

1. PURPOSE: This policy describes the procedures for the Military Police Regimental Association Scholarship Program. The Soldier Programs Chair manages the program.

2. APPLICABILITY: It is the policy of the organization to practice equal opportunity in regards to the scholarship program. All considerations will be made without regard to race, creed, religion, sex, national origin, age, disability or any other circumstance prohibited by statute.

a. Established in 2006, the program was developed for the purpose of providing monetary awards to qualified applicants pursuing undergraduate or graduate degree programs. Funding for the program is through generous donations from individual contributions and corporate sponsors as well as the proceeds from various fundraising events.

b. The organization awards scholarships to college bound high school students, current college students and adults seeking continuing education through an accredited college or university. The scholarship awarded is not based on the financial need of the applicants.

c. The recipient is solely based on the individual applicant's accomplishments and contributions. No distinction or selection criteria will exist that limits or promotes any organization sponsoring members rank or grade, service component (AC/RC/NG), or choice of school (service academy vs. non). Additionally, there is no distinction between those who have received other scholarships and those who have not.

d. Members of the BOD along with qualified members of the paid staff and their dependents are eligible to apply. There is no conflict of interest in their application as the organization utilizes a third party Scholarship Managers that directly receives, evaluates, selects and notifies the individual awardees.

3. DEFINITIONS:

a. Must be an immediate family member of an active MPRA standard member. Associate and Corporate members are not eligible. (verification of current membership status is required). The immediate family members of a deceased member (active at time of death) are also eligible. Immediate family is defined as a parent, sibling, and child (by blood, adoption, or marriage), spouse, legal domestic partner, grandparent, or grandchild.

b. Must be attending or planning to attend an accredited college or university based in the United States and all US territories.

c. Must complete the scholarship application and complete the 500-word essay postmarked prior to the published suspense date. The essay topic is ""Why you

wish to pursue a post-secondary degree and how you intend to use the skills you will learn in the future".

d. Must provide the most recent official or unofficial high school or college/university transcripts. Transcripts may be in a sealed envelope and submitted with the application.

e. U.S. citizenship is not required.

f. Letters of recommendation attesting to the applicant's ability to undertake a field of study strengthens the overall application.

g. Must be pursuing first bachelors, masters or doctoral degree. Students pursuing a second bachelors and subsequent graduate degrees are not eligible.

h. Previous recipients of the organizations scholarship are eligible to apply.

i. Must ensure their contact information is current and legible.

4. RESPONSIBILITIES:

a. An independent company, Scholarship Managers, P.O. Box 2810, Cherry Hill, New Jersey 08034, manages the program for the organization.

b. Contact information is scholarshipmanagers@scholarshipmanagers.com and phone number (856) 616-9311. The scholarship account pays the scholarship management fee annually based on the number of applications submitted.

5. PROCEDURES:

a. The minimum funding of individuals and the maximum level of awards are both determined by the BOD. This determination is based on the recommendation of the Soldier Programs Chair. This will be decided annually at the strategic planning session or if required at a BOD monthly meeting.

b. The total number of scholarships and funding amount are determined and approved each year by the BOD. The Executive Director will oversee the transmission of funds for the actual scholarships to the Scholarship Managers no later than May 15 of the award year. The purpose of this decision is to confirm the availability of funds and record the obligation.

c. A copy of this policy will be included as an annex to the MPRA Bylaws and provided to the Scholarship Managers to provide continuity for the program.

- d. The application window is open from January 1 through April 30 of each year.
- e. The application will be posted on the MPRA website at www.mpraonline.org no later than January 1 of each year. The submitted application must be original paperwork. Photocopies and faxes are not acceptable.
- f. Scholarship Managers will receive all applications directly. They will review and evaluate all applications and will select the number of awardees based on the guidance provided by the BOD through the Executive Director prior to the annual application window. Unless notified by the Executive Director, Scholarship Managers will assess applications based on community involvement or volunteering (40%), essay (30%), and GPA (30%).
- g. Scholarship Managers will rank order the awardees and designate the amount of each scholarship awarded.
- h. Scholarship Managers will notify the Executive Director and once approved the recipients will be notified through a formal mailed letter by Scholarship Managers. Those not selected will also be notified in this manner. Scholarship Managers will make notifications no later than June 1 of each year. The recipients will then be required to return the verification letter to the Scholarship Managers confirming their personal information and the name and address of their college or university.
- i. The organization will publish the names of the recipients on their website after the official notifications have been made by the Scholarship Managers.
- j. There is currently no requirement to present the scholarship awards to each individual recipient by the organization. Local chapters and commands can promote the program and the organization and highly encourage presentations. The BOD encourages the announcement of awards, pictures of presentations, and articles for publishing on the website and in the quarterly magazine. The organization will provide local chapters award information for their areas.
- k. The BOD will provide Scholarship Managers the funds to award the recipients who will provide a check in the awarded amount to the designated college or university not later than August 1 of each year. Recipients that have received service academy appointments or full scholarships may have the check paid directly to them to offset other related expenses.
- l. The Scholarship Managers will notify the Executive Director when all obligated funds are awarded and negotiated for auditing purposes. It is the responsibility of the Executive Director to finalize this step in the process and to report closure to the BOD.

6. ANNUAL PROGRAM TIMELINE:

Annual Meeting	Determination of next year's funding amount, number of scholarships and increments of individual awards (Soldier Programs Chair)
January 1	Scholarship notification published on the MPRA website (Executive Director)
January 1	Application process opens
April 30	Application process closes
May 15	The MPRA transmits funding to Scholarship Managers
June 1	Recipients notified by mail (Scholarship Managers)
August 1	Awards disbursed directly to college or universities (Scholarship Managers)
Until Complete	Verification of receipt and negotiation of all scholarship checks for auditing purposes (Scholarship Managers and Executive Director).

Approved by the National Board of Directors.

/////Original Signed/////

Dorsey Newcomb
President, MPRA

/////Original Signed/////

Rick Harne
Executive Director