

## **Northwest Wisconsin Healthcare Emergency Readiness Coalition HPP Fiscal Year July 1, 2024-June 30, 2025 Scholarship Form**

The Northwest Wisconsin Healthcare Emergency Readiness Coalition is offering scholarships to assist in the training and development of **Emergency Preparedness capabilities** in healthcare personnel. These scholarships are NOT intended to pay for initial certifications or licenses and cannot be used to pay for license or certification renewals. These scholarships will remain available as long as the funds remain. **\*\*Public Health please note**, if you receive PHEP funding to attend a conference or training, you are not allowed to also receive HPP funding for that same conference or training.

### **Please read the following carefully!**

1. Please note: **We are subject to State Reimbursement Rates** (effective November 1, 2023). Scholarships of up to \$500 are available to cover registration fees, meals, (up to \$10 for breakfast, \$12 for lunch, \$23 for dinner-no alcohol will be reimbursed), mileage (at the State rate of \$.51/mile), or hotel expenses **per room** of \$98/night.
2. An individual MAY apply for more than one event, but will not receive more than a total of \$500 in scholarship funds per fiscal year. Please use a separate scholarship application for each event.
3. Per the Office of Preparedness and Emergency Health Care (OPEHC, and HPP Grant Recipient) all scholarships must be pre-approved. If you are planning to attend a conference or training that is **NOT** on the list below, you must get approval prior to securing a scholarship.
4. Training MUST be COMPLETED prior to June 30, 2025. All expenses will be paid up front by the healthcare organization or employee. A **Request for Reimbursement** form along with receipts and confirmations of registration MUST be submitted within two weeks following the event in order to be reimbursed. Individual meal receipts are NOT required.

### **To receive a scholarship:**

1. Submit a completed Scholarship Form along with the Conference Flyer or Notification (if it is NOT one of the conferences listed below) to [coordinator@nwwiherc.org](mailto:coordinator@nwwiherc.org)
2. Wait for Confirmation that you have received the scholarship **PRIOR** to registration if receipt of funds decides if you are attending or not.
3. Attend the event.
4. Submit a completed **Request for Reimbursement** Form along with all receipts and confirmation of registration within two weeks following the event to [coordinator@nwwiherc.org](mailto:coordinator@nwwiherc.org)

### **Examples of PRE-APPROVED Conferences Eligible for Scholarship: (You must still apply for the scholarship)**

- 2024 FOCUS (Sponsored by WI Division for Quality Assurance) Conference, Green Bay, WI, November 20-21, 2024
- 2024 WEMA (Wisconsin Emergency Management Association) Conference, Steven's Point, WI, September 24-26, 2024
- AHEPP (Association of Hospital Emergency Preparedness Professionals) Conference, Orlando, FL, February 24-26, 2025
- Emergency Care and Trauma Care conferences hosted by UW Health, Mercyhealth, and others

- EMS 2024 CNE (Continuing Nurse Education) Conference, Mayo Clinic Health System-Eau Claire, Eau Claire, WI, October 9, 2024
- National Association of County and City Health Officials Preparedness Summit
- National Healthcare Coalition Preparedness Conference, December 10-12, 2024, Orlando, FL
- Preparedness Practicum, Brooklyn Center, MN, February, 2025
- Public Health Preparedness Summit, San Antonio, TX. April 29-May 2, 2025
- Regional Trauma Conferences
- Rural Trauma Acute Care Surgery Symposium, Marshfield Clinic, Marshfield, Hybrid Option, October 18, 2024
- The Joint Commission Emergency Management Conference
- Under One Roof Conference, Duluth, MN, May 20-21, 2025
- WALHDAB Operations Conference, Wisconsin Dells, WI, February 18-19, 2025
- WEM Governor's Conference on Emergency Management and Homeland Security, Green Bay, WI, March 10-12, 2025
- WEM Sponsored Training (travel expenses as courses are free)
- WEMSA (Wisconsin Emergency Medical Service Association) Conference, Resch Expo, Green Bay, WI, January 21-24, 2025
- WHCA/WiCAL (Wisconsin Health Care Association/Wisconsin Center for Assisted Living) Conference, Osthoff Resort, Elkhart Lake, WI, October, 23-25, 2024
- WIPSCOM (Wisconsin Public Safety Communications) Conference, TBD
- Wisconsin Active Threat Integrated Response Conference
- WPHA (Wisconsin Public Health Association) Conference Baird Center, Milwaukee, WI, May 20-22, 2025

# Scholarship Application

Please click on item to complete this fillable form.

Name

Title/Position

Phone Number

Email

Healthcare Agency or Organization

Name of Training, Education or Conference

Dates of Training

How will this training increase Emergency Preparedness Capabilities within the region?

Requested Amount of Scholarship

Signature of Requestor

Date of Request

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## **Request for Scholarship:** Status

Please remember to keep all receipts and registration confirmations to be submitted within two weeks of the Conference or Training.

Submit a **Request for Reimbursement** Form (found on our website under Resources) and all receipts (do not need individual meal receipts) to: [coordinator@nwwiherc.org](mailto:coordinator@nwwiherc.org)