



# Safety Scholarship Program

## FAQ

Q. We participate only in MMA's Property and Casualty Pool program. Can we apply for a Safety Scholarship?

A. No. Since the funding for the Safety Scholarship is from the Workers Compensation Fund, applicants must be participants of the WC Fund program.

Q. When can I apply for the Ed MacDonald Safety Scholarship?

A. The scholarship applications must be submitted at least 25 days prior to the scheduled event or training start date.

Q. How do I submit my completed Scholarship Application?

A. We **strongly encourage electronic** submission of grant requests. Applications should be e-mailed to [safetygrants@memun.org](mailto:safetygrants@memun.org) or faxed to 207-624-0127.

Q. The application requires the signature of a "Key Official" for the organization. Why, and who is a "Key Official"?

A. There is a limit to how many applications can be submitted per period by an organization, someone must control it, and this is the "Key Official." A City / Town Manager, 1st Selectperson, School Superintendent, Executive Director, etc. is considered a "Key Official". It all depends on the type of organization you are. If you have any questions, please contact us.

Q. What is the minimum amount you can request from an Ed MacDonald Safety Scholarship for an individual?

A. The minimum request for an individual scholarship award is \$50.

Q. How do I know if I have received an award?

A. We will issue an email to both successful and unsuccessful applicants as soon as the committee is done reviewing.



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Q. How do I get my Ed MacDonald Safety Scholarship reimbursement?

A. *Reimbursement for scholarships is made once we receive notification that you have attended the training. All reimbursement requests should be sent together.*

*When you e-mail or fax in your proof of payment and proof of completion of the training the reimbursement will be processed.*

*Examples of acceptable proof:*

- *mark "paid" on the invoice(s) with completion certificate / roster*
- *copies of checks (or other payment method, **NOT** a PO) with invoices with completion certificate / roster*
- *warrant records with the invoices with completion certificate / roster*

Q. Can I attend training and then apply for a scholarship after the fact?

A. *No. Scholarship funding must be approved prior to attending.*