

**You Could Win  
One of Two All-Expenses-Paid\* Trips  
to the 38<sup>th</sup> Annual Congress  
in Orlando, FL**

Eight deserving American Payroll Association members will receive APA education at absolutely no cost through the Payroll Education Grants sponsored by APA and Wisely Pay by ADP.

**Payroll Education Grants**

*recognize and honor payroll professionals for their  
commitment to educational and professional growth.*

**APA 2020 Payroll Education Grants:**

- One **Complete APA Payroll Education Package**
- Two **APA Course/Conference Grants**
- Three **Payroll Source Plus<sup>®</sup> Grants**

**Wisely Pay by ADP 2020 Payroll Education Grants:**

- One **Wisely Pay by ADP Payroll Education Grant**
- One **Wisely Pay by ADP Payroll Publication Grant**

Don't delay – apply online today! **The application deadline is February 11, 2020.**

Payroll Education Grants will be presented at  
the 38<sup>th</sup> Annual Congress  
Orlando, FL · May 5-8

**[www.americanpayroll.org/members/edgrant](http://www.americanpayroll.org/members/edgrant)**

\*Expenses include the cost of travel to and from Orlando, FL, hotel accommodations from May 5-8 (up to four nights), and the registration fee for the 38<sup>th</sup> Annual Congress. Travel itinerary must be approved by grant sponsor.

# **American Payroll Association 2020 Payroll Education Grants**

The Payroll Education Grants were established by the American Payroll Association in 1992 to honor its founder and first president, the late Donald W. Sharper, CPP. The grants are designed to encourage professional growth through APA's payroll training and educational offerings.

These grants are presented each year to **six** outstanding members of the Association in recognition of their professional and personal commitment to continuing education. The six grants include:

## **• One**

Complete APA Payroll Education Package entitling the recipient to the following:

- (1) Registration, round-trip airfare, and hotel accommodations (up to four nights) for the 38<sup>th</sup> Annual Congress in Orlando, FL (travel itinerary must be approved by APA)
- (2) Registration for any or all APA seminars for one year, beginning with the 38<sup>th</sup> Annual Congress and including courses at the Payroll Learning Centers in San Antonio, TX, or Las Vegas, NV (not including travel or hotel expenses)
- (3) A complete library of current APA books and publications, plus *PayTrain*<sup>®</sup>

## **• Two**

APA Course/Conference Grants entitling two recipients to a free registration for any one APA course or conference of their choice. This grant is good for one year, from May 5, 2020, through May 6, 2021. The free registrations do not include travel or hotel accommodations.

## **• Three**

One-year subscriptions to *Payroll Source Plus*<sup>®</sup>, APA's online payroll reference library that includes *The Payroll Source*<sup>®</sup>, *Federal Payroll Tax Laws & Regulations*, *Federal Payroll Non-Tax Laws & Regulations*, *APA's Guide to State Payroll Laws*, and the *PayState Update* newsletter

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## **Wisely Pay by ADP 2020 Payroll Education Grants**

Wisely Pay by ADP established its two grants to help payroll professionals by providing opportunities for education. The payroll community is at the heart of everything Wisely Pay by ADP does and continuing education is essential to helping payroll professionals stay informed on the latest developments and new technologies, while encouraging a desire to learn more about the paycard and payroll industries.

### **Wisely Pay by ADP will be offering two grants:**

#### **• One**

Payroll Education Package entitling the recipient to the following:

- (1) Registration, round-trip airfare, and hotel accommodations (up to four nights) for the 38<sup>th</sup> Annual Congress in Orlando, FL (travel itinerary must be approved by sponsor)
- (2) Four 90-minute APA webinars of the recipient's choice
- (3) A complete library of current APA books and publications, plus *PayTrain*<sup>®</sup>

#### **• One**

Payroll Publication Package entitling the recipient to a complete library of current APA books and publications, plus *PayTrain*<sup>®</sup>

## Candidate Requirements

- (1) Current member in good standing of the American Payroll Association.
- (2) Minimum of three years of work experience in the payroll field.
- (3) Previous grant winners are not eligible to apply for another award until at least three years after receipt of their previous award.

## How to Apply

To complete the online application, log in to [www.americanpayroll.org/members/edgrant](http://www.americanpayroll.org/members/edgrant). You may complete the application for yourself or nominate a fellow APA member. Please provide the applicant's contact details, including name, email address, and best contact telephone number. Points will be awarded for the completion of each item as indicated below:

- (1) Educational advancement
  - A. Professional growth, certifications, etc. (maximum 5 points)
  - B. Education (maximum 10 points)
- (2) Two letters of recommendation, signed and in PDF format, detailing why the applicant is a worthy candidate for an education grant. Please ensure the letter is no older than two years old. (maximum 5 points each)
- (3) A list and brief description of applicant's accomplishments, documenting:
  - A. Involvement in process improvements within the applicant's job, department, or organization (i.e., cost savings, efficiency/productivity increases, etc.) (maximum 15 points)
  - B. Organizational growth (i.e., staff development, corporate awareness, etc.) (maximum 5 points)
  - C. Participation in community service (i.e., civic engagement, volunteer work, etc.) (maximum 10 points)
  - D. Involvement with the American Payroll Association for the past three years
    - Local and/or State/Regional level (maximum 10 points)
    - National level (maximum 10 points)
- (4) Personal statement. Describe how receiving an education grant would help the applicant in the advancement of his or her payroll professional career. Limit the response to one typed page of 50-100 words. (maximum 25 points)

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### **Total 100 Possible Points**

### **Application Deadline: February 11, 2020**

NOTE: APA employees, as well as members of the APA Board of Directors and Officers, Board of Advisors, and National Speakers Bureau, are not eligible for these grants, but they may nominate someone.

### **APA Education Grant Committee**

#### **Chairperson**

**Karen Settembrino, CPP**  
*Principal Applications Engineer*  
*Oracle Corporation*

**Stuart Evans, CPP**  
*Principal Consultant*

**Terry Meggitt, CPP**  
*Self Employed*

**Christine Ness, CPP**  
*Director of Payroll Services*  
*University of San Diego*

**Barbara Norris, CPP**  
*Senior Payroll Tax Analyst*  
*Cleveland-Cliffs*