



# Training Scholarship Application

**Name of Training:** \_\_\_\_\_  
(See the attached list for pre-approved trainings; please call to get approval for trainings not on this list.)

**Date & Location of Training:** \_\_\_\_\_

**Organization Coordinating Training:** \_\_\_\_\_

**Purpose & Contact Information:** \_\_\_\_\_

Full Name: \_\_\_\_\_

Citizen Corps Program (or other): \_\_\_\_\_

Daytime Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

I live in \_\_\_\_\_ County.

Please describe: What you hope to gain from this training? And how will it be useful in your community work?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I am:            Paid Staff             Volunteer

**In advance of this training and to receive the necessary reimbursement request forms, please complete this form and return to:**

West Virginia Citizen Corps  
Attn. Gina Namay  
710 Central Avenue  
Charleston, WV 25302

Phone: 304-558-0111  
Fax: 304-558-0101  
Email: heather.r.foster@wv.gov



### **Eligibility**

Scholarships are available to Citizen Corps *leadership* (paid or unpaid) and *volunteers*, as well as volunteers and leaders from *Citizen Corps federal partners, affiliates, and other local volunteer organizations involved in disaster preparedness, response, or recovery, including Volunteer West Virginia County Partners*. (Visit [.citizencorps.gov](http://citizencorps.gov) for a complete list; call our office to see if a local organization qualifies.)

Eligible costs include registration fees, hotel stays, and travel costs to and from the training. Payment is by reimbursement only after all forms have been received. Applicants will be reimbursed at the current state mileage rate. Please car pool when possible.

### **Expectations**

Scholarship recipients must live in West Virginia and be involved in volunteer activities that promote citizen preparedness.

Scholarship recipients are expected to participate fully in the training and agree to be added to the Volunteer West Virginia mailing list for Citizen Corps volunteers. In addition, recipients must submit a one page training report (see below.)

### **Requesting Reimbursement**

Scholarships are paid by reimbursement for actual expenses. In order to receive reimbursement for travel please:

- 1) Submit a scholarship application form in advance of the training to the address above.
- 2) Indicate which training you will attend from the approved list. If you would like to attend a local training or a training which is not listed, please provide additional information about the purpose of the training and contact information for the coordinator.
- 3) Once we receive your application, if funding is available, we will email the appropriate forms.
- 4) Within 10 days of the completion of training, submit a travel expense form, a WV-48 form, and all receipts for expenses paid.
- 5) In addition, submit a one page travel report form which answers the following questions:
  - a. What is your overall impression of this training?
  - b. What skills did you gain from attending this training?
  - c. How will you use these skills to improve the volunteer preparedness or response resources in your home community?
  - d. Provide any additional comments about this process.



## 2009 Events & Trainings

### March 2009

6 <sup>th</sup>	<i>DMAPS</i>	<b>Senior Official Workshop for All-Hazards Preparedness</b> Comfort Inn Aikens Center - Martinsburg, WV
14 <sup>th</sup> – 16 <sup>th</sup>	<i>DMAPS</i>	<b>Teen CERT Train-the-Trainer</b> Lakeview Resort, Morgantown, WV
24 <sup>th</sup> – 25 <sup>th</sup>	<i>DHSEM</i>	<b>Incident Command System/Emergency Operations Center Interface, G191</b> Blackwater Falls

### April 2009

3 <sup>rd</sup>	<i>DMAPS</i>	<b>Jail Evacuation, Planning &amp; Implementation</b> Beckley Mine Academy - Beckley, WV
6 <sup>th</sup>	<i>DMAPS</i>	<b>Emergency Response: Strengthening Cooperative Efforts among Public Private Sector Entities</b> Comfort Inn Aikens Center - Martinsburg, WV
18 <sup>th</sup> – 25 <sup>th</sup>	<i>VWV</i>	<b>National Volunteer Week</b>
20 <sup>th</sup> – 23 <sup>th</sup>	<i>VWV</i>	<b>Leadership Plent</b> Charleston
21 <sup>st</sup> – 23 <sup>rd</sup>	<i>DMAPS</i>	<b>HSEEP</b> Bridgeport Civic Center - Bridgeport, WV
20 <sup>th</sup> – 22 <sup>nd</sup>	<i>COC</i>	<b>Disaster Summit</b> Jackson's Mill
21 <sup>st</sup> – 22 <sup>nd</sup>	<i>DHSEM</i>	<b>Community Mass Care Management, G108</b> Pipestem
27 <sup>th</sup> – 29 <sup>th</sup>	<i>DMAPS</i>	<b>Emergency Response to Domestic Biological Incidents</b> Comfort Inn Aikens Center - Martinsburg, WV

### May 2009

13 <sup>th</sup> – 15 <sup>th</sup>	<i>DMAPS</i>	<b>Incident Management/Unified Command for CBRNE &amp; Terrorism Incidents</b> Beckley Mine Academy - Beckley, WV
14 <sup>th</sup>	<i>VWV</i>	<b>National Service and Preparedness Day</b> Charleston – Appalachian Power Park
15 <sup>th</sup>	<i>VWV</i>	<b>State Citizen Corps Council Meeting</b> Parkersburg-tentative
19 <sup>th</sup> – 20 <sup>th</sup>	<i>DHSEM</i>	<b>Debris Management, G202</b> Hawksnest
27 <sup>th</sup>	<i>DMAPS</i>	<b>WMD Law Enforcement Protective Measures - LEPM</b> Comfort Inn Aikens Center-Martinsburg, WV



## 2009 Events & Trainings

### June 2009

8 <sup>th</sup> – 12 <sup>th</sup>	<i>DMAPS</i>	<b>WMD Tactical Operations</b> State Police Academy – Dunbar, WV
23 <sup>rd</sup> – 24 <sup>th</sup>	<i>DHSEM</i>	<b>Exercise Evaluation</b> Cacapon
30 <sup>th</sup> – July 2 <sup>nd</sup>	<i>DMAPS</i>	<b>Public Safety WMD Response: Sampling Techniques &amp; Guidelines</b> Comfort Inn Aikens Center – Martinsburg, WV

### July 2009

14 <sup>th</sup> – 16 <sup>th</sup>	<i>VWV</i>	<b>Volunteer Conference/Disaster Track</b> Charleston Civic Center
21 <sup>st</sup> – 23 <sup>rd</sup>	<i>DHSEM</i>	<b>Managing People in Disasters: A local Perspective, G 249</b> Tygart Lake
29 <sup>th</sup> – 31 <sup>st</sup>	<i>DMAPS</i>	<b>WMD Tactical Commanders</b> State Police Academy – Dunbar, WV

### August 2009

9 <sup>th</sup> – 12 <sup>th</sup>		<b>Citizen Corps National Conference</b> Arlington, VA – see <a href="http://citizencorps.gov">.citizencorps.gov</a>
25 <sup>th</sup> – 27 <sup>th</sup>	<i>DHSEM</i>	<b>Emergency Planning and Special Needs Populations, G197</b> Twin Falls
26 <sup>th</sup> – 28 <sup>th</sup>	<i>DMAPS</i>	<b>Emergency Response to Domestic Biological Incidents</b> State Police Academy – Dunbar, WV

### September 2009 – *National Preparedness Month!*

10 <sup>th</sup>	<i>DMAPS</i>	<b>Jail Evacuation, Planning and Implementation</b> Comfort Inn Aikens Center – Martinsburg, WV
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### October 2009

5 <sup>th</sup> – 9 <sup>th</sup>	<i>DMAPS</i>	<b>WMD Advanced Tactical Operations</b> State Police Academy – Dunbar, WV <i>(Must complete either WMD Tactical Commanders or WMD Tactical Operations before attending)</i>
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## 2009 Events & Trainings

### Other pre-approved trainings

Training purpose: Citizen Corps volunteers and community members can better serve their communities by building stronger programs and by preparing citizens to respond more effectively during a disaster or mass urban to rural migration.

State or locally sponsored trainings may include:

- 1) Training sponsored by DMAPS, WV DHSEM, the WV DHHR, or Volunteer West Virginia
- 2) Annual Volunteer Conference, Charleston, July 14-16, 2009
- 3) Annual Disaster Summit, Jackson's Mill, April 20-22, 2009
- 4) Grantee Training
- 5) Community Emergency Response Team (CERT) training
- 6) Community Emergency Response Team Train the Trainer
- 7) Federal Conference on Community Preparedness (Annual Citizen Corps Conference)
- 8) Organizational Capacity building training or administrative training to include grantwriting, leadership development and others.
- 9) Teen CERT Trainings or Teen CERT Train-the-Trainer
- 10) Campus CERT Trainings or Campus CERT Train-the-Trainer
- 11) Red Cross Trainings for community volunteers.

To post a training opportunity or search local training opportunities, go to our website [.volunteerwv.org](http://volunteerwv.org) and click on *Skillbuilder*

***For additional information on listed trainings contact:***

***DMAPS @ 558-2930***

***DHSEM @ 558-5380***

***Council of Churches (COC) @ 344-3141***

***Volunteer West Virginia (VWV) @ 558-0111***

***For additional information on West Virginia Citizen Corps contact:***

***Heather Foster***

***Citizen Corps Program Coordinator***

***Volunteer West Virginia***

***Heather.r.foster@wv.gov***