



# International Scholarship Program

## Initiative of the Committee on International Corrections

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**Location: 2016 ACA Winter Conference, January 22-27, 2016, New Orleans, Louisiana, USA**

*To be considered for a scholarship award in 2016, applications must be received at the address indicated at the bottom of Page 2 by no later than 6:00 PM (EST) on 1 October 2015*

### **Purpose and Scope**

In the interest of fostering the international exchange of promising or exemplary practices, innovations and the general advancement of correctional professionalism, a scholarship program for persons from other nations will be provided and administered by the American Correctional Association. The intent of this program is to assist corrections professionals outside of the United States (U.S.) to attend the ACA Winter Conference and supplement that attendance with opportunities for study/exchange visits with U.S. corrections agencies before and/or after the Winter Conference. It is also intended that the scholarship participants should be prepared to share and communicate any promising or exemplary practices or innovations from their country that may be of interest, both during the conference and with any agencies that may be visited in conjunction with the trip.

### **General Requirements and Conditions**

Persons involved in corrections in any country outside of the U.S. may submit an application for a scholarship. Since funding for this program is derived from donations by organizations involved in corrections, the funding for scholarships is limited. Awards will be made on a competitive basis considering the combination of financial need and the overall merits of each individual application. All applications should be submitted via direct mail or internet email (addresses listed on page 2) to the Deputy Executive Director of the ACA. The Deputy Executive Director will review and rank the top three applicants in the order he believes they should be selected, and forward those recommendations and corresponding applications to the ACA President and Executive Director. The Executive Director will discuss the merits of the ranking with the ACA President. Based upon this discussion, the Executive Director will make a final determination regarding the recipient(s) of the scholarship. The ACA executive office will notify the chairperson of the ACA Committee on International Corrections of the scholarship recipient(s) prior to the Winter Conference. Since a major purpose of this program is to foster the exchange of information, the scholarship recipient(s) will be expected to make a brief presentation to the ACA Committee on International Corrections.

Applicants are encouraged to take advantage of this opportunity to also arrange study/exchange visits with corrections agencies in the U.S. before or after the conference. Those applications that include plans to do so will be given a higher level of consideration for scholarship awards.

The scholarship award will support attendance at the ACA Winter Conference. The scholarships will cover the following major costs of attendance:

1. Economy air travel to and from the conference location
2. Ground transportation to and from the airport
3. Hotels/lodging (limited to the number of days of the conference)
4. Registration for the conference
5. One-year international membership in the ACA

All funds raised for this scholarship program will be submitted to and administered by the American Correctional Association. Payment for the above benefits will be made by the ACA directly to the airline, hotel, and transportation companies. Any additional expenses are the responsibility of the scholarship recipient(s) or their correctional agency, including meals and incidental expenses (telephone calls, local trips, shopping, etc.).



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Visa, entry requirements, and associated fees are also the responsibility of the recipient(s). No payments or reimbursements will be made directly to the recipient(s).

## Selection Criteria

The application program and process will be advertised on the ACA website and may be advertised in any ACA publication deemed appropriate by the ACA staff. Applications will be judged and awards made based on general consideration of the combination of the applicant's statement of interests and intentions in attending the Winter Conference and relative financial need. Specific criteria to be considered in evaluating the applications will include but are not be limited to:

1. **Statement of interest and intentions** for attending the Winter Conference and specific areas of interest for learning about new ideas or practices, as well as ideas or best practices from the applicant's country that may be of interest or benefit other corrections professionals
2. **Ideas about promising practices, exemplary practices or innovations** from the applicant's home country that could be presented or communicated formally or informally to the ACA Committee on International Corrections and others while attending and/or while on any pre or post-conference study/exchange visit with corrections agencies in the U.S.
3. **Any plan or schedule to include a pre or post-conference study/exchange visit** with correctional agencies in the U.S.
4. **Relative financial need.**
5. **Agreement to make a 15 to 20 minute presentation** to the ACA Committee on International Corrections.
6. **Letter of support** from the applicant's correctional agency chief administrator or supervisor.

## Submitting an Application

Any person interested in being considered for a scholarship award must submit a letter of application that must be received by no later than 6:00 PM (EST) on 1 October 2015, either by direct mail or by internet email (scanned copy) to:

ACA International Scholarship Program  
ACA, Executive Office  
206 North Washington Street, # 200  
Alexandria, VA 22314

Telephone: (703) 224-0103      Internet email address: [jeffw@aca.org](mailto:jeffw@aca.org)

The letter should address the five selection criteria specified above in the order given. The letter must also clearly indicate a mailing address and a daytime telephone number at which the applicant can be reached and, if available, an internet email address that the can be used to communicate with the applicant. Additionally, applicants **must include a completed copy of the form** attached included with this announcement on page 4.

The applicant(s) selected for a scholarship will be notified of the award by direct mail and internet email as provided in their letter of application by no later than 10 October 2015. The notification will provide the name of the ACA travel specialist who will assist with the arrangements. Upon receipt of the notice of an award, the applicant must send a written mail or internet email letter indicating the applicant's acceptance or rejection of the award directly to the ACA Executive Office Committee at the direct mail or internet email address noted on the preceding page. Upon the commitment of all awards, all applicants will be notified of the selected award recipients.



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The Winter Conference host state committee and the members of the ACA Committee on International Corrections, including a representative from the U.S., will provide advice and logistical assistance to the scholarship attendee(s) before, during and after the conference including assistance scheduling any pre or post-conference study/exchange visits with correctional agencies.

The ACA and its Committee on International Corrections assume no responsibility for any additional costs or liabilities that the applicant may incur associated with this scholarship program or attendance at the Winter Conference. **We strongly advise all recipients to purchase international health insurance.** Scholarships will only be awarded to a selected applicant on one occasion. Applicants selected for scholarship may not reapply and will not be considered for future scholarships for the duration of this program.



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## Scholarship Application Form

*This form must be completed in English either by typewriting or printed in ink and included with the letter of application. Use additional pages if necessary.*

1. Name: \_\_\_\_\_

2. Title or Position: \_\_\_\_\_

3. Mailing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Internet email address: \_\_\_\_\_(primary for all communication)

5. Telephone Number: \_\_\_\_\_

6. Cell Phone Number: \_\_\_\_\_

7. Name of Corrections Agency or Organization you are employed by and a brief statement of role of that agency:

\_\_\_\_\_

8. Name and title of Agency Chief Administrator or Supervisor endorsing your application  
(A separate letter of endorsement from the Agency Administrator must be attached to your scholarship application)

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9. A brief description of your current and past involvement in corrections: \_\_\_\_\_

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10. On a separate sheet, please outline the expected benefits or goals of your involvement in this Scholarship program and your topic for a 15 to 20 minute presentation to the ACA Committee on International Corrections.

**Application receipt deadline: 6:00 PM (EST) on 1 October 2015**