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		<i>Victor J Fetter</i>	4-6
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<p>SUBJECT</p> <p style="text-align: center;">SCHOLARSHIP PROGRAM</p>			

PURPOSE

To establish EBMA Student Scholarship eligibility requirements, methods of funding, selection criteria and procedures for implementing the Scholarship Program.

DEPARTMENTS AFFECTED

All Electric Boat Division EBMA members

DEFINITIONS

Scholarship Candidates - Any legal dependent of an EBMA member who meets the eligibility criteria as defined below (dependent includes any child, stepchild, or foster child for which the EBMA member is a legal guardian).

GENERAL

A. Objective

The objective of the EBMA Scholarship Program is to provide financial assistance to outstanding individuals who qualify for this program. Qualification is predicated upon the individual applicant being dependent of an EBMA member from whom he/she receives financial support.

B. Eligibility

1. The Scholarship Awards Committee will insure each applicant is eligible prior to being considered for an award. The Chairperson of the Scholarship Committee obtains verification of membership from the latest Membership List. Applicants must be in their senior year of high school. Transcripts, with official school signatures, are to accompany the application.

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GENERAL (CONT'D)

2. The candidate's sponsor must have been a member of the EBMA at least 36 months prior to the scholarship application deadline.
3. To encourage early membership in the EBMA, any employee transfer or new hire that becomes a member of the EBMA within 60 days of transfer or employment at Electric Boat in the Washington DC/Groton/New London/Quonset Point areas will be exempted from the 36-month period, with a reduced 24 month membership period applicable instead.
4. Deviation from sponsor membership requirements may be granted by a majority vote of the Board of Directors.

C. Selection Criteria

Each applicant will be judged on the basis of the application in the following areas: academic achievement, participation and achievement in high school and community activities, leadership potential, career objectives, personality, character and overall impression.

PROCEDURE

- A. The Scholarship Committee will announce via email and during the monthly dinner meeting, eligibility requirements for scholarships and that award applications will be available on or before March 1st.
- B. The Committee Chairperson will select individuals willing to serve as members of the Scholarship Committee to judge applicants.
- C. As applications are issued, date of issue to each member is to be recorded. This record will serve as internal status, to whom sent, date sent and date returned. All applicants shall have a serial number for accountability. Completed applications are logged in for accountability upon receipt. Follow-up of outstanding applications should be accomplished before the deadline date provided to the membership, if applicable. Applications should be post marked by the deadline date for receiving applications and will be given first priority for review.
- D. When all applications have been received, copies of each application are made and sent to committee members for judging, being sure that all references to the applicant's name are deleted, and only application serial number identified. Only the Scholarship Committee Chairperson knows the applicants' names.

PROCEDURE (CONT'D)

E. The applications should contain questions that will allow the committee to make appropriate judgements based on the criteria below. Applications are to be judged and scored in accordance with the following:

- | | | |
|----|---|----------------|
| 1. | Academic Achievement | Max. 10 points |
| 2. | Participation and Achievement in High School | Max. 5 points |
| 3. | Participation and Achievement in Community Activities | Max. 5 points |
| 4. | Leadership Potential | Max. 5 points |
| 5. | Career Objectives | Max. 5 points |
| 6. | Personality and Character | Max. 5 points |
| 7. | Overall Impression | Max. 5 points |

Each applicant is rated according to the scale of 1 to 10 or 1 to 5 as applicable, with 10 or 5 considered to be the best rating.

F. From the individually compiled ratings by the committee members, winners with the highest total scores will be selected. Total number of winners will be determined by the total amount of monies available.

G. The winners will be asked to meet with the Awards Committee for panel interviews in a type of roundtable discussion in which committee members will ask topic questions for discussion. Procedure for conduct of the interviews and criteria for evaluation of the interviews will be established by the committee.

H. Upon review of the total ratings for the winners and completion of the panel interviews, the five (5) top award winners will be selected. Awards will be made in the form of personal check as follows:

1 st	\$4,000.00	2 nd	\$3,250.00
3 rd	\$2,500.00	4 th	\$1,500.00
5 th	\$1,250.00	All Other Winners	\$1,000.00

The President, with the approval of the Board of Directors, may increase the above awards. The Committee will determine the award eligibility order. Each winner will be notified accordingly by the Chairperson of the Scholarship Committee. Additional awards may be funded by other organizations as long as said funding is received by December 1 of the year previous to the scholarship being awarded. These awards will be given in the name of the organization providing the funding.

I. The Chairperson of the Scholarship Committee will present awards at the Scholarship Awards Meeting, accompanied by the EBMA President.