

**Oregon Chapter SWANA
Ben Masengil SCHOLARSHIP AWARD PROGRAM
POLICIES AND PROCEDURES**

I. INTRODUCTION

The following policies and procedures are established to provide for the selection of Committee Members, the selection of scholarship awards and the management of the program.

II. PURPOSE OF PROGRAM

In an effort to promote education and professional development and to provide a benefit to its membership, the Oregon Chapter of the Solid Waste Association of North America has established the Ben Masengil Scholarship Award Program. This annual scholarship was named for the individual in Oregon who has a long-standing history of contributions and participation within the organization.

III. CHAPTER SCHOLARSHIP COMMITTEE

A. Membership and Length of Term on Committee

The Chapter Scholarship Committee shall consist of at least 5 SWANA members in good standing, and serve two-year terms on a rotating basis. Committee members should be representative of both the public and private sectors as well as representative of the Chapter's geographical regions.

In addition members must be free of bias (not have qualifying family members applying for an award). Should a family member become a candidate, the Committee member shall not participate in the round of the reviews for that particular year.

B. Selection of the Committee Chairperson and Members

The Chairperson and Committee Members shall be appointed by the Chapter President.

C. Responsibilities of Committee

The Committee members are responsible for the management of the Ben Masengil Scholarship Program. Responsibilities include determining program procedures, policies and requirements, and selecting winners.

Chapter Scholarship Committee members may also serve as the committee members as required for the SWANA International Scholarship program.

D. Meetings of the Committee

The Committee shall meet in person or via conference call, at the discretion of the Chair. Meetings may be called by the Chairperson, as necessary. Three (3) members present shall constitute a quorum.

IV. SELECTION OF SCHOLARSHIP RECIPIENTS

A. Schedule of Selection

- May 1 - Deadline for submission of application and all supporting materials, including transcripts, to Chapter Scholarship Committee. Mailed materials must be post marked no later than May 1.
- July 15 - Scholarship Committee meets to select winners
- August 1 - Announcement of scholarship winners

B. Eligibility

Candidates must meet the following criteria:

1. Candidates must be sons, daughters, grandsons or granddaughters by birth, adoption, guardianship, or other custody arrangement of a chapter member in good standing as of May 1st of the year that they are applying for the scholarship.
2. Candidates must be one of the following:
 - a. Graduating high school senior or graduate equivalent certified and have been accepted for enrollment in a junior college, a four-year college, or a university in any program.
 - b. Enrolled in a junior college, four-year college, or university in any undergraduate or graduate program.

Candidates may also apply for the SWANA International Scholarship Awards Program. The Oregon Chapter SWANA Ben Masengil Scholarship Program and International Scholarship Awards programs are separate and distinct programs and separate applications must be submitted for each program.

SWANA employees and members of their families are not eligible. Further, Oregon Chapter of SWANA pledges to uphold the policy that all person shall have equal access to this program, regardless of race, color, age, sex, marital or veteran status, creed, religion or disability.

V. Value and Number of Awards

The Chapter Scholarship Committee may award one scholarship each of up to \$1,000 for a graduating high school student and for a currently enrolled college student as per Section IV B.2. above. Larger scholarship amounts or additional scholarships may be made in any year with approval from the Chapter Board of Directors.

The scholarship award will be made to the college or university's financial aid department prior to the beginning of the school year.

VI. Scoring of Applicants

A. Graduating High School Students

1. **Academics** 60%

Examples

- a. GPA
- b. ACT and/or SAT Scores
- c. Academic achievement awards/honors

2. Citizenship 20%

Examples

- a. Student organization participation
- b. Scouting
- c. High school ROTC, etc.
- d. Charitable, civic or religious organization

3. Extracurricular 20%

Examples

- a. Athletics
- b. Music, drama, debate, etc.
- c. Employment

B. College Level Students

1. Academics 60%

Examples

- a. GPA
- b. Academic achievement awards/honors

2. Citizenship 20%

Examples

- a. Student organization participation
- b. Charitable, civic or religious organizations

3. Other activities

Examples

- a. Research
- b. Internships/Assistantships

The Committee should evaluate each criterion on a scale of 1-10.

Multiply value 1 by 6 = A points

Multiply value 2 by 2 = B points

Multiply value 3 by 2 = C points

A+B+C = Total Points (100 being the highest)

The highest total points identify the award recipient. In the case of the same numerical scores the academic score will be used to select the winner. Decisions of the scholarship committee are final.

VII. Submittal of Applications

Completed applications, letters of acceptance, and documentation on all grades and test scores should be forwarded to:

Oregon Chapter, SWANA
Scholarship Committee
PO Box 2100
Corvallis, Oregon 97339-2100

Supporting documents, including transcripts, must originate from a high school, college, university, or testing organization. Legible photo copies of documents made by the applicant are acceptable. However, transcripts printed from an online source will not be accepted.

Any activity listed in the citizenship or extracurricular activities section, should include a contact and phone number to confirm participation in the activity.

Application materials will be retained by Oregon Chapter of SWANA for one year. After one year, all application materials will be destroyed in a manner that protects personal information. Winning applications may be retained for a longer period of time for historical purposes but not to exceed four (4) years.

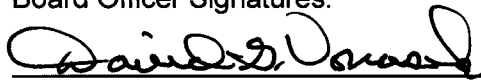
VIII. The Scholarship Funding

The Chapter shall provide funding for the scholarship.

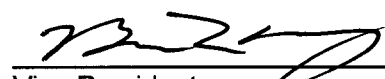
The Scholarship Committee is to prepare a report of its activities to be presented to the Chapter at the annual meeting. This report should include, at a minimum, the number and amount of scholarships the committee awarded in the previous year and the number and amount of scholarships that the committee plans to award for the upcoming fiscal year.

Adopted: 3/18/10

Board Officer Signatures:



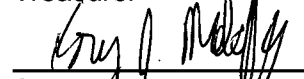
President



Vice President



Treasurer



Secretary