



## The Fort Hood Area Military Family Member Scholarship Fund

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Post Office Box 5299, Fort Hood, Texas 76544

### FACT SHEET

**PURPOSE:** To provide information on The Fort Hood Area Military Family Member Scholarship Fund (FHAMFMSF).

**BACKGROUND:** The FHAMFMSF was established at Fort Hood in 1985. It is a 501(c)(3) private organization under the supervision of the Garrison Commander. It was designed to be the focal point for all family member scholarship activities on Fort Hood.

#### ELIGIBILITY:

- A. **HIGH SCHOOL APPLICANTS** (2014-2015 high school seniors, those who hold a valid high school equivalent for the current school year, or those who graduate before the end of the year in which the scholarship is awarded).
1. The dependent child of an active duty U.S. military sponsor assigned to Fort Hood and both sponsor and applicant reside in Bell, Coryell, Lampasas or Williamson County; **or**
  2. The dependent child of an active duty U.S. military sponsor whose last duty assignment was Fort Hood and both sponsor and applicant reside in Bell, Coryell, Lampasas or Williamson County; **or**
  3. The dependent child of an active duty U.S. military sponsor whose last duty assignment was Fort Hood and applicant resides in Bell, Coryell, Lampasas or Williamson County while sponsor is on a non-command sponsored assignment on orders; **or**
  4. The dependent child of an active duty retired U.S. military sponsor whose last duty assignment was Fort Hood and applicant resides in Bell, Coryell, Lampasas or Williamson County; **or**
  5. The dependent child of a deceased member of the U.S. military forces whose last duty assignment was Fort Hood and applicant resides in Bell, Coryell, Lampasas or Williamson County.
- B. **SPOUSE APPLICANTS** (Military spouses who are high school graduates or hold a valid high school equivalent).
1. The dependent spouse of an active duty U.S. military sponsor assigned to Fort Hood and both sponsor and applicant reside in Bell, Coryell, Lampasas or Williamson County; **or**
  2. The dependent spouse of an active duty U.S. military sponsor whose last duty assignment was Fort Hood and applicant resides in Bell, Coryell, Lampasas or Williamson County while sponsor is on a non-command sponsored assignment on orders; **or**
  3. The dependent spouse of an active duty retired U.S. military sponsor whose last duty assignment was Fort Hood and both sponsor and applicant reside in Bell, Coryell, Lampasas or Williamson County; **or**
  4. The dependent spouse of a deceased member of the U.S. military forces whose last duty assignment was Fort Hood and applicant resides in Bell, Coryell, Lampasas or Williamson County.
- C. **GENERAL.**
1. "Active duty U.S. military sponsor" is defined as active duty Regular Army, an Army Reservist who is activated at the time of application for scholarship, or a National Guardsman who is activated at the time of application for scholarship.
  2. Active duty service members are not eligible.

## FACT SHEET (Cont.)

3. All applicants must possess a valid U.S. military identification card and provide a front and back copy.
4. All applicants may apply for either an academic or vocational scholarship only.
5. All applicants must be accepted or expect to be accepted by an institution of higher learning (i.e., college or vocational school) or be enrolled in an accredited institution of same.
6. All applicants must be working toward a **first** undergraduate degree or vocational certification. The scholarship is not intended for additional undergraduate degrees, graduate degrees, secondary vocational certifications, or additional vocational certifications.
7. Persons who have previously received a FHAMFMSF scholarship are not eligible to apply; however, those who have previously applied but not received a scholarship are eligible to apply again.

### SELECTION:

- A. A special, outside selection committee nominates scholarship awardees. All identifying information (name, address, telephone number, age, sponsor's rank, etc.) is removed from the applicant's file before being viewed by the selection committee.
- B. Applicants are selected on the basis of academic merit, community contribution, letters of recommendations and a brief essay. Financial need is not considered.

### SCHOLARSHIP AMOUNTS:

- A. This year, scholarship awards for both academic and vocational institutions ranged from \$500 to \$3000. The size and number of scholarship awards are dependent upon the dollars donated to the scholarship fund.
- B. This year, 47 high school students and spouses were awarded a total of \$66,000. The awardees were comprised of 41 high school students receiving a total of \$56,500 and 6 spouses receiving a total of \$9,500.

### FUNDING:

- A. The largest donations come from on-post organizations such as the Fort Hood Area Thrift Shop and the Fort Hood Officers' Spouses' Club. Military units, military associations, local businesses, civic organizations and individuals (many of them senior leaders, retirees and Fort Hood Good Neighbors) are also very generous in their support.
- B. Last year, approximately 98% of the donations were used for the scholarships; less than 2% were used for administrative costs.
- C. Donations must be received by **May 1, 2015** to be distributed in the same year. All donations received after this date will be applied to scholarships for the following year.
- D. Awards are paid directly to the college or vocational school. Recipients of a full, four-year scholarship that covers room, board, tuition and books are not eligible for this scholarship and must decline the scholarship award.

**APPLICATION DEADLINE:** Completed applications must be mailed to FHAMFMSF and **post-marked by March 10, 2015.**

### FOR MORE INFORMATION:

Internet: [www.fhamfmsf.com](http://www.fhamfmsf.com)  
Facebook: Fort Hood Area Military Family Member Scholarship Fund  
Email: [forthoodamfmsf@gmail.com](mailto:forthoodamfmsf@gmail.com)  
Phone: (254) 286-2334. Leave a brief message and your call will be returned ASAP.



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Post Office Box 5299, Fort Hood, Texas 76544

[FortHoodAMFMSF@gmail.com](mailto:FortHoodAMFMSF@gmail.com) (254) 286-2334 Voicemail

### HIGH SCHOOL SENIOR SCHOLARSHIP APPLICATION 2014-2015

1. **General.** The Fort Hood Area Military Family Member Scholarship Fund (FHAMFMSF) is an independent organization developed for the purpose of providing scholarships for deserving, eligible U.S. military family members. A special selection committee will nominate applicants based on the student's academic record, school and community activities, essay, and recommendations. **Financial need is not considered.**

**\*\*All properly submitted applications are reviewed and evaluated by the Selection Committee in accordance with the organization's constitution and by-laws. All materials submitted remain confidential.**

#### 2. **Eligibility.**

a. The applicant must be:

- 1) The dependent child of an active duty U.S. military sponsor assigned to Ft. Hood and both sponsor and applicant reside in Bell, Coryell, Lampasas or Williamson County; or
- 2) The dependent child of an active duty U.S. military sponsor whose last duty assignment was Ft. Hood and both sponsor and applicant reside in Bell, Coryell, Lampasas or Williamson County; or
- 3) The dependent child of an active duty U.S. military sponsor whose last duty assignment was Ft. Hood and applicant resides in Bell, Coryell, Lampasas or Williamson County while sponsor is on a non-command sponsored assignment on orders; or
- 4) The dependent child of an active duty retired U.S. military sponsor whose last duty assignment was Fort Hood and applicant resides in Bell, Coryell, Lampasas or Williamson County; or
- 5) The dependent child of a deceased member of the U.S. military forces whose last duty assignment was Ft. Hood and applicant resides in Bell, Coryell, Lampasas or Williamson County.

b. "Active duty U.S. military sponsor" is defined as active duty Regular Army, an Army Reservist who is activated at the time of application for scholarship, or a National Guardsman who is activated at the time of application for scholarship.

c. The applicant must possess a valid U.S. military identification card and provide a front and back copy.

FHAMFM Scholarship Fund  
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- d. The applicant must be a 2014-2015 high school senior, hold a high school equivalent for the current school year, or graduate before the end of the year in which the scholarship is awarded.
- e. The applicant may apply for either an academic or vocational scholarship only.
- f. The applicant must be accepted or expect to be accepted by an accredited institution of higher learning (i.e., college or vocational school) for his/her **first** undergraduate degree or vocational certification.

**3. Procedures.** The applicant must submit the following as a completed packet to be considered by the Selection Committee:

- a. Completed Data Sheet and Application. Use this year's current forms. **DO NOT** send resumes, copies of awards, diplomas or college acceptance letters. This information will not go before the Selection Committee. Provide only the information requested. Please leave as single-sided copies. Include only **the applicant's** last 4 numbers of his/her social security number on all application materials (**NO NAMES**).
- b. An essay, in 500 words or less, typed and double-spaced, that directly addresses the question provided on the application and in the applicant's words. Include **the applicant's** last 4 numbers of his/her social security number on the top right corner of each page.
- c. Copy of the applicant's current U.S. military ID card (front and back). We request this copy to verify eligibility. You may use Wite-Out or blacken the sponsor's social security number.
- d. Copy of the sponsor's orders if the sponsor is on a non-command sponsored assignment. We request this copy to verify eligibility. You may use Wite-Out or blacken the sponsor's social security number.
- e. Copy of the sponsor's DD214 if the sponsor is retired. We request this copy to verify eligibility. You may use Wite-Out or blacken the sponsor's social security number.
- f. Official high school transcripts, including the applicant's first semester of the senior year and SAT/ACT test scores. Official transcripts should be sent in a sealed envelope and submitted with completed application or mailed directly to the Scholarship Fund by the school registrar or person who exercised authority over a homeschool student's high school program. If mailed separately, official transcripts must be postmarked by 6 March 2015. **Copies will not be accepted.**
- g. If the applicant intends to take the SAT or ACT and the results are not on the applicant's transcripts, a copy of the updated results must be submitted to the Scholarship Fund and postmarked no later than 6 March 2015.
- h. Three (3) reference evaluation forms, **TWO** of which **MUST** be from teachers. Use the form provided in this application packet. Homeschool students may substitute other personal references for teachers. References are persons not related to you who will attest to your character, leadership, integrity and motivation. Reference evaluation

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forms may be submitted with completed application or mailed directly to the Scholarship Fund by the recommender and must be postmarked by 6 March 2015.

- i. It is the applicant's responsibility to ensure that a completed packet, as listed above, is **mailed** with sufficient postage. Postage-due mail will not be accepted and will be returned to the post office. Hand-delivered applications will not be accepted.
- j. The completed packet and/or all documents and reference forms **MUST BE POSTMARKED** by **6 MARCH 2015** and mailed to:

Fort Hood Area Military Family Member Scholarship Fund  
P. O. Box 5299  
Fort Hood, Texas 76544

- k. Incomplete and/or late applications are ineligible for consideration. Postmarks are checked.
- l. An email message will be sent to the applicant at the email address provided on the application to notify the applicant when the application packet is complete.
- m. Questions? Call (254) 286-2334. This is a voice message-only mailbox. Please leave your name, phone number and a brief statement, and we will return your call as soon as possible. Allow at least 48 hours for a return call. If you prefer, you may email your questions with the above-mentioned information to [FortHoodAMFMSF@gmail.com](mailto:FortHoodAMFMSF@gmail.com).

#### 4. Scholarship Awards.

- a. Scholarship selections are made in April, and scholarship recipients will be notified no later than mid-May 2015.
- b. Awarded scholarships must be used during the school year immediately following the award. **Funds will be made available beginning 1 July 2015 and must be claimed not later than 1 March 2016.**
- c. The Scholarship Fund will award funds directly to the institution of higher learning (not to the individual recipient) in the recipient's name upon verification of registration.
- d. Scholarship awardees who accept a full four-year scholarship (to include tuition, room and board) from another source or receive an appointment to a military academy must forfeit this scholarship and notify, in writing, the Ft. Hood Area Military Family Member Scholarship Fund Committee of their decision by 3 August 2015.
- e. Scholarship awardees must register at the accredited institution of higher learning, at a minimum, as a part-time student with 6 credit hours AND maintain a 2.0 GPA or meet the institution's requirements.

## APPLICATION CHECKLIST

1. \_\_\_\_\_ Completed Student Data Sheet (2 pages)
2. \_\_\_\_\_ Completed Application (4 pages)
3. \_\_\_\_\_ Signed statement of certification
4. \_\_\_\_\_ Attach essay (Last four digits of **applicant's** social security number typed or written on top right of each page)
5. \_\_\_\_\_ Copy of front and back sides of **applicant's** military ID (Wite-Out or blacken the sponsor's social security number)
6. \_\_\_\_\_ If sponsor is on non-command sponsored assignment: Copy of sponsor's orders (Wite-Out or blacken the sponsor's social security number)
7. \_\_\_\_\_ If sponsor is retired: Copy of sponsor's DD214 (Wite-Out or blacken the sponsor's social security number)
8. \_\_\_\_\_ Official school transcripts or mailed separately by registrar
9. \_\_\_\_\_ Copy of SAT/ACT scores if not on school transcript
10. \_\_\_\_\_ 3 sealed reference evaluation forms sealed with signature across the envelope seal or mailed separately by references

The completed application and all accompanying information and documentation must be **POSTMARKED NO LATER THAN 6 MARCH 2015.**

Fort Hood Area Military Family Member Scholarship Fund  
P.O. Box 5299  
Fort Hood, TX 76544

NOTE: Incomplete application packets are ineligible for consideration. If mailed separately, transcripts and reference forms must also be postmarked by 6 March 2015.



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**HIGH SCHOOL SENIOR DATA SHEET (Page 1 of 2)**

**APPLICANT INFORMATION**

Name: \_\_\_\_\_  
Last First Middle Initial

Address: \_\_\_\_\_  
Number Street Apt

City Zip County

Telephone #: \_\_\_\_\_ Alternate #: \_\_\_\_\_  
Home Cell/Work

Email Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Applicant's SSN: XXX - \_\_\_\_\_ - \_\_\_\_\_

Applicant's U.S. Military ID Card Expiration Date: \_\_\_\_\_

Applicant's Relationship to Sponsor: \_\_\_\_\_

**SPONSOR INFORMATION (If sponsor is deceased, please list guardian.)**

Name: \_\_\_\_\_  
Last First Middle Initial

Address: \_\_\_\_\_  
Number Street Apt

City State Zip

Telephone #: \_\_\_\_\_ Alternate #: \_\_\_\_\_  
Home Cell/Work

Email Address: \_\_\_\_\_

**HIGH SCHOOL SENIOR DATA SHEET (Page 2 of 2)**

**SPONSOR INFORMATION (Cont.)**

Sponsor Status (check one):      Active duty  
   Retired  
   Deceased

NOTE: If the sponsor is retired, provide a copy of the DD214 to verify last duty assignment. You may use Wite-Out or blacken the sponsor's social security number.

Sponsor's Unit:

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Company                      Battalion                      Brigade                      Division

Is this unit the sponsor's current duty assignment or last duty assignment? (check one):

Current duty assignment  
 Last duty assignment

NOTE: If the sponsor is on a non-command sponsored assignment, provide a copy of orders. You may use Wite-Out or blacken the sponsor's social security number.





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**HIGH SCHOOL SENIOR APPLICATION (Page 1 of 4)**

\_\_\_\_\_  
Last 4 digits of SSN

**TYPE OF SCHOLARSHIP (check one)**

\_\_\_\_\_ Academic

\_\_\_\_\_ Vocational

**COLLEGE/UNIVERSITY/VOCATIONAL SCHOOL INFORMATION**

List the colleges, universities, or vocational schools to which you have applied. Please place a check if you have already been accepted to that particular institution.

\_\_\_\_\_ Accepted ( )

\_\_\_\_\_ Accepted ( )

\_\_\_\_\_ Accepted ( )

\_\_\_\_\_ Accepted ( )

What degree program do you plan to complete?

\_\_\_\_\_

\_\_\_\_\_

**HIGH SCHOOL INFORMATION**

Current High School: \_\_\_\_\_

Graduation Date: \_\_\_\_\_

Previous High Schools Attended:

Years Attended	Name of School	City, State

**HIGH SCHOOL SENIOR APPLICATION (Page 2 of 4)**

**SCHOLASTIC ACTIVITIES (National Honor Society, math team, etc.)**

Using the table below, list scholastic activities in which you have participated during the last 4 years. List the activities in order of importance to you.

ACTIVITY	GRADE LEVELS	LEADERSHIP POSITIONS, AWARDS & RECOGNITIONS

**EXTRACURRICULAR (Athletics, band, student govt, school clubs, etc.)**

Using the table below, list extracurricular activities in which you have participated during the last 4 years. List the activities in order of importance to you.

ACTIVITY	GRADE LEVELS	LEADERSHIP POSITIONS, AWARDS & RECOGNITIONS

Explain any circumstances that may have prevented you from participating in activities or sports during high school.

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**HIGH SCHOOL SENIOR APPLICATION (Page 3 of 4)**

**COMMUNITY AND VOLUNTEER ACTIVITIES (Church, Scouting, Clubs)**

Using the table below, list community and volunteer activities in which you have participated during the last 4 years. List the activities in order of importance to you.

ACTIVITY/ ACADEMIC YEAR	# OF HOURS	LEADERSHIP POSITIONS, AWARDS & RECOGNITIONS

List any awards or recognitions you have received but have not listed in tables above.

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**WORK EXPERIENCE (Include self-employment such as childcare, lawn care, etc.)**

Using the space below, please list any paid work experiences during the past 4 years, beginning with your most recent position.

JOB DESCRIPTION	EMPLOYER	DATES OF EMPLOYMENT	HRS/ WEEK

**HIGH SCHOOL SENIOR APPLICATION (Page 4 of 4)**

List any hobbies or interests other than those listed in the tables above.

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Explain any circumstances regarding this application that you feel the Selection Committee should be aware.

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**ESSAY**

In 500 words or less, typed and double-spaced using a 12-point plain font, directly address the question below in your own words. Include ONLY the applicant's last four digits of the social security number (NO NAMES) at the top right of the paper.

Please describe a routine or tradition of yours that may seem ordinary to others but holds special meaning for you. Why is this practice significant to you?

**STATEMENT OF CERTIFICATION**

I understand that my signature below indicates the information given in this application is true to the best of my knowledge and that the essay is my own work. I further understand that the information is exclusively for the use of the FHAMFM Scholarship Fund and FHAMFM Scholarship Selection Committee and will not be shared with other individuals or agencies without my consent.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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**REFERENCE EVALUATION FORM**

**TO THE APPLICANT:** Use this form for each of the three references required. Provide your name below and give the form with pre-addressed envelopes to three individuals who have direct, personal knowledge of your achievements and potential. DO NOT include relatives.

Applicant's Name: \_\_\_\_\_

**TO THE REFERENCE:** Please provide your estimate of the applicant with respect to his/her character, leadership, integrity and motivation. Please DO NOT use the applicant's name in your comments.

A. Character \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Leadership \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. Integrity \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Motivation \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

With regard to the PERSONAL PROMISE of this applicant, indicate how strongly you recommend this applicant by checking one answer below:

\_\_\_\_ Excellent      \_\_\_\_ Good      \_\_\_\_ Average      \_\_\_\_ Below Average  
(Top 10%)      (Above average)

How long have you known the applicant? \_\_\_\_\_ Are you related? \_\_\_\_ YES \_\_\_\_ NO

Identify your relationship to the applicant: \_\_\_\_\_

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE RETURN TO APPLICANT IN AN ENVELOPE WITH YOUR SIGNATURE ACROSS THE SEAL OR SEND DIRECTLY TO THE SCHOLARSHIP FUND ADDRESS IN THE HEADER. ALL MAIL MUST BE POSTMARKED NO LATER THAN 6 MARCH 2015.**