



# THE FRANK BAREFIELD GBAA SCHOLARSHIP FUND

## Credential opportunities to advance the careers of property management professionals

Over the years, Frank Barefield, Past President of GBAA (twice), Past President of the Alabama Apartment Association (twice), and Past Regional Vice President of the National Apartment Association, has been a passionate advocate on behalf of the industry and made so many contributions to our community. He has always understood if we want our industry to continue to grow and thrive, we must provide opportunities for advancement of careers as property professionals through education. Frank Barefield also knows that many are unable to cover the cost on their own and their employers do not provide further education as a benefit.

The Greater Birmingham Apartment Association (GBAA), through the generosity of Frank Barefield has established a scholarship fund to provide professional development opportunities for those who are unable to afford course fees on their own or through their employer.

The Frank Barefield GBAA Scholarships will be awarded to industry professionals ready to advance their careers through The National Apartment Association Education Institute (NAAEI) credentials and/or professional classroom educational offerings through the GBAA. Recipients will have course registration fees covered for the following NAAEI credential programs:

- Certified Apartment Manager® (CAM)
- National Apartment Leasing Professional® (NALP)
- Certified Apartment Portfolio Supervisor® (CAPS)
- Certified for Apartment Maintenance Technicians ® (CAMT)
- Certified Pool Operator
- EPA Certification
- Certified Apartment Supplier (CAS) + Supplier Success Program

This scholarship must be used within 12 months of award and can be used to attend classroom-delivered or online programs. GBAA staff will work with each scholarship recipient to find a local or NAAEI credentials are available online. Any travel expenses are the responsibility of the recipient.

## SCHOLARSHIP APPLICATION

To be considered for The Frank Barefield GBAA Scholarship Program, you must submit a completed application form, your resume, your personal statement and a letter of reference from your supervisor or a senior level employee at your company. Documents must be uploaded in a PDF format.

## ELIGIBILITY

To be eligible for The Frank Barefield GBAA Scholarship, candidates must be:

- ✓ currently employed full-time as an apartment industry professional;
- ✓ must have been employed with the same company for a minimum of 6 months and in the multifamily industry for a minimum of 12 months;
- ✓ your employer must be a member of the GBAA in good standing;
- ✓ be committed to using the scholarship funds within 12 months (failure to complete the course within the time allotted will require payment back to the GBAA for another scholarship at 50% of the cost of the original scholarship awarded)

## EVALUATION CRITERIA

Eligible applicants must receive a minimum score of 75 points out of a total of 100 to be considered for a scholarship. Applicants are scored based on the following criteria:

- ✓ Personal Statement: 50 points
- ✓ Letter of Recommendation: 50 points

## REVIEW PROCESS

**Applications are due by November 8<sup>th</sup> of each year.** All completed applications that meet the above eligibility requirements will be reviewed and scored by Past-Presidents of the Greater Birmingham Apartment Association. Applicants will receive an "Acceptance" or "Denial" letter via email on or before the 1<sup>st</sup> day of December of the year in which they apply. If you are denied, you may reapply at any time. Those awarded scholarships will be contacted by GBAA staff to discuss classroom-delivered and online credential options.



# THE FRANK BAREFIELD GBAA SCHOLARSHIP

## Application

### PERSONAL INFORMATION

Applicant Name:

Title:

Company:

Business Address:

City:

State:

Zip:

Business Phone:

Cell Phone:

Business Email:

Personal Email:

### CREDENTIAL APPLIED FOR



CERTIFIED APARTMENT  
MANAGER®



CERTIFIED APARTMENT  
PORTFOLIO SUPERVISOR®



NATIONAL APARTMENT  
LEASING PROFESSIONAL®



CERTIFICATE FOR APARTMENT  
MAINTENANCE TECHNICIANS



Certified Pool Operator



CERTIFIED APARTMENT  
SUPPLIER®  
(Includes Supplier Success Webinar)



## **SUPERVISOR INFORMATION**

Current Supervisor Name:

Title:

Cell Phone:

Email:

**PLEASE DESCRIBE HOW YOU MEET THE SCHOLARSHIP ELIGIBILITY REQUIREMENTS PREVIOUSLY LISTED.**



### **PERSONAL STATEMENT (PDF Required)**

Please upload a **personal statement** (no more than 750 words) that answers the following:

- What led you to pursue a career in the apartment industry?
- Describe your career objectives in the apartment industry.
- What are your life experiences that have impacted your personal and professional values and perspectives?
- If awarded a scholarship, how do you plan to use the knowledge and skills that you will gain to advance your career?

### **LETTER OF RECOMMENDATION (PDF Required)**

Please upload a signed letter of recommendation from your manager or other senior manager from your company (no more than 750 words) that addresses the following:

- Why do you recommend this applicant for The Frank Barefield GBAA Scholarship?
- How has this applicant demonstrated a commitment to your company and its business objectives as well as a desire to advance in his or her career?

## APPLICATION SUBMISSION INSTRUCTIONS

Please complete this application, a fillable PDF, online and email it, along with the following PDF documents:

- ✓ Your Personal Statement, no more than 750 words in a PDF format
- ✓ A Letter of Recommendation, no more than 750 words in a PDF format

**Applications must be received by Close of Business,  
November 8, 2019**

**Email or Mail Application, Personal Statement and Letter  
of Recommendation to:**

Jennifer Galbreath [jennifer@gbaa.biz](mailto:jennifer@gbaa.biz)

**Or Via Mail:** The FB GBAA Scholarship Fund  
5000 Grantswood Road, Suite 240  
Birmingham, AL 35210