

Texas Citizen Police Academy Alumni Association
Region One Scholarship Fund
<http://texascpaaa.org/Region1/scholarship.html>



MISSION STATEMENT:

- Region One is proud to offer this opportunity to both civilians seeking a degree and career in the law enforcement field as well as our law enforcement professionals who want to further enhance their careers through advanced learning for safe and secure communities

INSTITUTION:

- The college or university is designated to receive the recipient's scholarship award tuition Region One check. The institution must be accredited as a two year or four year on-site campus or an on-line institution of higher learning

USE OF FUND:

- To help further education in the law enforcement field

APPLICANTS

- Applicants must be one of these FIVE:
 - (1) an alumni member
 - (2) alumni immediate family member
 - (3) a law enforcement officer
 - (4) officer's immediate family member
 - (5) Must be a resident of Region I
- Two scholarships will be offered: (1) to a civilian (2) to a law enforcement officer

APPLICATION:

- A scholarship fund submission form is attached. The applicant must fulfill and answer all information required as stated on the form
- Once received by the Region One Scholarship Committee, the application will be reviewed for content. Recommendations will be made, and the approved application(s) will be presented to the Texas CPAAA Region One Board to be placed on a membership agenda for approval
- The approved applicant(s) will be notified, by the committee, of a time, place and date to be present at a Region One meeting for the announcement of the scholarship award
- *In the event no law enforcement officer applies, two scholarships could be issued to civilians*
- *In the event no civilian applies, two scholarships could be issued to law enforcement officers*

ISSUANCE OF FUNDS:

- The fund, established as an annual award, must be maintained through fundraising projects, proposed and directed by the Scholarship Committee, and approved by the board and membership
- Following the original guidelines set by the Scholarship Committee, but reflecting two applicants per semester, two will be approved for the Fall Semester and two for the Spring Semester

RECIPIENTS RESPONSIBILITY:

- Funds issued to the recipient will be the responsibility of the recipient receiving the scholarship funds
- The recipient will request the institution of acceptance to provide the cost of tuition, books, etc. as well as provide them with an original invoice reflecting all costs on the institution acceptance letterhead
- Recipient will make available the original invoice and present it to the Scholarship Committee
- The committee will secure a check, from the Region One Treasurer, for the amount of funds voted upon for the recipient from the scholarship fund to the institution of acceptance
- The recipient will present the original receipt of payment, from the institution of acceptance, to the scholarship committee
- All originals will be directed to the Region One Treasurer and copies will be provided to the Scholarship Committee for their records and the recipient
- Or,
- The recipient may go to the institution of acceptance, pay for costs within the limit of the scholarship award given, and present an original receipt with the letterhead of the accepting institution to the Scholarship Committee
- The committee will cover only the amount of funds awarded and will issue a check for the total amount of funds awarded, if used, on the original receipt
- If there are unused funds, the recipient may bring other original receipts, for that unused portion, with the letterhead of the entity the recipient has paid out of pocket
- All original invoices or receipts must be presented and provided by the recipient
- All originals, of any of the above, will be given to the Region One Treasurer
- Copies, of any of the above, will be provided to the Scholarship Committee for their records
- Copies, of any of the above, will be provided to the recipient for his/her records

TIME LIMIT OF ISSUANCE OF FUNDS:

- The approved applicant must have claimed the funds, have the funds issued to the institution that has accepted them into enrollment, and used within the semester for which they were approved by the Scholarship Committee
- If funds are not claimed, nor used, the award monies will be returned to the Scholarship Fund account

TAXES:

- Any funds received by the recipient, through the Scholarship Fund, may have taxes to be paid
- The recipient will be responsible for taxes owed due to the applicant's income, IRS status, etc.
- The recipient will receive a copy of the TCPAAA Region One 501 C 3 designation for their records

DONATIONS:

- A contribution may be made in honor of _____, or in memory of _____
 - Contributions to the fund may be made by money order, cashier's check, personal or company check payable to: TCPAAA REGION ONE SCHOLARSHIP FUND
 - Mailed to Scholarship Committee Chairman c/o TCPAAA Region One Treasurer
- Acknowledgments will be made in a timely manner to donors

HISTORY: The 2000 Region One Chairman, of the Texas Citizens Police Academy Alumni Association, Charlotte Siems, proposed a memorial scholarship fund to the membership during member David Dirks last days. Organization Bylaws precluded using a member's name and, on Saturday, May 6, 2000, at the Texas CPAAA Region One meeting in Conroe, Texas, the proposal was voted on, passed and recorded in the minutes to establish a Memorial Scholarship Fund acknowledging donations with a card to the family of deceased members. One hundred dollars from the Region One operating account was the seed money to create the first scholarship savings account. The Kemah Police Officers Association followed with a gift and a committee was formed to propose criteria and guidelines. In June 2014, the Scholarship Committee voted to issue funds twice a year: one in the Fall and one in the Spring. The committee also

determined that one applicant would be approved, per semester, with a different applicant each semester (unless there were no other applicants) and a previous applicant wanted to apply one more time.

Texas Citizens Police Academy Alumni Association Region One is a 501 C 3 non-profit organization



02/2019: Prepared & submitted by the Region One Scholarship Committee/Monica Jones, Chairman

