

NAVUBPP Scholarship Nomination & Application Packet 2009



The National Association of
Veterans Upward Bound
Project Personnel



National Association of Veterans Upward Bound Project Personnel

NOMINATION INFORMATION

It is with great pleasure that the National Association of Veterans Upward Bound Project Personnel announces its national scholarship competition. Veterans Upward Bound participants are invited to compete for a scholarship award for the 2009 - 2010 academic year. Winning students will be presented with a Certificate of Merit. Payment of the scholarship will be provided once proof of enrollment and attendance is received for the following fall semester. Checks will be made payable to the students.

The following information includes all materials necessary to apply for a scholarship. Each institution is encouraged to conduct an internal competition to determine the most worthy applicant. However, only the official NAVUBPP Scholarship Application and required supporting documentation may be submitted for the national competition.

ELIGIBILITY CRITERIA:

- The applicant must be a present or former participant of the Veterans Upward Bound Project from which the nomination is being made and must be admitted to or currently enrolled in an institution of postsecondary education, seeking an undergraduate degree.
- The applicant must be nominated by a NAVUBPP staff person of a current member program (institutional dues paid by the required NAVUBPP membership date).
- The Director, if different from the nominator, will approve the nomination, attest to the nominee's good standing, and certify that the project is an active member of NAVUBPP.
- Prior to receipt of the award, the VUB Director of the scholarship recipient will provide NAVUBPP with verification of the student's actual enrollment in a postsecondary institution in the following fall.
- All required application materials and supporting documentation must be completed as directed and postmarked or faxed by **midnight, May 8**. **Incomplete or late applications will not be considered.**
- Projects may send only one nomination

SELECTION:

Each Nomination Packet will be reviewed and rated by members of the Scholarship Commission. The application will be scored on six categories: 1) nomination letter; 2) recommendation letter; 3) financial need; 4) activities/achievements (e.g., honors and awards, public service and community involvement, VUB activities); 5) academics; and 6) student essay.

Each category will be rated on a scale of 1 to 10, with 10 being the highest. The results will be tabulated to determine the winners, and the names will be submitted to the Education Chair and the President of NAVUBPP, following verification of the winners' eligibility to receive the award.

MATERIALS TO BE SUBMITTED:

To be considered, the Veterans Upward Bound Scholarship Application must include:

1. Page 4 (completed by Nominator; signed by Director)
2. Page 5 (completed by Student)
3. Nomination Letter (from VUB staff person) *
4. Letter of Recommendation (from someone who knows the student well) **

BOTH LETTERS SHOULD CONTAIN NOMINEE'S NAME AND THE NAME, TITLE AND CONTACT INFORMATION OF THE WRITER.

5. Student Essay

* The Nominator must write a letter in support of his/her student, indicating: a) in what capacity you know the Nominee; b) circumstances of his/her financial need; c) his/her activities and achievements (community/public service, military and/or other honors/awards, VUB activities and awards); d) educational progress and commitment to completion of PSE; e) why student is deserving; f) any other pertinent information.

** Letter of recommendation should address the same items as the Nomination Letter.

A color photo of the nominee suitable for publication in the NAVUBPP newsletter and the participant's hometown newspaper must be provided if the nominee is a winner. (Digital preferred.)

Prior to receipt of the award, the Directors of the winners program will provide the NAVUBPP Treasurer with proof of the student's actual attendance in a program of postsecondary education for the following fall semester, so payment can be made. Students will not receive the award money until verification of attendance is received.

The student applying for the scholarship is responsible for completing the application, writing the essay, and securing a letter of recommendation from someone other than the Nominator. The student is to submit all documents to the Nominator who is to forward the complete application to the Scholarship Committee.

The Director, if different from the nominator, will verify his/her approval of the nomination, certify that the nominee is in good standing, or has left the project in good standing, and that the project is an active member of NAVUBPP.

All materials must be postmarked or faxed no later than midnight, May 9th to:

Chris Wolf, NAVUBPP Scholarship Chair
Veterans Upward Bound
Western Nebraska Community College
1601 E. 27th Street
Scottsbluff, NE 69361
Fax: 308.635.6055

Questions may be addressed to Chris Wolf (308.635.6042) or wolfc@wncc.net



National Association of Veterans Upward Bound Project Personnel

SCHOLARSHIP APPLICATION

(Please type or print clearly in black ink)

(To be completed by Nominator) Date of Nomination: ___ / ___ / ___ Nominator: _____

Nominee's Name: _____
First Middle (MI) Last

Permanent Mail Address: _____
Street / Route Apartment

City State Zipcode + 4

Telephone: (_____) _____ E-mail: _____

Number In Household: _____ Employed? Yes No How many hours per week? _____

Military Branch: Air Force ___ Army ___ Coast Guard ___ Marines ___ Navy ___ Svc Dates _____

Name of Local Newspaper and Address: _____

Education Status GED Completed? Yes No **High School Completed?** Yes No

Some College or Vocational School? Yes No If Yes, How Many Hours Completed? _____

Attending Postsecondary School Currently? Yes No If No, Indicate Beginning Date ___ / ___ / ___
(Enrollment must be verified before scholarship will be awarded.)

Intended Major: _____ Projected Graduation Date ___ / ___ / ___

Current G.P.A. _____ From: ___ High School ___ VUB Only ___ Current PSS ___ Previous PSS
(PSS = Postsecondary School)

Project Information

Institution: _____ Director's Name: _____

NAVUBPP Member Yes No (Only member projects can make nominations.)

Project Mailing Address: _____
Institution Street or Route

City State Zipcode + 4

Project Phone Number: ___ / ___ / ___ Project FAX: ___ / ___ / ___

Director's E-mail: _____

Student's TRIO Eligibility Status ___ Low Income ___ First Generation ___ Both

To the best of my knowledge, I believe all nomination materials are true and complete. I certify that the essay submitted is original.

Director of VUB Project (Print) **Director's Signature** **Date**



NAVUBPP Scholarship Selection Process Guidelines 2009

1. The Scholarship Commission will annually review procedures and accept recommendations to improve the National Scholarship application process. This will be done via the Internet and should be completed before the end of the calendar year.
2. The Commission Chair will provide the NAVUBPP Webmaster with a copy of the Nomination Packet annually. Projects may download the packet from a special web page on the NAVUBPP web site, or upon request to the Commission chair; the Nomination Packet can be mailed after it is submitted to the webmaster.
3. Each project with a current NAVUBPP membership is encouraged to submit a nomination.
4. Deadline for submission of the Nomination Packet to the Scholarship Commission Chair will be **May 8, 2009**.
5. A nominator must be a staff member of a current NAVUBPP member program and will be responsible for submission of the completed application and other required materials. Incomplete packets will not be considered.
6. Nominees must have participated in the Veterans Upward Bound project from which the nomination is being made and meet all eligibility criteria listed in the Nomination Packet.
7. Each director of a sponsoring project must show approval and verification of the required materials by his/her signature on the submitted application.
8. The Scholarship Chair will provide each Scholarship Commission member with copies of all eligible Nomination Packets.
9. Each packet will be reviewed and rated by members of the Scholarship Commission. If a scholarship commission member's program submits an application, or a member is related to the nominee, that member(s) will not score the application. He or she shall recuse him/herself from any participation in the preliminary selection rounds that potentially could move the veteran into the final selection process. Once the veteran/relative's application has been eliminated from further consideration the relative/commission member may once again participate in the selection process. The commission member will recuse him/herself from the entire review and selection process if the relative is selected as one of the finalists. The chair of the education committee, of which the scholarship commission is a sub-committee, will replace the recused commission member during the selection process. That applicant will be scored by the Education Committee chair or some other third party. Scores will be averaged and the applicant will receive that individual score.
10. The letter of nomination; the letter of recommendation; financial need; activities/achievements; academics; and the student essay will each be rated on a scale of 1 to 10 (with 10 being the highest).
11. It will be the responsibility of each Scholarship Commission member to share his/her tabulated score with all other commission members.

12. The Scholarship Commission Chair will tabulate and verify the results with the other commission members and forward the winners' names to the president of NAVUBPP.

13. Winners will be announced no later than June 26, 2009.

14. The Scholarship Commission Chair will provide the NAVUBPP webmaster with biographies and pictures of each winner to be posted on the NAVUBPP web page. The same information will also be furnished to the editor of the "NAVUBPP Newsletter" and to the winners' hometown newspapers for publication.

15. The Scholarship Commission Chair will prepare certificates of merit to be presented to the individual winners.

16. The Scholarship Commission Chair will notify the NAVUBPP Treasurer upon verification of fall enrollment of the Scholarship winners in order that award checks may be issued.

17. The Scholarship Commission Chair will maintain files of each year's applications, score sheets, procedures, annual report, and any other pertinent documentation relative to the selection process. Applications may be destroyed after three years.