

**BUSINESS AND PROFESSIONAL WOMEN OF NJ
MILDRED A BUTLER CAREER DEVELOPMENT AWARD
APPLICATION FORM**

NOTE: All information furnished will be kept confidential.
Deadline for return of this application is: **April 15, 2009**

NAME _____ DATE OF BIRTH _____
 ADDRESS _____ SS # _____
 CITY/STATE/ZIP _____
 PHONE (DAY) _____ PHONE (EVENING) _____
 MARTIAL STATUS _____ NO. OF DEPENDENT CHILDREN _____ AGES _____
 EMPLOYER _____
 POSITION HELD _____
 SPOUSE'S EMPLOYER _____
 POSITION HELD _____

INCOME

LIST ALL SOURCES AND AMOUNTS OF LAST YEARS INCOME (Include any alimony, child support, educational awards/scholarships, etc.)**

<u>SOURCE</u>	<u>SELF</u>	<u>AMOUNT</u>
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

<u>SOURCE</u>	<u>SPOUSE</u>	<u>AMOUNT</u>
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

* Applicant **MUST** be 25 years of age or older as of May 1, 2009.
 ** Attach additional sheet/s if needed.

EXPENSES

LAST YEAR'S EXPENSES AND SPECIAL FINANCIAL NEEDS (Use **PER YEAR** figures)

MORTGAGE/RENT _____	FOOD _____	CLOTHING _____
MEDICAL _____	MED. INS. _____	TAXES _____
AUTO/TRANSPORT _____	AUTO INS. _____	GASOLINE _____
UTILITIES _____	EDUCATION _____	LOANS _____

SPECIAL FINANCIAL EXPENSES (Explain)

TOTAL EXPENSES _____

NOTE: Complete section for only 1 type of award (either Education or Equipment)

EDUCATION AWARD

COLLEGE/SCHOOL _____ PART TIME _____ FULL TIME _____

COURSE/MAJOR _____ ALREADY ATTENDING? Y ___ N ___

COST PER SEMESTER _____ PER COURSE _____ PER YEAR _____

EXPECTED COMPLETION DATE _____ ARE YOU CURRENTLY RECEIVING FINANCIAL

ASSISTANCE? _____ IF YES, INDICATE SOURCE _____

IS THIS AN AWARD, GRANT, OR LOAN? _____ AMOUNT PER YEAR _____

EQUIPMENT AWARD

NAME OF BUSINESS? _____ PHONE _____

ADDRESS _____ WHEN STARTED? _____

SOLE OWNER? _____ INCORPORATED? _____ PARTNERSHIP? _____

PARTNER'S NAME _____ (TO APPLY YOU MUST OWN AT LEAST 50%)

EQUIPMENT TO BE PURCHASED _____

COST OF EQUIPMENT _____ REASON EQUIPMENT NEEDED _____

LAST YEAR'S BUSINESS EXPENSES _____

NET BUSINESS INCOME (last year) _____

YOU MUST ATTACH A LETTER OR NARRATIVE INDICATING REASONS FOR REQUESTING FINANCIAL AID, CAREER/BUSINESS GOALS AND ANY OTHER PERTINENT INFORMATION.

**BUSINESS AND PROFESSIONAL WOMEN OF NEW JERSEY
MILDRED A BUTLER CAREER DEVELOPMENT AWARD**

CERTIFICATION

APPLICANT CERTIFICATION

I CERTIFY THAT ALL THE INFORMATION PROVIDED IS ACCURATE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT ANY AWARD RECEIVED MUST BE UTILIZED WITHIN A TWO YEAR PERIOD FROM DATE OF RECEIPT. I WILL MAKE MYSELF AVAILABLE FOR INTERVIEW IF REQUIRED.

APPLICANT'S SIGNATURE _____ **DATE** _____

Deadline for application return is: April 15, 2009

Mail completed application to:

BPW/NJ Mildred A Butler Career Development Awards

C/O Jeanne Jameson

155 Highland Lakes Road

Highland Lakes, NJ 07422

**BUSINESS AND PROFESSIONAL WOMEN OF NJ
MILDRED A BUTLER CAREER DEVELOPMENT AWARD 2009**

APPLICANT INFORMATION

The Business and Professional Women of New Jersey will be offering career development scholarship awards. This award is presented to a woman 25 years or older for the following purposes:

1. Study, training or retraining that will qualify the applicant for career advancement or employment. Or:
2. Purchase of equipment for starting and/or expanding an existing business. Business must be at least 50% owned by applicant.

An applicant must be 25 years of age or over as of May 1, 2009. The award will be based on financial need. The maximum amount of an award to any one recipient is \$500.00. All award money must be utilized within 2 years from the award date. An educational award may be used for tuition, fees or books. An equipment award must be used for purchase of equipment.

APPLICATION FORMS

Care should be taken in completing the Mildred A. Butler Career Development Award application. All questions must be answered and complete information regarding income and expenses is essential. A narrative or letter **must** be attached giving career or business goals, reason for requesting financial aid and any special situations.

Mail completed application to:

BPW/NJ Mildred A Butler Career Development Awards

C/O Jeanne Jameson

155 Highland Lakes Road

Highland Lakes, NJ 07422

Completed applications must be received no later than: **April 15, 2009**

Winners will be notified by mail on or before: **May 1, 2009**.