

Northern Ohio InfraGard Scholarship Application



NORTHERN OHIO INFRAGARD SCHOLARSHIP APPLICATION SUMMARY & GUIDELINES

Revision Date - April 10, 2010

Purpose

To advance the interest and promote the study of modern security issues among college and university students. The Northern Ohio InfraGard Members Alliance, a 501 (c)(3) non-profit organization, has established the Northern Ohio InfraGard Scholarship fund to promote the scholarly study of critical issues in safety and security.

Scholarships

The scholarship committee shall determine the amount of scholarship money that will be available each year. The recipients of the scholarships shall be selected solely by the scholarship committee, based on objective standards that do not discriminate on the basis of race, religion, or gender.

Scholarship Committee

The Northern Ohio InfraGard Members Alliance Board of Directors ("Board" herein) shall appoint a scholarship committee chairman and up to 5 individuals from the current InfraGard membership. The scholarship committee shall have the following responsibilities:

- a. Determine the amount and number of scholarships to be awarded each year.
- b. Set deadlines for applications due back to the chapter.
- c. Develop topics that advance the message of national security.
- d. Design literature or other promotional material.
- e. Promote the scholarship to chapter members.
- f. Select scholarship nominees based on the selection guidelines.
- g. Generate press releases to media outlets.
- h. Suggest fundraising activities for future scholarship funds

Eligibility Requirements

In order to be eligible to receive a scholarship, an applicant must meet the following eligibility requirements:

1. An applicant must be sponsored by an InfraGard member
2. The sponsoring member must be in good standing within the InfraGard National Members Alliance (INMA) and Northern Ohio InfraGard chapter.
3. Applicant must be a U.S. citizen
4. Only one recipient per family may be awarded a scholarship per award year
5. Each applicant must be pursuing studies at an accredited educational institution designed to meet the requirements for an academic, professional, or occupational degree conferred by an accredited educational institution.
6. Undergraduate and graduate applicants are eligible.
7. The committee need not award any or all of the funds available unless the applicant meets all of the eligibility requirements.
8. Dependents of the scholarship review committee and members of the Board are not eligible to receive a scholarship.
9. The applicant is required have a minimum grade point average of 2.8 and completed a minimum of 20 credit hours of course work towards a degree in information security, physical security, homeland security, or criminal justice.
10. Applicant must be currently enrolled in an accredited educational institution.

Application

Each applicant shall be required to submit a completed application packet prior to the deadline set by the scholarship committee. Answers to biographical summary and essay must be typewritten, single space, on 8-1/2"x11" paper. The application packet shall consist of:

- a. Mandatory items:
 - Application, completed. (Exhibit A)
 - Release form, signed. (Exhibit B)
 - Official school transcript.
 - Essay response.
- b. Three letters of recommendation from sponsors, teachers and other persons not related to the applicant.
- c. Submissions that are incomplete, unsigned or missing mandatory items will be disqualified.

Selection Guidelines

The purpose of these guidelines is to select the most eligible scholarship recipients based on objective and nondiscriminatory criteria. To assist the scholarship committee a point system has been fashioned to evaluate each applicant. The point system totals 100 points and is weighted in four areas: Essay, scholastic achievement, community involvement, and discretionary. The committee shall award scholarships to the applicants with the highest number of points:

- a. Essay (Essay should be between 1000 and 1500 words and address some aspect of critical infrastructure protection, and additionally include a brief summary of personal achievements, goals and financial need) (Max. 40 points)
- b. Scholastic Achievement (Max. 30 points)
- c. Community Involvement (This would include any awards, internships, volunteer work, membership to professional organizations) (Max. 15 points)
- d. Recommendation letters (Max 15 points)

Fund Raising

1. Scholarship fundraising for the Northern Ohio InfraGard Members Alliance, a 501 (c)(3) non-profit organization, has established the Northern Ohio InfraGard Scholarship Fund as such can receive charitable tax-deduction contributions.
2. Scholarship funds must utilize separate fund accounting to assure that funds raised by Northern Ohio InfraGard Members Alliance are used for educational purposes are used only for the specific intended purpose.
3. The Northern Ohio InfraGard Scholarship Committee will notify the Board to disburse scholarship funds using the Request Form (Exhibit C).
4. To insure proper accounting and comply with tax regulations, all scholarship contributions should be made payable to "Northern Ohio InfraGard Scholarship Fund".
5. The mailing address for correspondence and contributions is:
InfraGard Coordinator
Federal Bureau of Investigation
1501 Lakeside Ave
Cleveland, Ohio 44114
6. The InfraGard Treasurer will provide the scholarship committee with a financial statement at each InfraGard Board meeting. These statements are audited every year by a certified public accountant as part of InfraGard's consolidated audit.

Document Retention

1. Applications and supporting information for both scholarship winners and non-winners are to be maintained for 3 years by the Board treasurer; afterwards they are to be destroyed.



APPLICATION FOR SCHOLARSHIP

Applicant Name _____

Permanent Address _____

Mailing Address _____

Phone _____ E-mail _____

Date of Birth _____ Social Security Number _____ - ____ - _____

Sponsor _____

Address _____

Phone _____

COLLEGE

Name _____

Address _____

Major: _____ Credit hours completed _____ Cum GPA _____

ATTACHMENTS

Official transcript (Copy of official transcript can be attached)

Current schedule

Essay should be attached.

SIGNATURE

I certify that the above information is true and correct, and submit this application along with the other required documentation in support of consideration.

Applicant Signature

Date

Completed Applications should be mailed to:

InfraGard Coordinator
Federal Bureau of Investigation
1501 Lakeside Ave.
Cleveland, Ohio 44114

**INFRAGARD SCHOLASHIP
PRERELEASE FORM**

Release Agreement between Scholarship Applicant and the Northern Ohio InfraGard Members Alliance

I, _____ (name of scholarship recipient or parent of recipient if the recipient is under 18 years old), do hereby give and grant permission to the Northern Ohio InfraGard Members Alliance, the irrevocable right, permission and license to publish, reproduce, distribute, and/or otherwise use: (i) my/my child's name; and (ii) any photographic image or likeness of me/my child in conjunction with the announcement of scholarship awards, promotion of the scholarship program, or other publication of information related to the scholarship program. I hereby waive all rights of inspection or approval with regard to any publication, and/or other use of my/my child's name.

Signature

Date