) specifically required by the sponsoring body for the attendance of the educational event.

5. Miscellaneous Expenses

A. The Committee may consider any other educational event-related expenses submitted by the applicant on a case-by-case basis.

Official receipts are required for **ALL** expenses submitted for reimbursement except: personal vehicle mileage and meals. Personal mileage and meal reimbursement forms (provided by NCEHSOP) must be completed by the candidate and submitted for reimbursement following completion of the educational event.

Selection of Successful Applicants

The NCEHSOP committee reserves the right to award these scholarships to individuals that it deems are the most deserving based on the application information provided. Applicants will have no appeal rights in the event that they are not selected and all decisions by the committee are final.

The committee will rank applicants based on eight general categories:

1. Applicant employment. Applicants serving in roles in local, county or district health departments will be ranked higher than those in state agencies, who will be ranked higher than other agencies such as federal or tribal.
2. Position of Employment. Environmental health specialists will be ranked highest followed by program leader, environmental health supervisor, and health director, then state or federal employee, in descending order.
3. Environmental Health Experience. Applicants with 2-10 years full time experience will be ranked highest followed by 10-20, and 20+ in descending order. Environmental Health Interns, or those with less than 2 years of experience are not eligible for a scholarship.
4. NCEHSOP Courses Patronage. Applicants attending 5 or more NCEHSOP courses within the last 5 years will be ranked highest, followed by 4, 3, 2, or 1 course attended. Applicants who have not attended an NCEHSOP course within the past 5 years will receive no credit for this category in the evaluation process.
5. Activity in Professional Environmental Health Associations. Applicants who have been or are active or past officers in a recognized environmental health association (e.g. NCPHA, NEHA, local educational district, etc.) will be ranked highest. Those that are or have been members of such associations will be ranked next. Applicants who have not been members or officers in such associations will receive no credit for this category in the evaluation process.
6. Scope of the Educational Event. International and Nationally organized events will be ranked highest (i.e.: Environmental health and safety conference, national Groundwater Association Conference, NACHHO preparedness Summit), followed by Regional events (i.e.: EH interstate Conference, FDA Seminar) and in-state (NC) events in descending order.
7. Amount of Continuing Educational Hours available. Events providing 15+ CE hours will be ranked the highest followed by 11-15, 5-10, and less than 5.

8. Committees. Applicants who have been or who are current members of committees (i.e.: Rule Write committee, OSWW conference planning committee) will be ranked highest. Those that are or have been on an NCEHSOP sub-committee will be ranked next. Applicants who have not been on a committee or sub-committee will receive no credit for this category in the evaluation process.

9. Applicant who are willing to do a presentation describing the education event they attended will receive credit for this category.

10. Written Justification. Written justification provided in the application from both the applicant as well as their immediate supervisor will be considered for each applicant and ranked in relation to similar information provided by the other applicants.

In the event that two or more applicants are ranked equally overall, the Committee will randomly select the successful applicants by lottery.

Active members of the NCEHSOP Committee are not be eligible for scholarships. NCEHSOP Committee members who are family members of an applicant, or who are employed in the same agency as an applicant, will recuse themselves from the selection process for that applicant.