

2011 Guidelines for Selection of Scholarship Recipients

BACKGROUND

A need exists to provide high quality, specialized education for credit union personnel. Recognizing this need, the Missouri Credit Union Association (MCUA) and the Credit Union National Association (CUNA) have established specialized schools/conferences for credit union personnel. The Missouri Credit Union Charitable Foundation (MCUCF) supports the schools/conferences concept and actively encourages attendance at the schools/conferences by making available scholarships to selected schools/conferences on an annual basis.

MISSOURI CREDIT UNION CHARITABLE FOUNDATION'S SCHOLARSHIP PROGRAM

Funding

The number of scholarships to be awarded each year is dependent upon the funds approved for such purpose in the annual budget of the Missouri Credit Union Charitable Foundation. Exceptions to the criteria are the W.A. Dunkin Scholarship, the Herbert C. Hunter/Thomas R. Charrette Scholarship, and other annual or recurring scholarships that may be funded by other sources within any given year.

Assignment

The Foundation Board determines how many scholarships will be awarded to each MCUA state or regional schools/conferences and to schools/conferences sponsored by CUNA based on the annual budget for scholarships. The Committee shall have the prerogative not to assign any scholarships to a specific school/conference if little or no interest is shown in the school/conference by scholarship applicants. The W.A. Dunkin Scholarship will be awarded to the CUNA National Financial Management School, Part 1. The Herbert C. Hunter/Thomas R. Charrette Scholarship will be awarded to CUNA Management School.

No more than two (2) scholarships will be awarded each year to applicants employed by the same credit union at the time of selection. However, if additional employees of a credit union awarded the maximum of two scholarships are designated scholarship alternates, and one or more of the scholarship winners are unable to attend the school/conference, that alternate will be allowed to use the scholarship.

Selection

All Foundation scholarship recipients are selected by the Foundation Scholarship Committee. This Committee, consisting of Association board members and non-Board Members, is appointed annually by the MCUCF Chairperson of the Board.

Committee Management Liaison

The Association's Vice President of Education and Training will serve as management liaison to the Committee.

SCHOLARSHIP RECIPIENT SELECTION GUIDELINES

As the membership of the Foundation's Scholarship Committee may change from year to year, and a need exists to remain reasonably consistent in the criteria to be used from year to year in selecting scholarship recipients, the following guidelines are established:

General Guidelines – all scholarships

1. **Scholarship applicants must have a minimum of two years of credit union experience.** Scholarship will be awarded for only one year at a time. A new application will be required each year that an applicant desires to be considered for a scholarship. All scholarships awarded by this committee shall be non-retroactive. Example: Scholarships will not be issued to reimburse an individual (credit union) for attendance at a school/conference prior to the date that the committee meets to select scholarship recipients.
2. **To be considered for a scholarship to a national or regional school/conference, applicants must submit a properly completed application on an approved application form, by the deadline date established each year.** The deadline date will be approximately four weeks prior to the date the Committee is due to meet to consider applications. The Association's Vice President, Education and Training, will select the appropriate date annually and publish it for the information of potential applicants. Applications for scholarships must be endorsed by the applicant's credit union president/manager or chairperson.
3. To be considered for an MCUA conference, applicants must submit a properly completed application by the deadline established for each designate conference. The deadline date will be approximately six weeks prior to the first day of the conference. The Association's Vice President, Education & Training, will select an appropriate date for a conference call of the Association Scholarship Committee to determine scholarships to be awarded for each conference. The applicant's credit union president/manager or chairperson must endorse an application for a scholarship.
4. Scholarship applications will not be accepted from members of the Association Scholarship Committee, employees of the Missouri Credit Union Association, or persons whose credit union is not a member in good standing of the Missouri Credit Union Association.

Selection Criteria – all scholarships

1. An individual's contributions to the advancement of the credit union concept are not affected by the individual's age, sex, race, creed, national origin, ancestry, color, disability, religious affiliation or other beliefs. Accordingly, there will be no discrimination on the basis of age, sex, race, creed, national origin, ancestry, color, disability, religious affiliation, or other beliefs, and the application will contain no information regarding these factors.
2. Education Level
Firm standards have not been set regarding the level of the applicant's education; however, the level of education, plus experience, shall be only considered to determine if the applicant is capable of working at the level of the school/conference.
3. Involvement
Priority consideration may be given to those applicants who regularly attend Chapter functions and MCUA sponsored workshops, conferences and seminars or activities. Additional consideration may be given to those applicants who actively serve as a chapter official or member of a chapter committee or other Credit Union System affiliated functions or organizations, or is active in the community their credit union serves. This priority consideration for involvement in Association functions will be at the discretion of the scholarship committee for that particular year.
4. Potential Use of Training
As the MCUA and CUNA schools/conferences provide specialized training in a specific area, consideration should be given to how the applicant will apply the training in the applicant's credit union and the applicant's willingness to share the knowledge received with others through chapter

and Association programs. Specifically, will the recipient be in Guidelines for the position, following training, to practice what is learned?

6. Accountability

Individuals attending MCUA or CUNA - sponsored schools/conferences, particularly those who receive Foundation scholarships, serve as representatives of the Missouri Credit Union Association. To ensure that these scholarship winners make the most of their opportunity, the following accountability standards must be adhered to:

- a. Scholarship winners attending any MCUA or CUNA - sponsored school/conference shall complete an evaluation form provided by the Association's Education department. The evaluation will summarize the information/benefits the individual derived from the school/conference, and shall be forwarded to the Education Department within fifteen (15) days following the school/conference.
- b. The scholarship winners must present a brief oral report to their respective chapter, summarizing what they learned at that particular school/conference no later than 90 days following the school/conference. A written report shall be sent to the Association's Education Department for review by the committee.
- c. Those attending CUNA Management School must send a copy of their second or third year project to the Association's Education Department for review by the scholarship committee. This copy must be sent to the committee at the same time the project is submitted to CUNA Management School for evaluation.

Failure to comply with these accountability standards may result in forfeiture of future scholarships awarded by the scholarship committee.

Special Selection Criteria

In addition to the selection criteria outlined above, the following special selection criteria is established for selection of scholarship recipients to specific schools/conferences.

W. A. Dunkin Scholarship: CUNA Financial Management School, Part I.

1. Priority consideration will be given to full-time supervisory level employees of credit unions.
2. Priority consideration will be given to those applicants who have expressed a desire for a career in the credit union movement and have a **minimum of five years experience** as an employee, a volunteer or a combination of both within the Credit Union Association (credit union, League, Corporate Credit Union, etc.)

CUNA Management School and CUNA Financial Counseling School Scholarships

1. Priority consideration will be given to full-time supervisory employees of credit unions. This does not preclude selection of an applicant who is a credit union volunteer and otherwise meets selection criteria.
2. Priority consideration will be given to those applicants who have expressed a desire for a career in the credit union movement and have a **minimum of two years experience** as an employee, a volunteer or a combination of both, within the Credit Union Association (credit union, League, Corporate Credit Union, etc.)

THE BEST-QUALIFIED AND DESERVING CONCEPT

The Committee, in its selection of scholarship recipients, has an inherent responsibility to select only the best-qualified and most deserving applicants, regardless of any criteria established. To support this concept the committee shall have the right and authority to make decisions on the application of established criteria in specific cases, and such decisions shall be final insofar as committee actions. If the committee decides that no qualified applicants have applied for a specific school/scholarship, the committee shall not award the scholarship to that school/conference.

REVOCAION OF SCHOLARSHIP

The committee shall have the authority to revoke a scholarship after it is awarded and before it is used, in those cases where a scholarship recipient no longer meets the qualifications for award of a scholarship. Example: After being awarded a scholarship and before attending school/conference, a scholarship recipient loses or will lose his/her credit union position, or if the individual's credit union moves out of the state of Missouri.

CHAPTER SPONSORED SCHOLARSHIPS

If a chapter, or credit union, sponsors a scholarship to CUNA Management School, the CUNA Financial Counseling School, the CUNA Financial Management School or any other CUNA school/conference, and requests the Association Scholarship Committee select the recipient, the committee will perform that task provided:

1. Applications are made in accordance with these guidelines;
2. The chapter, or credit union, accepts the criteria established herein for selection of scholarship recipients.

THESE GUIDELINES WERE APPROVED BY THE MISSOURI CREDIT UNION ASSOCIATION BOARD OF DIRECTORS IN NOVEMBER, 2005.

All previous Foundation Scholarship Guidelines are hereby rescinded and should be destroyed.