

Chief Warrant and Warrant Officers Association

**United States Coast Guard**

The Art and Eleanor Colona Scholarship Program  
Standing Rules and Regulations

SECTION I – Purpose.

The Art and Eleanor Colona Scholarship Program (The Colona Scholarship) is established to financially assist dependent sons/daughters of enlisted members of the United States Coast Guard on active duty, retired or reserve.

SECTION II – Funds.

1. All funds expended for grants will be taken from the income earned by the assets in the Art and Eleanor Colona Scholarship Program accounts.
2. Grants will be given in the amount of \$4,000.00 (\$1,000.00 a year for four years). The grants must be fully funded prior to being awarded. Funds are to be used toward expenses at an accredited institution of higher learning beyond high school.
3. Any expenditure, other than grants, must be authorized at a General Membership Meeting. No expenditure shall be made other than in furtherance of the purposes stated in the Standing Rules and Regulations and the administration thereof.
4. All awarded grant funds must be utilized within five (5) years of the awarded date. Further, if two consecutive years pass where the recipient does not provide proof of enrollment as per the standing rule Section V.1.d. they shall lose the grant. Any unused funds shall be de-obligated and kept in the award pool and added to any interest from investments to determine the current available award funds. Further, all previously awarded recipients of this grant shall be notified immediately of this change.

SECTION III – Governing Board.

A Scholarship Committee comprised of not fewer than three and not more than six members shall be appointed by the Association President prior to 1 September of each year. The committee shall formulate the application; prepare instructions to the applicants, select the recipients of the grants and provide the President the names of the recipients prior 1 August.

SECTION IV – Amendment of the Standing Rules and Regulations.

Amendments of the Standing Rules and Regulations shall only be made by two-thirds vote of the CWOA members present at an Annual Meeting or at an Association Convention.

SECTION V – Eligibility and Application Requirements.

1. An applicant must meet the following eligibility requirements:
  - a. Be the dependent son/daughter of an enlisted member of the United States Coast Guard on active duty, retired or reserve.

- b. Be a senior in high school with an average of “C” or better during the most recent two semesters or be currently enrolled in an accredited institution of higher learning with an average of “C” or better for the year immediately prior to application.
- c. If enrolled in an institution of higher learning, be enrolled in a full time course of instruction based on school or program criteria.
- d. Applicants must show proof of full time enrollment in order to receive subsequent payments during their second, third and fourth years.
- e. The financial status of the applicant or applicant’s parents shall not be a factor in eligibility or in awarding grants.

2. Application Requirements:

- a. Applications shall be submitted to the Association Office, postmarked not later than **1 June** each year.

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- b. Applicant must submit proof that one of their parents is an enlisted member of the United States Coast Guard on active duty, retired or reserve. A document establishing eligibility of parent: for example a DD-214, Letter from the unit or an Application for identification card enrollement (DD form 1172).
- c. Applicants shall submit with their application their reason(s) for attending or desiring to attend an accredited institution of higher learning. Submissions shall be limited to two hand-written pages or one typed page and must specifically include immediate and long-range goals.
- d. Applicants who have not completed one or more years at an institution of higher learning shall furnish a certified copy of his/her scholastic record beginning with the tenth grade. Applicants who have completed one or more years at an institution of higher learning shall furnish a certified copy of his/her academic record beyond high school.
- e. Applicants shall furnish a copy of their letter of acceptance at an institution of higher learning.
- f. Applicants are encouraged to submit documentation in support of any personal accomplishments, extracurricular activities, or community service performed during the past two years.
- g. Applicants are encouraged to submit a head and shoulder photograph to be published in the CWO News, if a scholarship grant is awarded. The photograph will not be used by the Scholarship Committee in consideration of awarding grants.

SECTION VI – Presentation of Grants

Grants and follow up payments will be made during the month of August. Whenever possible, grants will be presented by a chapter of the CWOA in the vicinity of the grant recipient. The chapter should schedule appropriate ceremonies and a presentation should be made by the chapter president or an Association member in the area.

Effective 16 Apr 2016