



## Ohio Lactation Consultant Association

### *Mission Statement*

*To be the voice of Ohio lactation consultants in their efforts to transform society into a breastfeeding culture. To empower, support, and educate our membership; enabling them to be articulate agents for change.*

### **Scholarship Information, Rules and Requirements** **Scholarship Deadline: December 31, 2022**

OLCA provides scholarships for professional development in the area of lactation.

The number of scholarships offered each year depends on the annual budget. Scholarships for up to \$700 are awarded.

Award may be used for conference registration, professional development, or any related expenses.

Priority will be given to those seeking certification through IBCLE.

Questions regarding application details or submission may be directed to applicant's regional representative or OLCA Vice President.

#### **Reimbursement**

Scholarships are a reimbursement award. The funds are reimbursed to recipient once the course has been attended and the receipt and certificate of completion is submitted to the treasurer of OLCA. If scholarship funds are being used for the IBCLE exam, reimbursement will be considered upon proof of payment. Scholarship for OLCA annual conference (aka. Breastfest) registration may be granted in the form of a discount code to be used during registration, and recipient will be notified sufficiently in advance of the conference so that registration can happen in a timely manner. The receipt of payment must be within one year of award or award will be forfeited. Scholarship funds may only be used for the exam fees once per person (lifetime). Hardship situations will be taken into consideration and funding may be provided in advance when necessary. Applicant should submit a letter of hardship to the Vice President of OLCA. Checks must be cashed within 90 days of receipt; unused funds will be returned to OLCA. Funds must be used within one year of award.

#### **Eligibility**

Applicants must be OLCA members at the time of application (OLCA membership applications with payment included is acceptable) as well as a member during time in which the scholarship is used..

Applicants must currently work or reside in Ohio

Priority will be given to first time applicants / recipients.

Applicants may apply for both a grant and a scholarship, but may only be awarded one or the other each year.

## Letters of Reference

When asking people to write a letter of reference for a scholarship application, please provide a link to the Reference Letter submission form on the OLCA website. The link for submission of a Letter of Reference can be found at [ohio-olca.org/awards](http://ohio-olca.org/awards). It will be your responsibility to ensure that letters are submitted prior to the deadline.

## OLCA Scholarship Selection

A committee will determine who will be awarded a scholarship. Committee maybe comprised of Vice President, a LLL leader, 1-2 OLCA members (non-board), peer helper, or a community member not affiliated with OLCA, with basic breastfeeding knowledge. The committee may also be the OLCA board.

Committee members who apply for a scholarship will recuse themselves from the committee.

Scholarship Committee members may not write a letter of reference for applicants.

Awardees will be notified at the annual conference (with the exception of annual conference (Breastfest) registration awards).

A brief summary of the winners and their scholarship application may be announced at the annual conference, printed in the OLCA newsletter, or posted on the OLCA website.

All Scholarship Committee decisions are final.

## IMPORTANT

Incomplete or late applications will not be considered.

Acknowledgment of receipt of application does not indicate completeness of application. It is the applicant's responsibility to be sure the application is complete. Applicants should notify individuals who will be writing letters of recommendation that they will be receiving an email with links to insert the letter into the application form or upload to the form, and then verify receipt of the email within 48 hours of application submission to OLCA. Please notify OLCA Vice President of any issues regarding receipt of these emails so other arrangements can be made.

Please give **specifics** about what you are requesting funds for --- course, conference, exam fees, etc. If for related expenses – please list those – with at least estimates of amount (hotel room, mileage and other items). **Use budget spreadsheet in application to itemize expenses.** If there are additional expenses that will not be covered by the scholarship, please indicate how those will be addressed.