



**Utility Engineering & Surveying Institute**  
**Public-Sector Utility Scholarship Program**  
**Policy and Procedures Document**  
**(updated September 16, 2021)**

**1.0 Mission Statement**

The goal of the Public-Sector Utility Scholarship program is to promote outreach and engagement with the public sector by awarding scholarships to attend the UESI Pipelines conference. Attendance and participation at UESI sponsored events will provide opportunities for public sector utility practitioners and policy makers to engage with industry to expand their knowledge of the trends, tools and technologies in current industry practice. This direct public-private engagement will promote the development of partnerships within the practice and more cost-effective investment in public infrastructure safety. The Public-Sector Utility Scholarship program will provide a means to incentivize public sector employee participation at industry forums and encourage public sector membership in UESI.

**2.0 Eligibility**

Scholarship applicants must be full-time employees of a municipality, local, state or national public-sector agency or public utility located in the United States or Canada:

- 2.1 “Public-Sector Agency” – Defined as an incorporated or chartered governmental unit or local council authority providing infrastructure services, either urban or rural, to cities, towns, local villages, townships, boroughs, counties, hamlets, regions, or districts.
- 2.2 “Public Utility” - Defined as a business that owns, operates or delivers utility services for direct public benefit and use. A public utility may typically provide water, waste water, storm water, electric power, natural gas, telecommunications, internet and other essential services. A public utility provides a direct public service or commodity delivery and is publicly owned.

Immediate family members (defined as parents, spouse, children and siblings) of ASCE and UESI employees, members of the UESI Board of Governors, UESI Municipal & Public Utility Scholarship Committee, UESI Executive and Technical Division Committees and UESI contracted agents are not eligible to participate in the Public-Sector Utility scholarship program.



### **3.0 List of People Who Will Be Notified of This Opportunity**

UESI staff will develop a list of contacts that will be notified of this opportunity. The list will be composed of municipal and public-sector employees. UESI staff will schedule a series of email blasts to market the Public-Sector Utility scholarship and place notification in the quarterly UESI newsletter and on the UESI website.

The UESI Board will determine the number of scholarships to be awarded based on available funds.

### **4.0 Review and Award**

All applications shall be reviewed by the UESI Public-Sector Utility Scholarship Program committee (the Committee). The Committee shall be responsible for reviewing the scholarship applications and determining the ratings in accordance with the Board of Governors approved criteria. All scholarship applications must be submitted in English.

Care and confidentiality shall be exercised by UESI and the Committee to guarantee privacy protection of information submitted. Rating sheets will only be distributed within the Committee.

Incomplete or indecipherable applications shall be eliminated from consideration by UESI. All scholarship applications must be complete, true and verifiable. The committee has the discretion to award scholarships regardless of application ranking.

Applications shall be evaluated on the following criteria:

1. Applicant's reasons for wanting to attend the UESI event.
2. Current membership status;
3. Participation in this year's Conference;
4. Attendance at previous UESI Pipelines Conferences;
5. Position in the Public-Sector Utility;
6. Level of Responsibility in the Public-Sector Utility;
7. Professional and personal reasons for attending the Pipelines Conference.
8. Prior Involvement in the UESI Pipelines Division;
9. Scholarship recipients shall be given lower priority to first time scholarship applicants in future awards consideration.



## **5.0 Makeup of the UESI Committee**

The UESI Scholarship Committee shall be comprised of four to seven active UESI members appointed by the UESI Board of Governors (BOG) on a conference by conference basis. The Committee will be comprised of UESI volunteers (current or retired) from the public sector. One member of the Committee shall be a current or past member of BOG that is employed by or retired from the public-sector. If a committee member has a potential conflict of interest with an applicant (works for the same organization, or currently does business with the applicant's organization) they must excuse themselves from scoring that specific application.

## **6.0 Terms & Conditions**

Notice of award shall be by email/letter and phone call. Successful applicants must respond to confirm acceptance by the date set by UESI in the notice. Failure to respond by the deadline will result in the scholarship being rescinded without appeal.

Scholarships are non-transferable and have no redeemable cash value.

The scholarship award covers registration fees for the UESI Pipelines conference only. All scholarship recipients are responsible for their own travel, transportation, lodging and related expenses. UESI is not responsible for canceled flights or any other instance that impacts the scholarship recipient's attendance. Parking fees and incidental expenses are not included and are the sole responsibility of the conference attendee.

ASCE and UESI accept no responsibility for scholarship recipients while onsite for the Pipelines 2022 Conference or during travel periods to and from the event. Scholarship recipients and their employers shall indemnify and hold harmless ASCE and UESI, of any other liability or prejudice arising during or relating to participation in this program.

Professional, ethical behavior is expected and required while attending the UESI Pipelines 2022 Conference and UESI reserves the right to rescind a scholarship at any time without appeal.