



Fort Drum Regional Health Planning Organization EMS Program Agency

"Proudly Serving Clinton, Essex, Franklin, Jefferson, Lewis, St. Lawrence, Warren, and Washington Counties."

Paramedic Scholarship Program – Application & Selection Process

1. Program Overview

The Fort Drum Regional Health Planning Organization (FDRHPO) Paramedic Scholarship Program provides financial assistance of up to \$10,000 per recipient to support individuals pursuing initial Paramedic certification.

A total of four (4) scholarships will be awarded under this program:

- Two (2) scholarships for providers in the North Country Region
 - Jefferson, Lewis & St. Lawrence Counties
- Two (2) scholarships for providers in the Mountain Lakes Region
 - Clinton, Essex, Franklin, Warren & Washington Counties

The program is designed to strengthen the EMS workforce within the North Country and Mountain Lakes Regions by reducing financial barriers to advanced EMS education.

Scholarship funds may be applied exclusively to tuition costs associated with a New York State–approved Paramedic education program.

If the total tuition charged by the Paramedic education program is less than the maximum \$10,000 award, any remaining scholarship funds may be utilized to reimburse the recipient for other documented, program-related expenses, subject to FDRHPO approval.

Eligible reimbursable expenses may include textbooks, required educational materials, uniforms, equipment mandated by the program, and required certification or examination fees.

All reimbursements beyond tuition:

- Must be directly related to completion of the Paramedic program
- Must be supported by itemized receipts
- Are subject to FDRHPO review and approval

Scholarship funds may not be used for personal, discretionary, or non-program-related expenses.

Awards are contingent upon available funding and successful completion of the application and review process.

2. Eligibility Requirements

Applicants must meet all of the following criteria:

1. Be accepted into, or actively enrolled in, a New York State–approved Paramedic education program.
 2. Hold a current New York State EMT certification at the time of application.
 3. Reside in, or demonstrate intent to provide EMS service within, the North Country or Mountain Lakes Regions.
 4. Be in good standing with their current EMS agency (if affiliated).
 5. Must not have any active investigations with the New York State Division of EMS or have any open CQI issues in their respective region(s).
 6. Commit to completing the Paramedic program and seeking certification upon graduation.
 7. Agree to any post-award service or reporting requirements established by FDRHPO.
-

3. Application Components

A complete application must include the following:

A. Application Form

- Applicant contact information
- EMS certification and agency affiliation (if applicable)
- Paramedic program name, location, and anticipated start/end dates

B. Proof of Program Acceptance or Enrollment

- Letter of acceptance or enrollment confirmation from the Paramedic education program

C. Personal Statement

Applicants must address:

- Motivation for pursuing Paramedic certification
- Career goals and anticipated role within the EMS system
- Commitment to serving the North Country and/or Mountain Lakes Regions
- Financial need and how the scholarship would support successful completion of the program

D. Tuition Cost Summary

- Itemized tuition costs charged by the Paramedic education program
- Documentation from the educational institution verifying tuition amounts
- Identification of other tuition-specific funding sources (if any)

E. Letters of Recommendation (Two Required)

- At least one letter from an EMS supervisor, instructor, or agency leadership
 - Letters should speak to the applicant's clinical aptitude, professionalism, and readiness for Paramedic-level education
-

4. Selection Committee Structure

Applications will be reviewed by a Scholarship Review Committee composed of:

- Two (2) instructors
 - One from the North Country Region, One from the Mountain Lakes Region
- Two (2) representatives from the REMSCO's Training and Education Committees
 - One from the North Country Region, One from the Mountain Lakes Region
- Two (2) representatives from the REMSCO's General Membership
 - One from the North Country Region, One from the Mountain Lakes Region

Committee members will:

- Independently score applications based on the established selection criteria
- Participate in a collective review discussion as needed
- Submit scoring summaries and recommendations to FDRHPO

Committee members must disclose any conflicts of interest and recuse themselves from reviewing applications where a conflict exists.

5. Selection Criteria

Applications will be evaluated using a standardized scoring rubric based on the following weighted criteria:

1. *Commitment to Regional EMS Service*
Demonstrated intent to serve within the North Country or Mountain Lakes Regions following certification.
2. *Professional Experience*
Evaluation of the applicant's EMS experience, including scope of practice, years of service, agency involvement, leadership roles, performance history, and demonstrated clinical competency.
3. *Education/Academic Background*
Assessment of the applicant's academic background and readiness for the rigor of Paramedic education, including prior coursework, certifications, training achievements,

academic performance, and demonstrated ability to succeed in a structured learning environment.

4. *Personal Statement Quality*

Clarity of goals, motivation, and alignment with regional workforce needs.

5. *Financial Need*

Demonstrated need for financial assistance to successfully complete the program.

6. *Letters of Recommendation*

Strength of endorsements and evidence of reliability, professionalism, and clinical potential.

6. Final Decision Authority

The Scholarship Review Committee provides scoring and recommendations. FDRHPO provides final award approval.

FDRHPO reserves the right to:

- Award up to four (4) scholarships total, with two (2) awarded per region
- Adjust award amounts up to the \$10,000 maximum
- Decline to make an award if applications do not meet program standards

All decisions made by FDRHPO are final.

7. Application Processes, Award Notification, and Disbursement

- The application period for period 2, 7/1/2025-6/30/2026, of the Program Agency Contract will open in the beginning of March 2026, and will be due by April 30, 2026
 - Recipients will be notified of the award decision by June 1, 2026.
 - For period 3-5, 7/1/2026-6/30/2029, the applications will open May 1st of the respective year
 - The Deadline for Applications for periods 3-5 will be June 30th.
 - Applicants will be notified of award decisions by August 1st.
 - Scholarship funds will be disbursed directly to the educational institution and applied solely to tuition charges, at FDRHPO's discretion.
 - If tuition is less than the \$10,000 max award, the remaining balance may be utilized to reimburse for course-related expenses previously outlined.
 - Recipients must provide documentation of expenses prior to reimbursement.
-

8. Recipient Obligations

Scholarship recipients must:

1. Maintain satisfactory academic progress throughout the Paramedic program.
2. Notify FDRHPO of any changes in enrollment status.
3. Must remain compliant with the eligibility requirements outlined in section 2 of this document.
4. Provide proof of course completion and Paramedic certification eligibility.
5. Participate in any reasonable follow-up or workforce reporting requested by FDRHPO.
6. Commit to working in the FDRHPO's coverage area for a minimum of 1 year.

Failure to meet these obligations may result in suspension or repayment of awarded funds, and will be handled on a case by case basis.
