

ALCOAST 417/07

COMDTNOTE 1560

SUBJ: VANDER PUTTEN FAMILY SCHOLARSHIPS - OFF DUTY EDUCATION SUPPORT

1. THE VANDER PUTTEN FAMILY SCHOLARSHIP FUND, ADMINISTERED BY THE COAST GUARD INSTITUTE FOR THE COAST GUARD FOUNDATION, IS OFFERING 50 GRANTS OF UP TO FIVE HUNDRED DOLLARS EACH FOR EXPENSES INCURRED DURING CY 2007. THE DEADLINE TO APPLY IS 1 DECEMBER 2007.
2. MR ROY VANDER PUTTEN, A FORMER ENLISTED MEMBER OF THE COAST GUARD, IS NOW A SENIOR EXECUTIVE IN THE INSURANCE INDUSTRY. HE CREDITS HIS COAST GUARD TRAINING AND EXPERIENCE WITH PROVIDING THE SOLID FOUNDATION TO EXCEL BOTH ACADEMICALLY AND IN BUSINESS. MR VANDER PUTTEN ESTABLISHED THESE SCHOLARSHIPS IN THE HOPE THAT OTHER ENLISTED MEMBERS WILL ACHIEVE THEIR FULL POTENTIAL BOTH IN THE COAST GUARD AND IN SUBSEQUENT ENDEAVORS.
3. THE VANDER PUTTEN FAMILY SCHOLARSHIP (VPFS) GRANT WILL PROVIDE ENLISTED PERSONNEL ADDITIONAL REIMBURSEMENT FOR EDUCATIONAL EXPENSES OVER AND ABOVE THAT COVERED BY TUITION ASSISTANCE, CG FOUNDATION EDUCATION GRANT PROGRAM (CGFEGP) AND THE MUTUAL ASSISTANCE SUPPLEMENTAL EDUCATION GRANTS (SEG). PROOF OF EDUCATIONAL EXPENSES AND ALL REIMBURSEMENTS IS REQUIRED.
4. APPLICANT ELIGIBILITY:
 - A. MUST HAVE ALREADY USED THE THREE HUNDRED AND FIFTY DOLLARS MAXIMUM ALLOWED UNDER THE CGFEGP FOR CY 2007 EXPENSES. IF THE CGFEGP MAX HAS NOT BEEN REACHED, MEMBERS SHOULD FIRST SUBMIT ANOTHER CGFEGP APPLICATION TO THE CG INSTITUTE (CGI).
 - B. MUST BE AN ENLISTED MEMBER IN AN ACTIVE DUTY STATUS, SERVING IN PAY GRADES E-3 TO E-9. SELRES MEMBERS CURRENTLY SERVING ON ACTIVE DUTY ORDERS OF AT LEAST ONE YEAR IN LENGTH ARE ALSO ELIGIBLE FOR THE VPFS GRANT (SAME CRITERIA AS THE CGFEGP).
 - C. MUST BE ENROLLED IN AN ACCREDITED INSTITUTION IN A DEGREE PROGRAM (ASSOCIATES, BACHELORS, MASTERS, DOCTORAL) OR A TWO-YEAR OR FOUR-YEAR COURSE OF STUDY AT A PROPERLY ACCREDITED TECHNICAL OR VOCATIONAL SCHOOL.
 - D. MUST MAINTAIN A GPA ESTABLISHED BY THE INSTITUTION TO MAINTAIN DEGREE STATUS.
 - E. MUST MAINTAIN A SATISFACTORY CONDUCT MARK ON THEIR ENLISTED PERFORMANCE EVALUATION FORM, AND BE RECOMMENDED BY THE COMMANDING OFFICER.
5. AUTHORIZED EXPENSES: THE VANDER PUTTEN FAMILY SCHOLARSHIP GRANT PROGRAM COVERS SIMILAR EDUCATION COSTS AS THE CGFEGP (COSTS NOT COVERED BY THE TUITION ASSISTANCE PROGRAM OR OTHER SOURCES OF FUNDING): TEXTBOOKS, APPLICATION FEES, STUDENT ID CARD FEES, STUDENT ACTIVITY FEES, TECHNOLOGY FEES, ENROLLMENT FEES, CREDIT TRANSFER FEES, LIBRARY FEES, PARKING FEES, TESTING FEES, EVALUATION FEES, GRADUATION FEES, AND OTHER COLLEGE FEES THAT ARE CHARGED TO THE MEMBER THAT HAVE NOT ALREADY BEEN COVERED BY ANOTHER EDUCATIONAL RESOURCE. ANY STUDENT SHARE OF TUITION COSTS ABOVE THAT PROVIDED THROUGH TUITION ASSISTANCE MAY ALSO QUALIFY FOR REIMBURSEMENT. REDUNDANT REIMBURSEMENT FOR THE SAME EXPENSE IS NOT AUTHORIZED.
6. APPLICATION: ENLISTED MEMBERS APPLYING FOR THE VANDER PUTTEN FAMILY SCHOLARSHIP GRANT MUST SUBMIT A MEMO, NOT TO EXCEED TWO PAGES, TO CG INSTITUTE (CGI), WITH AN ENDORSEMENT FROM THE COMMANDING OFFICER AT FIELD UNITS OR HQ, AREA, MLC OR DISTRICT OFFICE/DIVISION CHIEF. SUBJECT LINE: VANDER PUTTEN FAMILY SCHOLARSHIP GRANT.
 - A. PARA ONE SHOULD STATE THE REASONS WHY RECEIVING THE VANDER PUTTEN FAMILY SCHOLARSHIP GRANT WILL ENABLE THE MEMBER TO CONTINUE THEIR EDUCATION.
 - B. PARA TWO SHOULD ADDRESS HOW THIS COLLEGE DEGREE WILL BENEFIT THE APPLICANT AND U.S. COAST GUARD IN TERMS OF CAREER DEVELOPMENT, AND REFERENCE COAST GUARD CORE VALUES: HONOR, RESPECT AND DEVOTION TO DUTY.
 - C. PARA THREE SHOULD ADDRESS CURRENT GPA, HIGH PERFORMANCE AS EVIDENCED BY HIGH MARKS ON ENLISTED EVALUATION REPORTS (EERS), AWARDS, EPOY/SOQ, FINANCIAL NEED AND LEADERSHIP QUALITIES.
 - D. THE ONLY ENCLOSURES AUTHORIZED ARE COPIES OF RECEIPTS AND/OR COPIES OF TUITION ASSISTANCE AUTHORIZATION FORMS SHOWING THE STUDENTS SHARE COST. THESE DOCUMENTS ARE NEEDED TO SUBSTANTIATE THE ADDITIONAL EXPENSES INCURRED OVER AND ABOVE THE

REIMBURSEMENT ALREADY RECEIVED THROUGH THE MUTUAL ASSISTANCE SEG, CGFEGP, TUITION ASSISTANCE, AND MGIB TOP-UP PROGRAM. BY GRANTING COMMAND RECOMMENDATION FOR THIS GRANT, COS/OINCS ARE CONFIRMING THAT DUPLICATE REIMBURSEMENT ISSUES HAVE BEEN VETTED.

7. THE CG INSTITUTE WILL MAKE SELECTIONS BASED ON: MEMBERS UTILIZATION OF THE CGFEGP, ENLISTED EVALUATION MARKS AND GPA. NOTIFICATIONS WILL BE MADE DURING THE MONTH OF JANUARY, 2008. THERE WILL BE A TOTAL OF 50 GRANTS AWARDED:

A. EIGHT GRANTS FOR EACH OF THE FOLLOWING PAY GRADES: E3 THRU E6 B. SIX GRANTS FOR EACH OF THE FOLLOWING PAY GRADES: E7 THRU E9.

8. APPLICATIONS CAN BE SENT TO THE FOLLOWING ADDRESS: COMMANDING OFFICER (CGV), U.S. COAST GUARD INSTITUTE, 5900 SW 64TH STREET, OKLAHOMA CITY, OK 73169-6990. ALTERNATELY, APPLICATIONS CAN BE FAXED TO THE CG FOUNDATION GRANT MANAGER: (405)954-3684 OR SCANNED AND EMAILED TO: JOE.R.HARVEY(AT)USCG.MIL.

9. COS/OINCS AND EDUCATION SERVICES OFFICERS (ESOS) MAY CONTACT THE CG INSTITUTE FOUNDATION GRANT MANAGER, CWO JOE HARVEY AT 405-954- 7240 FOR QUESTIONS OR ASSISTANCE.

10. INTERNET RELEASE AUTHORIZED.

11. CAPT ALFRED C. FOLSOM, ACTING DIRECTOR OF RESERVE AND TRAINING SENDS.

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