



COMMANDANT
U.S. COAST GUARD

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COMDTINST 5760.15A
13 May 2013

COMMANDANT INSTRUCTION 5760.15A

Subj: COAST GUARD FOUNDATION SCHOLARSHIPS

1. PURPOSE. This Instruction provides information and procedures regarding scholarships administrated by the Coast Guard Foundation. Scholarships covered in this Instruction include the Arnold Sobel Endowment Fund (Sobel), the Coast Guard Foundation Scholarship Fund (Foundation), the Commander Ronald J. Cantin Scholarship Fund (Cantin), the Commander Daniel J. Christovich Scholarship Fund (Christovich), the Westbrook Scholarship Fund (Westbrook), the Captain Ernest W. Fox Perpetual Scholarship Program (Fox), and the Fallen Heroes Scholarship Fund (Fallen Heroes).
2. ACTION. All Coast Guard unit commanders, commanding officers, officers-in-charge, deputy/assistant commandants, and chiefs of headquarters staff elements shall comply with the provisions of this Instruction. Internet release is authorized.
3. DIRECTIVES AFFECTED. The Coast Guard Foundations Scholarships, COMDTINST 5760.15, and The Arnold Sobel Endowment Fund Scholarship, COMDTINST 5760.9, are hereby cancelled.
4. DISCLAIMER. This guidance is not a substitute for applicable legal requirements, nor is it itself a rule. It is intended to provide operational guidance for Coast Guard personnel and is not intended to, nor does it impose, legally binding requirements on any party outside the Coast Guard.
5. ELIGIBILITY.
 - a. Unless otherwise stated in Paragraph 6 (Discussion), applicants eligible for Coast Guard Foundation scholarships include unmarried dependent children of enlisted men and women of the Coast Guard that are:
 - (1) Active duty, retired, or deceased.
 - (2) Coast Guard reservists currently on extended active duty for 180 days or more.
 - b. Students applying to college or currently in college may apply if working towards their first undergraduate degree, are listed in the Coast Guard Defense Enrollment Eligibility Reporting System (DEERS), and are under the age of 23 when applying.

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NON-STANDARD DISTRIBUTION:

- c. Applicants must be a college-bound high school senior entering an accredited college or technical school for the fall semester, or a full-time undergraduate student already enrolled in an accredited undergraduate program or technical school for the fall semester. If currently attending college, both high school and college transcripts must be submitted.

6. DISCUSSION.

- a. The **Arnold Sobel Endowment Fund** honors RADM Arnold Sobel, whose affiliation with the Coast Guard began during World War II when he commanded a Tank Landing Ship in the South Pacific. Those who knew him remember him for his many contributions to the maritime community, impact on the “One Coast Guard” concept through his reserve service, and his philanthropic efforts with the Coast Guard Foundation. Based on funds availability, this fund will provide four scholarships of \$5,000 each per year for four consecutive years.
- b. The **Coast Guard Foundation Scholarship Fund** is made possible through proceeds from Coast Guard Foundation golf tournaments. Tournaments are held in Washington, DC; Long Beach, CA; Monmouth, NJ; and, Stonington, CT. Based on funds availability, this fund will provide scholarships ranging from \$2,500 to \$5,000 per year and may be awarded for one year or up to four years.
- c. The **Commander Ronald J. Cantin Scholarship Fund** honors the career of CDR Ronald J. Cantin, who retired in 2007 after distinguished service in the Coast Guard where he served in nearly every aspect of the Marine Safety program and earned numerous national level credentials as both a responder and instructor in Marine Safety. This scholarship fund will provide one non-renewable scholarship of \$2,500.
- d. The **Commander Daniel J. Christovich Scholarship Fund** honors the career of CDR Daniel J. Christovich. His career assignments include Deck Watch Officer aboard CGC JARVIS, Commanding Officer of CGC CAPE GEORGE, Officer-in-Charge of Law Enforcement Detachment 7th District, and several key staff officer positions throughout Coast Guard Headquarters. This scholarship fund will provide one non-renewable scholarship of \$2,500.
- e. The **Westbrook Scholarship Fund** honors the work of Hugh Westbrook, and his wife, Carole Westbrook. Mr. Westbrook is a Methodist minister who in 1976 co-founded a local Miami hospice organization that grew to become Vitas Health Care Corporation. His leadership in American hospice care and his work with Congress helped to develop landmark hospice legislation, and consequently founded the Hospice Foundation of America in 1980. Mr. and Mrs. Westbrook continue their commitment to philanthropy in support of many foundations, educational institutions and scholarships. The Westbrook scholarship will provide one, non-renewable, \$2,500 scholarship.
- f. The **Captain Ernest W. Fox Perpetual Scholarship Program** is sponsored by Clay, Elizabeth and Dean Fox to honor the memory of their late son and brother, Captain Ernest W. Fox, who served 23 years in the Coast Guard. The program established a perpetual scholarship at the Aviation Logistics Center (ALC) in Elizabeth City, North Carolina to assist the education and training endeavors of ALC personnel. This scholarship is eligibility specific. Employees of the ALC only (active duty military and federal civil service) and their dependents assigned to ALC are eligible to apply for this scholarship. All Fox applications must be returned to ALC by their designated deadline. This scholarship consists of a one-time, non-renewable \$1,000 scholarship.
- g. The **Fallen Heroes Scholarship Fund** was established by John and Delinda Statts in memory of

Mr. Statts' parents, Captain Frederick Statts and his wife Sara. Captain Statts graduated from the Coast Guard Academy in 1936 and served with distinction for 30 years. He retired as Commanding Officer of the Training Center in Cape May, New Jersey. This scholarship benefits dependent children of Coast Guard members (enlisted and commissioned officers) who lost their life in Coast Guard land, air, or sea operations. Dependent children must be currently registered in the DEERS system. An eligible **enlisted or officer** dependent(s) may apply for this scholarship any time during the year. Scholarship amount depends on available funding.

- h. **Other Scholarship Opportunities.** New scholarships donated to the foundations for administration by Commandant (CG-1112) will be added to the pool of funds provided by the Coast Guard Foundation. These new gifts will not receive announcements separate from the annual ALCOAST message announcing the annual Coast Guard Foundation Scholarship open season. Gifts that cannot be processed during the normal open season will be held until the next annual scholarship open season. From time to time, the Coast Guard Foundation receives gift donations to support continuing education for active duty and reserve on extended active duty orders. Information about these emergent opportunities will be released via an ALCOAST message. For additional information on scholarships, visit the Commandant (CG-1112) Scholarship Program webpage at www.uscg.mil/worklife/scholarship.asp. The Coast Guard Institute maintains a listing of additional scholarships and grants on their website that may be available to service members and their families. Please visit <http://www.uscg.mil/hq/cgi/> for more information.
- i. **Education Gifts.** Educational gifts given to the Coast Guard, whether for active duty or dependents, will be accepted through the Coast Guard Foundation. Additional information on the donation of gifts to the Coast Guard Scholarship Program may be obtained from the Coast Guard Foundation at (860) 535-0786 or in writing at the following address: 394 Taugwonk Road, Stonington, Connecticut, 06378-1807.

7. APPLICATION PROCEDURES.

- a. Application materials for all Coast Guard Foundation scholarships are the same except for the Fox. Application requirements and resources will be available on the Commandant (CG-1112) Scholarship Program webpage, www.uscg.mil/worklife/scholarship.asp. In addition, scholarship program information can be obtained by contacting the Family Resource Specialist (FRS) at your regional Health, Safety and Work-Life (HSWL) Regional Practice (RP) by calling 1-800-872-4957 and following the prompts.
- b. Application packages for the Coast Guard Foundation scholarships must be submitted through the scholarship management service identified on www.uscg.mil/worklife/scholarship.asp. No mail, email or fax applications will be accepted.
- c. Applications for the Fox scholarship must be obtained from and submitted to ALC. Additional information on the Fox scholarship can be obtained by contacting the ALC Training Officer at (252) 335-6214.

8. SELECTION PROCEDURES.

- a. Dependent scholarship applications for the Coast Guard Foundation Scholarship Program will be evaluated annually in April by an evaluation panel consisting of the Superintendent of the Coast Guard Academy; the Director of Health, Safety, and Work-Life; the Master Chief Petty Officer of the Coast Guard; or their designated representatives. The selection committee, consisting

solely of representatives from the Coast Guard Foundation, will also meet annually in April and scholarship awards will be announced by June 1st annually. Scholastic promise, motivation, moral character, leadership qualities, and good citizenship are the major considerations in the selection of awardees.

- b. Applicants will be selected on an objective and non-discriminatory basis. The Coast Guard Foundation's judgment will be final in all decisions regarding selection and administration of the scholarship program. The Coast Guard Foundation will handle all financial transactions and financial issues related to current Coast Guard Foundation scholarship funds, and any future scholarships. Scholarship monies will be dispersed by the Coast Guard Foundation for authorized expenses to include tuition, room and board, books and fees beginning September 1st annually. Recipients of these scholarships must be full-time students, as defined by the institution of higher learning the student will attend. Recipients of these scholarships may be requested to provide additional documentation, in support of the application materials, to the Coast Guard Foundation before expenses are paid.
- c. Recipients of the Coast Guard Foundation scholarships will be announced via ALCOAST. In addition, awardees may be honored at Coast Guard Foundation events and have their name listed with the Coast Guard Foundation scholarship winners of the year.

9. RESPONSIBILITIES.

- a. The Health, Safety and Work-Life (HSWL) Directorate, Commandant (CG-11), will serve as technical representative for the Coast Guard Foundation Scholarships program.
- b. The Family Support Services Specialist assigned to Commandant (CG-1112) will:
 - (1) Develop, initiate, and revise policy, instructions and other guidance, as necessary;
 - (2) Collaborate with the Coast Guard Foundation to complete ALCOAST announcements for marketing and notification purposes; and,
 - (3) Check applicant eligibility in Defense Enrollment Eligibility Reporting System (DEERS).
- c. The Coast Guard Foundation will:
 - (1) Provide educational support to the men and women of the Coast Guard and their dependents;
 - (2) Collaborate closely with Commandant (CG-1112) to ensure policy and other guidance is appropriate;
 - (3) Select final applicants for scholarships; and,
 - (4) Manage remaining aspects of program once the scholarships have been awarded.
- d. The Scholarship Management Software (SMS) selected by Commandant (CG-1112) will be capable of:
 - (1) Completing a Non-Disclosure Agreement (DHS Form 11000-6) as required by the Department of Homeland Security for Commandant (CG-1112) to maintain on file;
 - (2) Creating scholarship applications online;
 - (3) Applying pre-qualification criteria;
 - (4) Validating applications for completeness;

- (5) Managing committees and assignments; and
 - (6) Generating reports and charts.
- e. The evaluation panel, to include the Superintendent of the Coast Guard Academy; Director of Health, Safety, and Work-Life; the Master Chief Petty Officer of the Coast Guard; or their designated representatives, will:
- (1) Access the SMS dashboard to review and provide feedback on applications assigned to them;
 - (2) Complete application rankings; and
 - (3) Forward list of scoring criteria and recommended applicants to the Coast Guard Foundation.
- f. The HSWL Service Center and HSWL RP staffs will ensure wide dissemination of information about Coast Guard Foundation Scholarships.
- g. The Family Resource Specialists (FRS) at the HSWL RPs will assist families seeking information regarding this Instruction.
10. **DISTRIBUTION.** No paper distribution will be made of this Notice. An electronic version will be located on the following Commandant (CG-612) web sites. CGWeb: <http://cgweb.comdt.uscg.mil/CGDirectives/Welcome.htm> and CGPortal: <https://cgportal2.uscg.mil/library/SitePages/Home.aspx>.
11. **RECORDS MANAGEMENT CONSIDERATIONS.** This Instruction has been evaluated for potential records management impacts. The development of this Instruction has been thoroughly reviewed during the directives clearance process, and it has been determined there are no further records scheduling requirements, in accordance with Federal records Act U.S.C. 3101 et seq., National Archives and Records Administration (NARA) requirements, and the Information and Life cycle Management Manual, COMDTINST M5212.12 (series). This policy does not have any significant or substantial change to existing records management requirement.
12. **ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.** The development of this directive and the general policies contained within it have been thoroughly reviewed by the originating office and are categorically excluded under current USCG categorical exclusion (CE) [#1] from further environmental analysis, in accordance with Section 2.B.2. and Figure 2-1 of the National Environmental Policy Act Implementing Procedures and Policy for Considering Environmental Impacts, COMDTINST M16475.1 (series).
13. **FORMS/REPORTS.** The forms referenced in this Instruction are available in USCG Electronic Forms on the Standard Workstation or on the Internet: <http://www.uscg.mil/forms/>; Coast Guard Portal at <https://cgportal.uscg.mil/delivery/Satellite/uscg/References>; and Intranet at <http://cgweb.comdt.uscg.mil/CGForms>.

MAURA K. DOLLYMORE /s/
Rear Admiral, U.S. Public Health Service
United States Coast Guard
Director of Health, Safety and Work-Life