



2011 Vicki Sheppard Scholarship Award

Funded by the Fire Training Officers of the Palm Beaches, L.L.C.

HISTORY

Vicki Sheppard started her career as an EMT working for a private ambulance company, American Ambulance Association (AAA), where she obtained her paramedic certification. In 1982 Sheppard attended the Broward Fire Academy where she received a Firefighter Certification. Sheppard holds an Associate of Science in Emergency Services and Baccalaureate in Engineering. In addition she has collected more technical certifications than would be practical to list.

Palm Beach County Fire Rescue was established on October 1, 1984. Vicki Sheppard was among the first crew of firefighters and paramedics that served this organization. Vicki Sheppard served as a Lieutenant at station 34 but worked her way up the ranks until she found a home in the Training and Safety Division. As Division Chief, she effectively supervised a team of twelve officers who are responsible for the development and delivery of training over 1,000 career firefighters. During her tenure in the fire service, Vicki Sheppard served as the President of the Training Officers of the Palm Beaches, was a member of the Fire Chiefs Association of Palm Beach County, and the Florida Fire Chiefs Association. Chief Sheppard was an active member of the Live Fire Curriculum Development Committee for Florida's Bureau of Fire Standard and Training. Sheppard worked diligently with Chief Herman Brice and the other key administrators to build Palm Beach County's Regional Training Facility.

Sheppard is known among her Training Officer peers as the "go to" person whenever there is something or someone that they need to know. Her retirement leaves a void and she will be greatly missed by her friends and associates in the fire service.

When her retirement was announced, the Fire Training Officers of the Palm Beaches L.L.C. unanimously agreed to honor her years of hard work and dedication by offering an educational scholarship in her name.



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QUALIFICATIONS FOR SCHOLARSHIP

For consideration the applicant must meet one or more of the following criterion:

- a. The applicant possesses current certification as an EMT-B and/or Paramedic.
- b. The applicant possesses current certification as a volunteer or career firefighter.
- c. The applicant is an active member of the military services seeking a career in the EMS and/or Firefighting field.
- d. The applicant received an honorary discharge from the military services and is seeking a career in the fields of EMS and/or Firefighting.
- e. The applicant graduated from West Palm Beach Fire Rescue's Fire Storm program or is an active member of a city or county fire service explorer program.

To receive the Scholarship ALL of the following conditions must apply:

- f. The applicant must be at least 18 years of age as of the date of application.
- g. Scholarship money must be used toward initial or continuing education in the fields of EMS and/or Firefighting.
- h. Scholarship money will be paid directly to an approved educational facility as determined by the board of directors.
- i. Members of the Board of the Fire Training Officers of the Palm Beaches, L.L.C., their relatives and family members are excluded from eligibility.
- j. Scholarship money will be awarded in conjunction with applicable State and Federal laws. No statement, promise, or document which is made by any member of the Fire Training Officers of the Palm Beaches, L.L.C., shall supersede State or Federal law. When conflict between scholarship criterion and law exists, the law shall prevail and the terms of the scholarship adjusted by the board in accordance to the law.
- k. Recipient must be a resident of Palm Beach County, Florida.
- l. Scholarship is only good when used toward educational opportunities in Palm Beach County, Florida.



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The selection of recipient(s) of the Award shall be made without discrimination of race, color, sex, religion, disability or national origin.

GUIDELINES FOR APPLICATION

All applicants must submit a type written essay, a minimum of a one but no longer than two pages in length. The essay shall explain why the applicant has chosen to pursue a career in the EMS and/or Firefighting fields. If the applicant is currently in the field and is applying for the scholarship toward continuing education, they should explain how the course they would like to take will contribute to their profession. Explain any issues of financial need and how receipt of this scholarship will help you at attain your career goals.

Each applicant shall also provide two (2) letter of recommendation containing the following information:

1. The name of the applicant and the name of the person making the recommendation.
2. Contact information for the person making the recommendation. This will be at a minimum their mailing address, telephone number, and email address.
3. The length of time the applicant and the person making the recommendation have known each other.
4. The relationship between the applicant the person making the recommendation. (Recommendations shall not come from relatives).



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AWARD(S)

Each year during the monthly meeting in November, the members of the Fire Training Officers of the Palm Beaches, L.L.C. shall hold a vote to determine if funds are available and if they will be awarding the Vicki Sheppard Scholarship Award. The amount of the award or awards will be determined by majority vote.

Application for the award will be posted on the Fire Training Officers of the Palm Beaches, L.L.C. website no later than May 31 of the following year. Application deadline will be no later than July 31. All applications shall be sent to the Secretary of the association (10500 North Military Trail, Palm Beach Gardens, FL 33410). Application will be reviewed for completeness. All qualifying applications will have all identifying information removed. In August, the Board of Directors will review the anonymous applications and make the final decision for approval of any scholarship to be awarded. The board will submit the name of the scholarship recipient to the body at the next monthly meeting.

A letter or letters shall be drafted to notify the recipients(s) of their scholarship request status.

Scholarship awards will be paid directly to the institution of the recipient's choice in their name and toward their tuition. If the recipient does not complete the course or program that the money was allocated for, they will be obligated to return the money to the Fire Training Officers of the Palm Beaches, L.L.C. If the reason for non-completion was due to extreme circumstances, the board will request an explanation in writing and may vote to waive the reimbursement requirement.



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APPLICATION COVER SHEET

APPLICANT

INFORMATION: Last Name: _____ First Name: _____ MI: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____

Email: _____

Are you currently employed by an emergency service in Palm Beach County: _____

HIGHEST LEVEL OF EDUCATION COMPLETED:

High School ___ A.S./A.A. ___ B.S./B.A. ___ Post Graduate ___

Address for the last school you've attended:

Name: _____

City : _____ State: _____ Zip: _____

Phone: _____ Date you last attended: _____

PROGRAM APPLYING FOR:

EMT Paramedic Firefighting
(including Inspector, EFO, AS/BS degree, etc)

Educational Institution: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cost of program: _____

Program intend to attend: _____

Start date: _____ End Date: _____

Estimated total cost of the course including books and tuition: _____



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**CERTIFICATION
STATEMENT:**

I _____ declare that the above responses are accurate and understand that any false statements will disqualify this application. I acknowledge that an incomplete application may be disqualified. I further understand the terms and conditions of the scholarship award and if the award is granted to me, I authorize the release of information contained in this application as needed. The recipient of the Vicki Sheppard Scholarship shall provide copies of applicable certifications, and any additional information as required to provide proof of eligibility to the Fire Training Officers of the Palm Beaches, L.L.C. The recipient agrees to publication of this award to the media and release of applicable information as required to the media.

Signature: _____ Date: _____