

**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: **March 31, 2008**

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, 2008.  
 \*\* 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: **March 31, 2008**

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 2008**

**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.
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, 2008. 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: **March 31, 2008**

Winners will be notified by mail on or before: **May 1, 2008.**