

A/101 Aviation Association Memorial Scholarship Trust

The purpose of the A/101 memorial scholarship(s) is to perpetuate the memory of those personnel who, while members of the unit, gave their lives in the service of their country and to further honor those members who are still unaccounted for in Southeast Asia.

Toward this end, the A/101 Aviation Association (the "Association") annually awards ___ scholarships to applicants that most meet the established criteria for the furtherance of their formal education in an accredited institution of higher learning. Maximum educational attainment under this program is that of a Bachelor's Degree.

As such, the Association will maintain a permanent fund within its treasury with ample monetary reserves to honor each and every scholarship obligation as approved by its Board of Directors. The scholarship grant(s) awarded by the Association towards a Bachelor's Degree shall be not less than \$500.00, nor more than \$1,000 per year for a maximum of four years, as recommended by the Association's Scholarship Committee and approved by the Board of Directors.

ELIGIBILITY – Applicants must be:

1. Children (natural or adopted), step-children or grandchildren of an individual assigned to and who served, or continues to serve, with Company A, 101 Avn. Bn., including any antecedent unit designations and all future ones (the "Qualifying Sponsor"). The present unit designation is **Company A, 4th Avn Bn, 101 Avn Regiment**; and either
 - a. A high school senior applying to a four year accredited college or university anticipating graduation during the year of application who meets the grant criteria as listed below; or
 - b. A Sophomore, attending a community college, unmarried and under the age of 21 years at the time of application who meets the grant criteria as listed below, and is transferring to a four year accredited college or university.
2. Unrelated to any members of the Association Scholarship Committee.

SCHOLARSHIP GRANT CRITERIA

1. Applicants must be able to prove academic ability with a letter of validation on school letterhead or computer printout. The letter must be dated and signed by the school registrar or guidance counselor showing.
 - a. Minimum 3.2 GPA for high school seniors.
 - b. Minimum 3.7 GPA for Community College Sophomores.
2. Applicants must be able to show a financial need.
3. Applicants must submit an essay of no more than 500 words. The essay title and topic will be; "Why Serving One's Country in the Military is Important".
4. Applicants must submit proof of a continuing participation in community service.
5. Applicants must submit four (4) letters of reference: 2 from teachers/professors, 1 from a school/college guidance counselor and 1 from an individual respected in the community, such as; a church pastor, local government official, charitable organization head or scout leader. All letters must be from individuals unrelated to the applicant.

ADDITIONAL REQUIREMENTS

1. Completed and signed, Financial Information Summary Form.
2. Acceptance declaration from four-year colleges or universities.
3. Declaration of additional scholarships being applied for and those already granted.
4. Copy of DD-214 if the Qualifying Sponsor of the applicant is no longer in service (living or deceased); or, if still in service, a signed letter from the Qualifying Sponsor's commanding officer, attesting to that fact.

GRANT RESTRICTIONS

1. Student must be enrolled in a field of study that leads to a Bachelor's degree.
2. Student must be enrolled full-time.
3. Renewal is not automatic. Prior to the start of each fall semester, the scholarship recipient must obtain and present to the A/101 Scholarship Chairperson, the following information from the registrars office of the school being attended:
 - a. Confirmation of enrollment.
 - b. Confirmation of full-time student status.
 - c. Confirmation that the student is maintaining a minimum overall GPA of 3.0.
4. By submitting a formal application for this scholarship, the applicant or in the case of minors, the applicant's parent(s) or legal guardian(s), agree with the following conditions:
 - a. All documents submitted as part of the scholarship application or directly concerning any part of the scholarship offered are the sole properties of the Association.
 - b. The use of scholarship recipient's name, pictures and other personal information for the purpose of promotion, advertising, and news releases is granted to the Association without any promise of favor or remuneration. In this regard, all such names, pictures and personal information shall be used only for the betterment of this scholarship grant, for the recognition of the scholarship recipients or for the advancement of the mission of the Association.
 - c. The choice of the recipient(s) for this scholarship rests solely with the Scholarship Committee of the Association, as approved by the Board of Directors. This choice shall be final and binding.

SCHOLARSHIP GRANT ANNOUNCEMENT

Annually, the Scholarship Committee of the Association, with the approval of the Board of Directors, will insure the announcement of the availability for this scholarship through the various educational institutions, news media and other mass communications systems as required and as determined by the Scholarship Committee and approved by the Board of Directors. This formal announcement shall not be made earlier than the 1st of January or later than 1st of February of the year the award is to be granted. All formal announcements shall be documented and included in the Awards and Scholarship file, which will be maintained by the Association's Secretary.

SCHOLARSHIP GRANT APPLICATIONS

The deadline for all informal inquiries and application requests is the 1st of April of the year the grant is to be awarded. Application requests will be made to the Association's Scholarship Committee Chairperson in the form of a letter from a guidance counselor or the registrar on the behalf of the applicant. The deadline for the submission of all formal applications is the 15th of April of the year the grant is to be awarded.

SELECTION OF GRANT RECIPIENT

No later than the 20th of April of the year the grant is to be awarded, the Scholarship Committee Chairperson shall send by registered mail copies of the application packets to each of the Scholarship Committee members. The committee chairperson shall retain control of the original. Included with the packets, the Committee Chairperson will provide a scoring sheet and instructions.

After review of the applicants' names, should any of the scholarship committee members be related to any applicant, that applicant shall be automatically disqualified from being awarded the grant.

The Committee members shall review each applicant's packet; and following the supplied instructions, complete the scoring sheet.

No later than the 30th of April of the year the grant is to be awarded, all application packages and the completed scoring sheet shall be returned, by registered mail to the Scholarship Committee Chairperson. Upon return receipt of the applications and scoring sheets, the scholarship committee chairperson will tally the scoring sheets and send the Association President a list of the most qualified recipients by score for Board of Director approval no later than the 15st of May of the year the grant is to be awarded.

In the event of a tie, preference will be given to applicants according to following criteria:

1. Highest degree of financial need
2. Highest degree of community service

A priority will be given for applicants whose qualifying member was or is designated KIA/POW/MIA while serving with the unit.

After the recommended list of recipients has been approved by the Association Board of Directors, the Scholarship Committee Chairperson will destroy all copies of the application packages and will, by registered mail, forward the originals with scoring sheets to the Secretary of the Association for inclusion in the Awards and Scholarship file.

SCHOLARSHIP GRANT RECIPIENT NOTIFICATION

No later than the 20th of May, scholarship recipients will be notified of their award by phone with a formal notification package sent via registered mail. Enclosed in the package will be an acceptance form that must be signed, dated and returned by mail within five (5) days of receipt. Notification of all other applicants who were not selected will be made within ten (10) days after the recipients are selected informing them of their non-selection and thanking them for their participation. Should a recipient decline an award for whatever reason, the first alternate shall be notified as being selected for the award without delay.

SCHOLARSHIP GRANT PRESENTATION

The awarding of this scholarship grant must be performed in a manner that honors the spirit of the award.

Should a veteran or currently serving member of Association be available in the recipient's geographical area at the time of the award, that association member may be asked to present the scholarship award to the student on behalf of the Association. In the absence of an association member, the award should be presented by the representative of the local National Guard Commander, ROTC Commander or American Legion / VFW Post Commander.

The Association's Scholarship Committee Chairperson shall prepare the appropriate text for the scholarship presentation so as to maintain the reason for and ensure the dignity of the award.

The award shall take place as soon as possible after acceptance by the recipient. If possible, the presentation should be made at a formal occasion such as a class graduation or school assembly to insure proper recognition for the recipient.

SCHOLARSHIP GRANT PAYMENT

First time recipients shall, no later than the 1st of August, provide the Scholarship Committee Chairperson a letter from the registrars' office of the school they will be attending. This letter must be on the schools official letterhead and must show:

1. That the recipient has been accepted to the school
2. That the recipient is committed to attending that school and will be a full time student
3. Instructions for check remittance from a scholarship fund

Renewal applicants shall, no later than the 1st of August, provide the Scholarship Committee Chairperson a letter from the registrars' office of the school they are attending. This letter must be on the schools official letterhead and must show:

1. That the recipient is enrolled for the upcoming semester and will be a full time student.
2. The recipient's grade point average (GPA) from the previous semesters.
3. Instructions for check remittance if different from the previous year.

Upon receipt of this information, the Scholarship Committee Chairperson will provide all check remittance instructions to the Association Treasurer who will remit the check(s) no later than 10th of August. Under no circumstances will monies be given directly to any award recipient.

The Scholarship Committee Chairperson will forward all letters to the Association Secretary for inclusion in the Awards and Scholarship file.

SCHOLARSHIP GRANT ADMINISTRATION

An account known as the A/101 Aviation Association Memorial Scholarship Fund shall be maintained in a federally insured financial institution and will not be commingled with the funds of the general treasury of the Association. This scholarship fund will accumulate monies earned, donated, bequeathed or raised for that specific purpose. The Treasurer of the Association shall be the trustee of this fund according to the bylaws and as set forth by the Board of Directors and General Membership of the Association.

It is the intent of the A/101 Aviation Association Board of Directors, that the Scholarship Fund be self supporting. As such, a portion of contributions will be needed to defray ordinary, operating expenses. These expenses include, but are not limited to; postal expenses, fund raising expenses, expenses associated with the assembly of application packets, audits and periodic legal reviews, as required, to insure continued compliance with applicable IRS regulations.

The Scholarship Committee Chairperson will provide to the Association Treasurer prior notification of expected expenditures. Any anticipated expenditure over one hundred dollars (\$100) will require prior approval from the Board of Directors. No portion of the fund will be used for payments to association members for services rendered or for travel unless that particular payment of monies is approved by the Board of Directors. Detailed accounting, with receipts, will promptly be provided to the Association Treasurer for reimbursement or other reconciliation.