



OREGON
FESTIVALS
& EVENTS
ASSOCIATION

Conference Scholarship Application

Making Oregon festivals and events better through Resources, Education, Promotion, and Networking.

Thank you for your interest in an OFEA Conference Scholarship. OFEA will award up to five conference scholarships each year. Scholarships are intended to assist individuals who would otherwise have difficulty attending due to financial circumstances and are awarded based on demonstrated need, potential benefit, and alignment with OFEA's mission. Submission of an application does not guarantee a scholarship award.

Deadline: Applications will be accepted on a rolling basis through January 12, 2027.

If you need additional space to answer any questions, please attach additional sheets of paper. Please complete the application and submit it, or any questions to members@oregonfestivals.org.

Note: If you are not currently an OFEA member, you **must include** a Letter of Support from an OFEA member with your application. The letter should briefly explain why the member believes you would benefit from attending the OFEA Conference.

Applicant Information

Name: _____ Title: _____

Organization/Event: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Email Address: _____

1. Are you currently an OFEA member? ☐ Yes ☐ No

*If you are not currently an OFEA member, **YOU MUST** include a Letter of Support from an OFEA member with your application.*

2. Have you attended the OFEA Conference before? ☐ Yes, Last Time: _____ ☐ No

3. Which of the following best describes your current situation? (check all that apply)

- ☐ I am a newly hired staff member. (within the past 12 months)
- ☐ I am a newly elected board member. (within the past 18 months)
- ☐ I am involved with a newly formed event. (within the past 24 months)
- ☐ My organization/event is experiencing budget constraints that make conference attendance difficult.
- ☐ Other: _____

4. What expenses are you requesting this scholarship to cover? (Select the option that best fits your situation.)

- ☐ **Full Registration:** I am requesting a scholarship to cover my own registration.
- ☐ **Additional Team Member Registration:** Our organization is paying for one attendee, but applying for a scholarship to bring an additional team member.
- ☐ **OFEA Membership Fee:** I am requesting a scholarship to cover my annual association membership so that my organization can pay for registration at the lower member rate.
- ☐ **Travel Stipend:** Our budget covers the registration fee, but we require assistance to cover travel costs.
Estimated Travel Costs: \$ _____ Amount Requesting: \$ _____
- ☐ **Combo:** We require assistance covering both the registration and travel costs to attend.
Estimated Travel Costs: \$ _____ Amount Requesting: \$ _____
- ☐ **Partial Registration Support:** Our budget can cover a portion of the registration fee, but we are seeking a partial scholarship to cover the remaining balance. Amount Requesting: \$ _____
- ☐ **Other:** (Please specify) _____

Conference Scholarship Application *(cont.)*

4. Why are you seeking a scholarship?

Please provide a brief explanation of why you are seeking a conference scholarship and why financial assistance would be meaningful to you or your organization. You do not need to provide detailed financial records, but please provide enough information for the committee to understand your need.

5. What do you hope to learn, experience, or gain by attending the OFEA Conference, and how do you plan to use what you learn to benefit your event, organization, or community?

6. Tell us briefly about your event/org., the community it serves, and the impact on your community?

7. How would attending the OFEA Conference contribute to your professional growth or leadership development? Are there particular skills, knowledge, or areas of expertise you hope to develop?

8. How are you currently involved with OFEA, if at all? Are there ways you would like to become more involved with OFEA in the future, such as serving on a committee or attending workshops?

9. Have you previously received an OFEA Conference Scholarship?

If yes, please tell us when and briefly explain how attending the conference benefited you.

☐ Yes

☐ No

10. Is there anything else you would like the scholarship committee to know?

Please contact us if you have any questions. Return completed forms to members@oregonfestivals.org.

