



## Steven A. Devan Classified Employee Professional Development Scholarship 2026 Application Package

### Instructions

1. All sections must be completed in a typed or clearly printed format
2. Applications must be received by **Thursday, April 30, 2026 at 5PM PDT**
3. Include supervisor approval (if requesting release time)
4. Include proof of payment and completion (for reimbursements)
5. Include any supporting documentation
6. Mail or drop off the completed application form (page 3-4) to:

**East County Schools Federal Credit Union**  
**Attn: Scholarship Committee**  
**1069 Graves Avenue Suite #100**  
**El Cajon, CA 92021-4573**

### Scholarship Guidelines

Applicants must:

- ✓ Be an ECS Federal Credit Union member. [Not a member yet? Apply here.](#)
- ✓ Be a current classified school employee.
- ✓ Demonstrate how the requested professional development aligns with their current role and/or long-term career growth in education.
- ✓ Applicants may request up to \$1,000 per award cycle. Awards may be granted in full or in partial amounts.

For more information, visit [www.EastCountySchools.org/scholarship](http://www.EastCountySchools.org/scholarship) or call/text (619) 588-1515 or e-mail [marketing@eastcountyschools.org](mailto:marketing@eastcountyschools.org).



1069 Graves Avenue Suite #100 El Cajon, CA 92021  
Call or Text: (619) 588-1515 Fax: (619) 588-2197

*Exclusively serving San Diego County school employees and their families since 1956*



## Qualifying Professional Development

The scholarship may be used for professional growth opportunities including, but not limited to:

- College or university courses, tuition expenses
- Certification programs, exam or certification fees
- Conferences or workshops
- Coaching or mentoring programs
- Online learning platforms or professional subscriptions
- Required materials or textbooks
- Travel expenses or childcare expenses necessary to attend approved professional development
- Release time needed to participate in opportunities (*need Supervisor approval*)

## Exclusions

The scholarship will not cover:

- Mandatory job training required by an employer
- District-paid curriculum or employer-funded professional development
- Non-career-related learning or hobby-based activities
- Expenses unrelated to the approved professional development request

## Payment Structure

The scholarship may be awarded in one of two ways:

### 1. Reimbursement

For professional development already completed within the last 12 months from application date.

- Documentation is required (receipts, proof of payment, proof of completion/attendance).
- A short reflection of 100 words or less describing the impact of the experience must be submitted.

### 2. Pre-Approval / Advance Funding

For future professional development opportunities up to 12 months from application date.

- A detailed explanation of the opportunity must be provided.
- Estimated costs and supporting documentation (registration info, syllabus, program outline, etc.) must be included.
- Payment may be issued directly to the provider or to the recipient, as appropriate. If funds are disbursed to the recipient, documentation of payment and proof of completion for the approved professional development activity must be provided.



STEVEN A. DEVAN

**CLASSIFIED EMPLOYEE**

**PROFESSIONAL DEVELOPMENT SCHOLARSHIP**

**APPLICATION**

**APPLICANT INFORMATION**

Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email address: \_\_\_\_\_  
 Home Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 School District/Employer: \_\_\_\_\_  
 Current Position/Title: \_\_\_\_\_ Years in Current Role: \_\_\_\_\_

**PROFESSIONAL DEVELOPMENT REQUEST #1**

Title of Course/Program/Event: \_\_\_\_\_  
 Provider/Institution: \_\_\_\_\_  
 Dates of Attendance: \_\_\_\_\_ Location (or online): \_\_\_\_\_  
 Is this request for (check one):  Reimbursement (completed activity)  
 Pre-Approval / Advance Funding (future activity)

Itemized Costs:	ITEM	AMOUNT
<i>(i.e. tuition, fees, registration, travel expenses)</i>	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____

**PROFESSIONAL DEVELOPMENT REQUEST #2 (OPTIONAL)**

Title of Course/Program/Event: \_\_\_\_\_  
 Provider/Institution: \_\_\_\_\_  
 Dates of Attendance: \_\_\_\_\_ Location (or online): \_\_\_\_\_  
 Is this request for (check one):  Reimbursement (completed activity)  
 Pre-Approval / Advance Funding (future activity)

Itemized Costs:	ITEM	AMOUNT
<i>(i.e. tuition, fees, registration, travel expenses)</i>	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____



**PROFESSIONAL DEVELOPMENT REQUEST #3 (OPTIONAL)**

Title of Course/Program/Event: \_\_\_\_\_

Provider/Institution: \_\_\_\_\_

Dates of Attendance: \_\_\_\_\_ Location (or online): \_\_\_\_\_

Is this request for (check one):  Reimbursement (completed activity)  
 Pre-Approval / Advance Funding (future activity)

Itemized Costs: <i>(i.e. tuition, fees, registration, travel expenses)</i>	ITEM	AMOUNT
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____
	_____	\$ _____

**STATEMENT OF PURPOSE**

In 100 words or less, please describe the professional development opportunity and explain how it will (or has):

- Enhance your current role
- Support your long-term career goals
- Benefit your students, school, or educational community

**CERTIFICATION AND SIGNATURE**

I certify that the information provided is accurate and complete. I understand that if awarded, documentation of the professional development activity may be requested.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_