



# 2015 Air Force Club Scholarship Program

## 2015 Essay Topic Question

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**Are we too dependent on access to digital information systems (smart phones, tablets, computers, call centers, etc.), and how has this changed our lives, considering its readily available 24 hours a day?"**

### Overview

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Over the past sixteen years, the Air Force Club Scholarship Program has provided college tuition assistance to over four hundred Air Force Club Members and/or their families. During this period, almost \$400,000 has been awarded. This program continues to be a valuable benefit of AF Club Membership, is well supported by our current Club Members, and is a great incentive for new memberships. The program kicks-off in February, with essay submission starting 2 March and closing 1 May. This program is open only to new or current Air Force Club Members, in good standing, and their eligible family members.

The AF Club Scholarship Program is sponsored in part by Chase Bank\*.

The AF Club Scholarship Program is offered yearly to show-case AF Club Membership benefits. This benefit should be proudly promoted at all participating clubs.

### Concept Development

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Air Force Club Members and/or eligible dependents, in good standing at the time of verification and selection, and meets the eligibility rules can win.

Force Support Squadrons and AF Clubs will promote the 2015 AF Club Scholarship Program across all FSS activities. Eligibility rules, program timeline, and entry form/where to load your essay are located in the program guide which will be located at [www.myairforcelife.com/Clubs](http://www.myairforcelife.com/Clubs). All information on the entry form must be answered. Entrants can only compete for these scholarships every two years. A registration number will be issued to everyone submitting an essay. To verify that an essay has been received, entrants may contact the Program Manager, Ms. Sally Truhitte at [sally.truhitte@us.af.mil](mailto:sally.truhitte@us.af.mil). Media material will be loaded at the following site for all to use <https://www.usafservices.com/managers/marketing/downloadcentral.aspx>.

Questions concerning this program implementation should be submitted via "myPers" at <https://mypers.af.mil/app/categories/p/8%2C11/c/1515> (once opened, select "Resources for FSS" (blue banner at top), select "Services", select "SVI Sustainment" (left side of screen), select

“Submit a case to Sustainment” or call DSN 665-7000, Commercial 210-565-7000, and select Option 1 – Sustainment and Option 1 for Clubs.

## Objectives and Goals

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Provide Ten (10) \$1K and Thirty (30) \$500.00 scholarships towards higher education tuition assistance to AF Club Members and/or their eligible family members

- Increase the number of scholarships awarded
- Increase the value of AF Club Membership
- Increase recruitment of AF Club Memberships
- Increase retention of new and existing AF Club Members
- Achieve one-hundred percent contact of eligible AF Club Members
- Increase sponsorship exposure to ensure future program participation

## Program Timeline

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2 Feb	<b>Promotion of program begins!</b> Installation promotion of program begins (check out <a href="https://www.usafservices.com/Managers/Marketing/DownloadCentral.aspx">https://www.usafservices.com/Managers/Marketing/DownloadCentral.aspx</a> for marketing and POS material)
NLT 30 Jan	Installations were tasked on 22 Jan 2015 to provide a program POC via myPers to AFSVA/SVIAA.
13 – 27 Feb	myairforcelife.com website is loaded with implementation guide/entry form
2 Mar	myairforcelife.com goes live for essay submissions (site opens @ 0830 CST)
20 - 27 Apr	Judges requested/Judges selected
1 May	Last day to submit essays (site will close at midnight CST)
1 – 8 May	<b>Essay selection process begins!</b>
8 May	Installations with grant winners submit brief with photographs, depicting their marketing strategy of the program to AFSVA/SVOFN POC (the briefs should come from the top two installation’s with the most eligible essay entries). Please call the program POC to get your standing.
1 Jun	<b><u>Scholarship &amp; Installation grant winners announced</u></b>
27 Jul -7 Aug	Acceptance and/or letter’s from the Registrar’s office are due (email to <a href="mailto:sally.truhitte@us.af.mil">sally.truhitte@us.af.mil</a> )
10 - 15 Aug	Checks will be mailed directly to each winner, but will be made payable to the winner’s school of choice. Installation grant money will be transferred internally

## Prizes

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- Scholarship Awards
  - Ten (10) - \$1000.00 scholarship awards
  - Thirty (30) - \$500.00 scholarship awards
    - checks mailed to winner, made payable to the school of choice
- Installation level incentives to participate/promote
  - Two \$1000.00 grants for the top two installations with the highest number of eligible essays submitted

## Promotion Materials

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The following will be designed and loaded at the USAF Services downloadcentral site:

- Posters
- Flyers
- Standard sample of check for presentation

## Scholarship Drawing Procedures

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All essays will be scored by a panel of four judges. Each judge will score each essay from 1-10 with 10 being the highest score. Scores will be totaled and the top ten essays will each win a \$1K scholarship; the next top thirty essays will win a \$500 scholarship. All required documents must be received prior to award of funds. AF Club Members and their eligible family members can only participate in this program once every two years.

## Eligibility/Non-Eligibility, Essay Rules and Restrictions

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- Open to AF Club Members in good standing (account is not inactive, delinquent, or charged off), their eligible family members (spouse, son, daughter, step children, and grandchildren who are dependents) and those deployed
  - Entrant must be currently attending an accredited college or university
  - Working towards their FIRST Associate or FIRST Bachelor's degree
  - A "class of 2015" graduating senior; registered at an accredited college or university
- 2014 AF Club Scholarship Program winners are **not eligible** to apply for the 2015 AF Club Scholarship Program

- To win a scholarship, you must meet eligibility/rules and provide all documents required. Failure to meet eligibility rules or provide proper documentation will result in automatic disqualification/forfeiture of award
- All winners' eligibility will be validated before prizes are awarded
- If, at the time the prize is actually awarded, the winning member's "status" has changed from the time of the actual selection, i.e., the account has become inactive, delinquent, or charged off, the individual's status will no longer be deemed "in good standing" and the prize will be forfeited
- Must provide acceptance letter or letter from the registrar's office verifying registration for the FY15 fall term. If the letter is not received by the stated key date (see key date/timeline chart) winner will forfeit his/her award.
- Installations will formally notify winners in person, present them with a check (template of check can be downloaded from downloadcentral site) and submit presentation photo(s) to the program POC via myPers.
- Entrants are responsible for providing correct and current information. Returned checks will not be reissued. The Program Manager is not responsible for incorrectly stated information.
- While club members are responsible for ensuring their address is up-to-date at all times, the installation POC is responsible for contacting the winner to validate their address.

**IMPORTANT NOTICE: The following categories of personnel are NOT ELIGIBLE:**

- **HQ USAF**: Secretary of the Air Force, AF Chief of Staff; Vice Chief of Staff; Chief Master Sergeant of AF; Deputy Chief and Assistant Deputy of Staff for Manpower, Personnel and Services; Director and Deputy of Air Force Services; AF Services Career Field Manager; AF Services Operations Chief; AF Services Operation Club Program Manager; their spouses and immediate family members.
- **Air Force Material Command (AFMC)**: Commander, Executive Director, Command Chief, their spouses and family members
- **Air Force Installation Mission Support Center (AFIMSC)**: Commander, Vice Commander, Chief Enlisted Manager, their spouses and family members
- **Air Force Services Activity (AFSVA)**: Commander, Deputy Commander, Chief Enlisted Manager, Director of Operations, Director of Installation Support, AF Food and Beverage Division Chief, Installation Support Sustainment Division Chief, their spouses and family members

- **Installation Level:** Installation Commanders, their Vice Commanders, Command Chiefs and spouses and immediate family members. Base/Mission Support Commanders, their Deputies, spouses and immediate family members. Force Support Squadron (FSS) Commanders and/or Directors, FSS Deputies, FSS First Sergeants, FSS Flight Chiefs, their spouses and immediate family members
- **Club management:** Club Managers, Assistant Managers and Catering Managers

## Essay Requirements

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- Essay must be between 450 to 500 words
- Essay must be written using the selected topic
- Essay must be submitted on line starting 2 March and no later than 12 o'clock midnight, CST 1 May 2015 at [www.myairforcelife.com](http://www.myairforcelife.com)
- Essay will be graded on relevance to topic question, content and grammar

## Installations “To Do” List

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**Note:** The AF Club Scholarship Program is being offered to draw attention to the benefits of AF Club Membership. As such, you should use this opportunity to promote your local club and hold local membership drives during the period.

- Submit local installation POC information via myPers to AFSVA/SVIAAA. POCs will be sent a copy of the 2015 AF Club Scholarship Program Guide to assist them in answering questions.
- Brief the promotion to everyone! At a minimum promote at newcomer's orientation, commander's calls, and cross-market with all Force Support activities, bowling center, golf, lodging, and in dorm/school facilities as permitted by local installation policies.
- Develop local campaign and marketing materials or download from USAF Services site
- Maximize program promotion by displaying posters inside and outside facilities
- Develop local news releases, when possible
- Ensure essay entry website is prominently displayed on marketing materials (provide guidance to guests or provide program POC email). Provide Frequently Asked Questions (FAQ) flyer to guest/eligible members.
- Be sure staff and entrants are familiar with entry rules
- Verify winners information to program POC
- Provide photo of winner with check presentation
- Grant award winners will provide locally developed (your own) campaigns, in brief format, used in marketing the program with photographs

# SCHOLARSHIP ON LINE ENTRY FORM

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Please read ALL **Eligibility and Entry Requirements** carefully and fill in all information requested. Submit your completed entry form and essay ON LINE at <http://www.myairforcelife.com/Clubs>. Scholarship checks will be mailed to the address provided and returned checks WILL NOT be reissued.

Club Member/Sponsor's Rank & Name: \_\_\_\_\_

Last ten (10) digits of member's club card: \_\_\_\_\_

Installation & Location: \_\_\_\_\_

Which type of club are you or your dependent a member of:

**Officers          Enlisted          Consolidated Collocated**

If you are one of the forty (40) scholarship recipients, you must agree to provide AFSVA/SVOFN the required/requested information. Please provide your complete address—CHECKS will be mailed to the address you provide and if returned **will not** be reissued.

Entrant's Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number (include area code): \_\_\_\_\_. If overseas, please use your sponsor's DSN Number.

Name of college/university (attending or will be attending) and Student Category:

\_\_\_\_\_  
(i.e., 2015 HS graduate registered at Baylor University for the 2015 semester full-time/part-time)

If entrant is not a club member please explain relationship to club member.

Relationship to club member: \_\_\_\_\_

**All essays must be submitted on line NO LATER THAN midnight, Central Standard Time (CST) Friday, May 1, 2015.** Scholarship requirements are strictly enforced and not meeting these requirements will result in disqualification! **GOOD LUCK.**

## PRIVACY ACT STATEMENT

Authority 10 U.S.C 8013 Purpose: Information collected to select and notify scholarship winners. Routine uses: None. Disclosure: A failure to provide required information makes you ineligible for a scholarship.

## INSTALLATIONS PARTICIPATING IN THE 2015 AF CLUB SCHOLARSHIP PROGRAM

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<b>AFMC</b>	<b>ACC</b>	<b>AETC</b>	<b>AMC</b>	<b>USAFE</b>
Arnold	Beale	Altus	JB Charleston	Aviano
Edwards	Davis-Monthan	Columbus	Dover	Incirlik
Eglin	Dyess	Goodfellow	Fairchild	Izmir
Hanscom	Ellsworth	Keesler	Grand Forks	Lajes
Hill	Holloman	JBSA-Lackland	Little Rock	RAF Lakenheath
Kirtland	JBLE-Langley	Laughlin	MacDill	RAF Menwith Hill
Robins	Moody	Luke	McConnell	RAF Mildenhall
Tinker	Mt. Home	Maxwell	JB McGuire	Ramstein
Wright-Patterson	Nellis	JBSA-Randolph	Scott	Spangdahlem
	Offutt	Sheppard	Travis	USAFE Sites
	Shaw	Vance		
	Tyndall			
<b>PACAF</b>	<b>AFSPC</b>	<b>AFSOC</b>	<b>AFRC</b>	<b>AFGSC</b>
Eielson	Clear	Cannon	Dobbins	Barksdale
JB Elmendorf	Los Angeles	Hurlburt	Gtr Pittsburg	F. E. Warren
Kadena	Patrick	<b>Joint Bases</b>	Grissom	Malmstrom
Kunsan	Peterson	Andersen (Navy Guam)	Homestead	Minot
Misawa	Thule	Bolling (Anacostia)	March	Whiteman
Osan	Vandenberg	Hickam (Pearl Harbor)	Minn St Paul	<b>AFDW</b>
Yokota	<b>AFA</b>	McChord (Ft Lewis)	Niagara	Andrews
	USAF Academy		Westover	
			Youngstown	

\*No Federal Endorsement of Sponsor(s) Intended