

CAPE FEAR CHAPTER
MILITARY OFFICERS ASSOCIATION of AMERICA
P.O Box 53621, Fayetteville, NC 28305

6 June 2023

CFC POLICY MEMORANDUM
NUMBER 15-1*

ROTC Scholarship Awards Program

1. **General.** The Cape Fear Chapter's ROTC scholarship program is an important part of its commitment to the future of our military. The goal is to offer deserving ROTC cadets the opportunity to work toward a military career as a commissioned officer in one of the military services.
2. **Purpose.** To establish policy, delineate responsibilities, and prescribe procedures for the administration of the ROTC Scholarship Program.
3. **Responsibilities.**
 - a. CFC Board of Directors:
 - (1) Exercise overall supervision and control of the scholarship program.
 - (2) Determine the number and amounts of scholarships to be awarded each year. Routinely, seven \$1,500 scholarships will be programmed; four allocated to senior ROTC applicants and three to high school applicants, however, adjustments to the number and amounts may be made based on number of qualified applicants and/or funds available on any given year.
 - b. 3rd Vice President: Will serve as Chairman of the ROTC Scholarship Committee and principal action officer for the overall administration of the ROTC Scholarship Program.
4. **Policy.**
 - a. The fundamental philosophy of the chapter's scholarship program is to provide financial assistance to young men and women enrolled in college ROTC programs culminating in a commission as an officer in one of the military services. Priority consideration will be afforded to applicants enrolled in senior ROTC programs who have signed a letter of intent, contract, or agreement.

*This memorandum supersedes CFC Policy Memorandum Nr. 15-1, dated 1 June 2021

- b. As an exception to the above, junior ROTC cadets graduating from high school who are accepted for enrollment in an accredited four-year college/university which offers an ROTC curriculum leading to a military officer's commission, will also be considered. While there is no guarantee that applicant will enroll in ROTC upon entering college, the integrity of the applicant's intent is paramount. Only the best and most motivated JROTC applicants as endorsed by their Senior ROTC Instructors, will be afforded serious consideration.

5. Eligibility.

- a. Undergraduate ROTC cadets in their sophomore or junior year, in good academic standing enrolled in ROTC programs of the universities the chapter supports are eligible to apply. The following are not eligible:
 - (1) Cadets in their senior year.
 - (2) Cadets enrolled in graduate degree programs.
 - (3) Cadets who are still on active-duty military service drawing full pay and allowances and enrolled under fully funded programs such as the Army's "Green-to-Gold".
 - (4) Cadets enrolled in degree completion programs fully funded by the military services and/or Veterans Administration.
- b. Children and/or grandchildren of chapter members in good standing who are enrolled in a ROTC program and are in good academic standing in any accredited college or university in the United States are also eligible to apply. Same eligibility restrictions above apply.
- c. Any junior ROTC cadet in good academic standing and enrolled in junior ROTC programs of the high schools the chapter supports are eligible to apply during their senior year of high school.

6. Application Procedures.

- a. In early December (NLT the 10th) the Commander, Campbell University Army ROTC Battalion (also Army Professor of Military Science); the Commander, Air Force ROTC Detachment 607, Fayetteville State University (also Air Force Professor of Aerospace Studies); and, all high school Junior ROTC Senior Instructors will be notified via email (Appendix) of the opening of the scholarship application window for the school year, and advised to encourage qualified applicants to submit application packets by 1 March. This information will also be publicized in the Chapter's newsletter and website, and social media platforms.
- b. Eligible applicants will be advised to submit application packets using the appropriate application form (Junior ROTC Scholarship Application) or (Senior ROTC Scholarship Application) to include all pertinent documentation as listed on the form no later than 1 March, unless

otherwise announced. Application forms may be downloaded from the “Documents” section of the chapter’s website www.cfmoaa.org.

- c. All applications with supporting documents are to be submitted electronically to 3vp@cfmoaa.org by the 1 March deadline.

7. Selection Process.

- a. Selection of the scholarship recipients begins with a review of the application packets by the selection committee. All applicant packets are scored by each member of the selection committee and the average of the numeric scores is used to determine the order of merit. The recommendations of the selection committee are considered and approved by the Chapter’s Executive Board.
- b. All scholarship winners and their respective ROTC Senior Instructors will be notified by mid-March of their selection. Information concerning the chapter’s annual ROTC scholarship awards luncheon will also be disseminated at this time.
- c. Each scholarship winner will receive a personal congratulatory letter from the Chapter President with instructions to RSVP as to their attendance at the luncheon. Scholarship recipients will be expected to attend to personally accept their scholarship awards. All scholarship recipients will be asked to wear their Class A uniform to the ceremony and will be encouraged to ask parents and other family members to accompany them.
- d. Each scholarship recipient will be presented with a scholarship award certificate at the luncheon. Scholarship checks will be mailed to their respective colleges/universities in late summer for deposit in student’s account.

- 8. Funding.** The ROTC Scholarship Awards Program is primarily funded by net revenues of the annual golf tournament, and other fund-raising events as the board of directors might consider and approve. Other sources of funds include donations by chapter members and commercial supporters, plus proceeds from other fund-raising activities throughout the year.

9. Named Scholarships.

- a. The Board of Directors may determine by majority vote if a scholarship should be awarded in the name or in memory of, someone such as a major supporter or patron of the scholarship program. The benefactor may set certain conditions for the scholarship, subject to the approval of the Board of Directors, e.g., monetary value; junior or senior ROTC specific; service specific (Army, Navy, etc.); attendance at a particular school, etc.
- b. The general guideline for naming a scholarship is a one-time donation of \$1,500 - \$2,000 to the scholarship fund, or successive annual donations of \$1,000 or more. Additional guidelines are the prerogative of the Board of Directors.

c. The Cape Fear Chapter awards two named scholarships on an annual basis as follows:

- (1) ***The Meinhardt Scholarship***: Named after Colonel (Ret) and Mrs. Harry Meinhardt lifetime members of the CFC and strong advocates of the chapter's ROTC scholarship program. This scholarship was established by the children of the late Colonel and Mrs. Meinhardt in commemoration of their 65th wedding anniversary in 2015 and has continued to be funded by them since their death that same year. The scholarship is awarded to the senior ROTC cadet highest on the order of merit list of all senior ROTC applicants, its value is \$500 more than all other scholarships awarded to senior ROTC scholarship winners on any given year.
- (2) ***The Bill Dadek Memorial Scholarship***: Named to honor the memory of LTC (Ret) William J. Dadek who served as the chapter's Vice President for ROTC Affairs for 8 consecutive years until his death in December 2015. Bill worked tirelessly and passionately to enhance the support for ROTC programs in general, and the scholarship program in particular. The scholarship is awarded to the JROTC cadet highest on the order of merit list of all JROTC applicants, its value is \$500 more than all other scholarships awarded to JROTC scholarship winners on any given year. The scholarship is funded by the chapter's general ROTC scholarship fund.

10. **Publicity**. All scholarship presentations will be publicized in the chapter newsletter, chapter website, and social media as appropriate. Presentation ceremonies will be photographed whenever possible.

AUTHENTICATION:

/original signed/
RICHARD A. UNDERWOOD
Colonel, US Army, Retired
President

Appendix:
Notification Email

CFC POLICY MEMORANDUM NR. 15-1
SUBJECT: ROTC Scholarship Awards Program

6 June 2023

Appendix
(Notification Email)

TO: (Official email addresses of all university SROTC Professors of Military Science, and all high school JROTC Senior Instructors)

CC: CFC MOAA Executive Board

SUBJECT: Notification of CFC MOAA ROTC Scholarship Application Window for Current School Year

1. This is to serve notice that the Cape Fear Chapter, Military Officers Association of America (MOAA) is now accepting applications for ROTC scholarships effective upon receipt of this notice through March 1 of the new year.
2. Applicants must be in good academic standing. Applications need be submitted in accordance with CFC Policy Memorandum 15-1 using the application form prescribed therein. Application forms may be downloaded from the "Documents" Section of the CFC MOAA website at www.cfmoaa.org.
3. All applications be submitted via email accompanied by all pertinent documentation (scanned) to 3vp@cfmoaa.org NLT 1 March. Applications or documents received after the deadline will not be considered.
4. Applications will be reviewed by the Cape Fear Chapter Scholarship Selection Committee and respective schools will be notified of results NLT 15 April.
5. All scholarships will be presented at the annual CFC MOAA ROTC Scholarship Awards Luncheon in May (date to be announced).

(signed)
3rd Vice President
CFC MOAA