

## Sally Burns Rambo Scholarship Eligibility, Application Requirements & Submission Guidelines

This document is to be used to help you prepare to complete your online application.

Please make note of the application elements that require you to upload a separate PDF document and those that will prompt you to create a list within the online application.

### The Sally Burns Rambo Scholarship

*The Club Foundation will award scholarships annually, based on the availability of funds and merit of the application. This scholarship funds the tuition cost of your choice of one of the CMAA Business Management Institute (BMI) courses or the Certification Review Course, and up to \$1,500 in travel expenses (travel and lodging only). Scholarship awards will be granted based on recommendations made by The Club Foundation Allocation Committee and as approved by The Club Foundation Board of Governors. The scholarship only applies to programs/courses not yet registered for or taken and expires if unused by the assigned deadline. **Incomplete applications will not be considered.***



Sally Burns Rambo

### Eligibility: To qualify for this scholarship, candidates must:

- Be a female currently working in the club industry
- Be a current member of CMAA
- Been a CMAA Professional Member for a minimum of three (3) years

### Application Requirements:

The following items will be needed to complete your online application:

- Candidate Contact Information – text fields
- CMAA Member ID# - text field
- A signed letter of recommendation from the General Manager at the applicant's club – upload PDF

- If the applicant is a General Manager, then the recommendation letter must be from the Club's President
- A signed letter of recommendation from a Board Member of the applicant's local CMAA chapter – upload PDF
- List of CMAA Activities – upload PDF
  - Describe any CMAA activities in which you are/have been an active participant (i.e. chapter activities, education programs/workshops, conferences, etc).
- List of Community Activities – upload PDF
  - Describe any community activities in which you are/have been an active participant.
- Education Budget – text fields
  - What is your club's total budget allocation for education?
  - How do you personally benefit from that allocation?
- Applicant essay (500-1,000 words) addressing the following – upload PDF
  - What are your career objectives within the club industry?
  - Sally Burns Rambo, CCM was a role model for many within the club industry. Please discuss someone you consider to be a role model and the characteristics or attributes they have that inspire you.
- Current Resume – upload PDF

### **Submitting Your Application:**

- [Click here](#) to access the online application.
- Applications must be submitted by 11:59 pm EST on September 1.
- Applicants will be notified via email that their application has been successfully submitted.

Please use the [online contact form](#) for any questions regarding the application or submission process. You may also call us at 703-299-4284.

*Updated 2/18/2025*