

Washington Wing Pamphlet 9

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WASHINGTON WING CADET SCHOLARSHIPS



Washington Wing has a long history of assisting cadets with the costs to attend cadet activities throughout CAP. Unfortunately, Washington Wing (WAWG) does not possess unlimited funds for this purpose and therefore, must impose selection criteria and limits on this assistance. Annually, the Director of Cadet Programs will submit a budget for cadet scholarships. Once approved, this budget will be published to the wing.

a. Scholarship Application Procedure

- (1) Any cadet who has a financial need may apply for a scholarship of up to a maximum of one-third of the activity cost.
 - (2) Applications for a scholarship is accomplished by submitting a completed Washington Wing Form (WWF) 39, *Cadet Scholarship Application*, to the Cadet Scholarship Committee at cp@wawg. This form is available on the Washington Wing Website in the Publication, WAWG Forms section. Be sure to include a description of your financial need with the application. This information will be used by the Cadet Scholarship Committee to review the request and make a recommendation to the Wing Commander, who is the approval authority.
 - (3) The cadet and his parent/guardian are required to sign this application as an acknowledgment of the following conditions associated with the wing scholarship. Those conditions are:
 - (a) The application does not guarantee a scholarship will be awarded.
 - (b) The cadet/family must provide at least $\frac{1}{3}$ of the cost to attend the activity.
 - (c) If selected for a wing scholarship, the funds will only be for activity cost.
 - (d) Cadets are eligible for only one (1) scholarship from Washington Wing each year.
 - (e) If unable to attend, the cadet or parent/guardian has the responsibility to cancel with the activity officials and notify the squadron commander and wing administrator. Any money received will be returned to the wing.
 - (4) The application will be reviewed and completed by the unit Deputy Commander for Cadets and Unit Commander. **NOTE:** If the unit has sufficient funds to provide financial help to the applicant that assistance should be considered and utilized before making application for a wing scholarship.
 - (5) The application must arrive at Washington Wing Headquarters at least a month before the close of registration for the selected activity. However, scholarships should be applied for as soon as the need is known. The Cadet Scholarship Committee will meet monthly and evaluate scholarship applications. The amount of the scholarship will be determined by the Cadet Scholarship Committee.
 - (6) When approved by the Cadet Scholarship Committee, the application will be submitted to the Wing Commander for final approval.
 - (7) When approved by the Wing Commander, the cadet, the Unit Commander, and the Wing Finance Officer will be notified. The amount approved or the amount requested by the cadet, whichever is less, will be deposited directly into the account for the activity in the name of the cadet. If the scholarship is for a National or Region Activity, the approved scholarship amount will be sent to the cadet by check.
- b. If unable to attend the activity, the cadet or parent/guardian have the responsibility to cancel with the activity officials and notify the Unit Commander and Wing Administrator. The scholarship amount will be reimbursed to Washington Wing.
- c. If the cadet does not successfully complete or graduate from the activity, the cadet and the activity project officer will notify the cadet's Unit Commander and the Wing Administrator of the non-completion. Circumstances of non-completion will be reviewed, and the recipient will be notified if the scholarship amount will need to be reimbursed to Washington Wing.
- d. The Cadet Scholarship Committee will be appointed annually and will consist of members of the Cadet Program Team who will review and evaluate scholarship applications.

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Commander