

California CUPA Forum Board Scholarship Outline

1. 7-Eleven (Southland) Settlement Scholarship Outline

A multi-county task force recently reached a settlement with 7-Eleven (Southland Corporation) regarding underground tank violations at some of their gas stations. This settlement included \$325,000.00 to be administered by California CUPA Forum Board for scholarships to multi-jurisdictional and multi-media training.

Eligible Agencies

Unified Program Agencies who had one or more 7-Eleven gas stations in their jurisdiction at the time of the settlement order are eligible for scholarships. A list of gas stations was made a part of the court order and is posted on the CUPA Forum website (www.calcupa.net). In those jurisdictions with PAs, both the CUPA and the PA(s) are eligible for the scholarships, regardless of the program elements for which they are responsible.

Division of Funds

The amount an agency receives is determined exclusively by the number of 7-Eleven gas stations in their jurisdiction at the time of the settlement order. A total amount of \$1,400.86 per station will be available. The distribution of the funds is spread over 2004 to 2008. \$775.86 per station is available as of November, 2004. An additional \$156.25 per station will be available July 15 in 2005, 2006, 2007, and 2008.

For sites within a jurisdiction of both a CUPA and a PA, the CUPA and PA must submit a document in writing to the CUPA Forum Board, signed by both the CUPA and the PA, specifying how the funds shall be divided between the two agencies. If the CUPA and the PA cannot come to an agreement regarding how the funds are to be divided, the CUPA Forum Board will make the decision.

Program Duration

The settlement specifies all funds are to be spent within five years of the Order. Thus, funds need to be spent by the end of October, 2009.

Eligible Courses

The scholarships were intended to provide training for multi-media and multi-jurisdictional enforcement activities, such as the one that resulted in this settlement. This is training that addresses cooperative enforcement actions that involve more than one program and more than one jurisdiction.

Examples of sources of such training include: CUPA Annual Conference, CSTI, CHMIA, FLETC West, ARB Symposium, Some CDAA courses and other courses to be determined.

2. SBC/AT&T Scholarship Outline

This settlement included \$300,000.00 (\$75,000 per year for 4 years) to be administered by California CUPA Forum Board for the purpose of providing scholarships for its annual training conference, starting with the 2007 conference.

Eligible Agencies

Unified Program Agencies are eligible for scholarships. In jurisdictions with PAs, both the CUPA and the PA(s) are eligible for the scholarships, regardless of the program elements for which they are responsible.

Division of Funds

First priority will be determined to use any 7-Eleven fund that might be available in that jurisdiction. If 7-Eleven funds are not available for the applicant, the CUPA Forum board will make a list of all applicants by October 31 of each year. One scholarship per jurisdiction will be provided until the \$75,000 has been budgeted per conference (example \$1,250 budgeted per 60 jurisdictions = \$75,000). A jurisdiction can spread the \$1,250 for its staff just on registration fees to get more people to the conference or use the funds on one person to pay for all travel costs. If all jurisdictions did not apply by October 31 and more funds are available to give two scholarship per jurisdiction, then the board will apply those funds to the smaller rural jurisdictions.

Program Duration

The settlement specifies \$75,000 per year for the 2007, 2008, 2009 and 2010 annual training conference.

Eligible Courses

The scholarships were intended to provide training for any class being held at the annual CUPA training conference.

Application Process for Scholarship

Applicants must complete and submit an "Application for the California CUPA Forum Board Scholarships and mark the application for 1. 7-Eleven - Scholarship" or 2. SBC/AT&T form at least 15 days prior to the training course for 7-Eleven and by October 31 of each year for SBC/AT&T. For classes that are not announced this far in advance, contact Sheryl Baldwin at (530) 676-0815. **An Award letter will be mailed and emailed to each applicant. Please note, no funds are authorized until the award letter has been sent.**

Covered Expenses and Reimbursement Process

After the training, recipients will be required to submit a State of California Travel Expense Claim (TEC) form in order to be reimbursed for expenses. An electronic version is available on our website at www.calcupa.net. Travel expense claim forms must have original signature, and original receipts must be attached. Travel expense claim forms are due to the California CUPA Forum no later than close of business on thirty (30) days after the training. Faxed copies cannot be accepted. Forms and receipts are to be mailed to:

California CUPA Forum	530-676-0815 Office
Attn: Sheryl Baldwin	530-676-0515 fax
California CUPA Forum Board	www.calcupa.net
P.O. Box 2017	sheryl@ccdeh.com
Cameron Park, CA 95682-2017	

- Reimbursement for meals will be made at state rates (\$6 for breakfast, \$10 for lunch, \$18 for dinner). We will not reimburse if a meal was provided at the training. Applicants will be reimbursed for meals on travel days (dinner if they leave before home on Sunday before 5pm or arrive home on Thursday after 7pm).
- Receipts are required for transportation, taxi, and hotel but not meals.
- If Applicants choose to drive to the training, they will be reimbursed for mileage at \$0.40.5 per mile up to the amount it would have cost them to fly. The mileage rate includes gas charges, so applicants cannot be reimbursed for gas separately.
- We can reimburse local agency or individuals for approved training reimbursement of expenses.