



MICHELLE LAPPIN MEMORIAL HELICOPTER SCHOLARSHIP

1. INTRODUCTION.

The Michelle Lappin Memorial Helicopter Scholarship is established to honour the memory of Michelle Lappin, a passionate member of the Australian Women Pilots' Association. Michelle was an accomplished fixed wing powered pilot and glider pilot, RA-Aus instructor, Chief Flying Instructor of the Latrobe Valley Gliding Club, Chief Flying Instructor of her own Recreational Aviation school Aerial Extras and RA-Aus accident investigator. When she passed away in 2016 she was studying for a helicopter licence.

Through her own example and friendship Michelle encouraged and inspired women in the aviation community.

2. THE AWARD.

The Award is known as "The Michelle Lappin Memorial Helicopter Scholarship" and is to be available annually to assist a member to undertake practical flight training in a helicopter.

The award is to be advertised in Airnews and other aviation journals from September to December each year as well as on the AWPA website..

3. FINANCE.

The payment of the Award (currently \$2500) is to be on a dollar for dollar basis on presentation of invoices or validated receipts to the Award Coordinator, who will arrange payment via the Treasurer, Victorian Branch AWPA. Funds are to be donated each year by Michelle's family

All Award funds and transactions are to be included in the financial accounts of the Victorian Branch

4. ADMINISTRATION.

The Award will be managed by the Award Coordinator, who is appointed by the State Committee of the Victorian Branch of AWPA, The Committee will oversee the management of the award.

5. TO QUALIFY.

Applicant must:

- Be resident in Australia
- Hold a current CASA Medical Certificate
- Have a minimum of 5 hours experience in a helicopter
- Have a minimum of 12 months AWPA financial Membership immediately prior to application is a requirement
- Award monies are to be used by the recipient within 12 months, failure to do so without the written permission of the committee may result in forfeiture of the Award

6. APPLICATION.

Email applications must be received by Victorian Scholarship Coordinator by 17:00 Australian Eastern Daylight Time 31st January, describing the applicant's need for assistance and the purpose for which the money will be used.

Names, addresses and telephone numbers of two (2) referees must be included for character and flying references.

Submitted applications will be kept for a minimum of 12 months and will then be destroyed/deleted in a confidential manner by the Coordinator.

7. SELECTION CRITERIA

The Award will be granted to the applicant who best meets the following criteria:

- The applicant demonstrates their commitment to supporting women achieve excellence in aviation
- The applicant demonstrates how they currently contribute to encouraging and inspiring other women pilots, or aspiring pilots

The time limit for utilization of the Award should be within twelve months from the date of presentation at the Annual Conference. In extenuating circumstances, an extension for up to 12 months may be approved by the State Committee on application.

8. SELECTION PROCESS

The selection process is undertaken by a Selection Committee of three, consisting of the State President and/or State Treasurer and the scholarship Award Coordinator. Another member may be co-opted to assist in the selection process if one of the panel members is unavailable or identifies a conflict of interest.

A quorum is set at three, which must include at least one member of the Victorian State Committee.

The coordinator is to advise the National AWPAscholarship Coordinator of 1st, 2nd and 3rd selections at least one week prior to the Annual Conference Presentation Function.

9. NOTIFICATION.

The Award recipient(s) will be announced at the Annual Conference Presentation Function and will be notified in writing by the Award Coordinator.

The National AWPAscholarship Coordinator coordinates the printing of the Award certificate.

The winner(s) will be directed to accept, in writing, within one month to the Award Coordinator.

Non-winners will be advised in writing after the National Annual General Meeting by the Award Coordinator.

After acceptance of the Award, the Award Coordinator is to advise the State Treasurer of the name of the winner and the approved purpose of the Award.

10. AMENDMENTS OR ADDITIONS

It is recommended that these guidelines be reviewed on a 12 monthly basis. Amendment or addition to these rules must be moved and seconded at a Victorian General meeting and passed by a majority.