

AMMO CHIEFS ASSOCIATION (ACA)
CMSGT GAUVIN MEMORIAL SCHOLARSHIP



CMSgt Richard A. Gauvin

The Chief Master Sergeant (CMSgt) Richard A. Gauvin Memorial Scholarship Fund was established to award scholarships to dependent children of munitions personnel who held AFSC 461XX, 465XX or 2W0X1 on active, reserve, or ANG duty in the service of the USAF.

The AMMO Chiefs Association (ACA) Board of Directors (BOD) administers the scholarship program and fund.

The ACA BOD will be the Scholarship Selection Committee to review, approve, and decide on the amount awarded to each applicant. All scholarship applicants will send their applications prior to 1 June of each year.

All AFCOMAC classes will have an opportunity to raise funds and contribute to the scholarship fund. The fund also accepts donations from any source that does not have a conflict of interest with the scholarship.

Eligibility:

To be eligible and qualify as a recipient for a CMSgt Gauvin Memorial Scholarship award, the following criteria must be met:

1. Be a dependent under the age of 25, to include: natural born, legally adopted, and other dependent children of a parent(s) or legal guardian(s) who served honorably in the United States Air Force in Air Force Specialty Codes (AFSC) 461XX, 465XX or 2W0X1 (AMMO troops). Service may include active, reserve, or Air National Guard duty for any time period. **The applicant must provide proof of honorable service and AFSC.**
2. Be a graduate of an accredited high school (or equivalent) or high school senior who will qualify for graduation prior to beginning eligibility for aid.
3. Be enrolled or accepted for enrollment in a full time (as defined by the school attending) undergraduate course of study at an approved accredited college, university, or technical school beyond the high school level with exception of a service academy. Applicants attending a service academy are not eligible for this scholarship.
4. Obtained a minimum 3.0 Grade Point Average (GPA) during the previous academic year.
5. Award selections are made without regard to Race, Religion, National Origin, Sex, Age or other factors determined to be illegally discriminatory by law.

NOTE: *Eligibility is not limited to citizens of the U.S. However, applicants must be attending an institution of higher learning that is Headquartered within the United States.*

NOTE: *Funds awarded under this Scholarship cannot be sent to overseas educational institutions, to include schools operating on military bases overseas.*

Selection Priority:

The Scholarship Selection Committee will use the following precedence to prioritize eligible candidates:

1. Eligible children of AMMO troops who died on active duty.
2. Eligible children of AMMO troops who died after retirement.
3. Eligible children of AMMO troops who died after separation.
4. Eligible children of AMMO troops who are serving / have served honorably.

NOTE: *The original intent of the scholarship program is to aid dependent children of deceased AMMO Troops with attaining higher education. This is why these categories rank higher.*

Requirements:

The following must be enclosed with the application:

1. The completed application.
2. PRIVACY ACT must be dated and signed. This entire application may be dated, signed, then scanned and sent in electronically.
3. Proof of honorable service and AFSC of sponsor. (Examples: copy of DD Form 214, official document showing sponsors AFSC and dates of service, etc.).
4. Transcript sent from the high school or college (Official or Un-official).
5. A brief pertinent history of the applicant's background and reason for requesting the scholarship. Include items such as high schools and colleges attended, awards won in schools, significant scholarship recognition, special interests and hobbies, clubs, sports, volunteer work (provide average hours/week), and employment history (provide average hours/week). Please limit this to one typewritten single-spaced page.
6. An essay with the topic: ***"When you hear the National Anthem what you think about?"***
Format should be APA style, no less than 500 words, double spaced written with Times New Roman Font size 12.
7. Applicants may informally notify the Scholarship administrators of intent to apply at any time.

Additional Information:

1. Applicants are personally responsible for ensuring the completeness and accuracy of the applications package. Applicants are strongly urged to carefully review their submission for absolute conformity to requirements.
2. Award amounts will be fairly and impartially tailored based on the applicant's request and fund availability. Awarded funds are only for the immediate school year, approximately 1 September through 31 August. The scholarship is to be applied only to tuition, books, room and board on campus, and laboratory fees only. Awarded funds are payable only and directly to the college or university.
3. Should an applicant not enroll as a full-time student or become dis-enrolled, all money will be returned to the scholarship fund. If the applicant is awarded a full scholarship from another source, this scholarship must be relinquished and returned.
4. Applications must be postmarked no later than **1 June** each year. Any postmarked after that date are not considered for that school year. Personally delivered applications must be received by the Scholarship Selection Committee no later than 3:00 PM MST on **1 June**.
5. It is the responsibility of each student / applicant to take the steps necessary to gain admission to the institution of his/her choice.
6. Applications/information should be sent to: ACA Gauvin Scholarship Committee, 1040 E Nicholes Ave, Layton UT, 84040. Telephone (757) 525-0961 or by e-mail: secretary@ammochiefs.com
7. The ACA BOD will review applications and select scholarship(s) to be awarded between 1 June and 1 August each year.
8. Applicants will be informed of their status and amount awarded once final selections are made.

Administrative Information:

The ACA President and BOD are ultimately responsible for management and administration of the ACA Gauvin Scholarship Program. The ACA Secretary is responsible for scholarship coordination and administration and the ACA Treasurer is responsible for fund management, receipts, and disbursements as follows:

ACA President (via all ACA BOD Members):

1. Promotion and communication of fund-raising activities and scholarship awards.

ACA Secretary:

1. Receive and maintain all applications along with information on how to contact applicants.
2. Application and approval/disapproval information file for all applicants.
3. Preparing Application packages and presenting them to the BOD.
4. Notifying scholarship awardees of the results of the ACA BOD Selection committee, amount of award, and when the awards will be sent, and where awards will be sent (Educational institution).

ACA Treasurer:

1. Establishing, maintaining, and managing financial accounting for Scholarship funds.
2. Maintaining financial and tax-exemption records.
3. Disbursing funds to the requested Educational Institution for selected applicants in the amounts determined by the ACA BOD within 30 days after the BOD has made and published the scholarship award decision.

These instructions are current as of 17 Mar 2024 for the 2024 application year.

PERTINENT HISTORY FORMAT (EXAMPLE)

NOTE: This is where you have an opportunity to make a positive impression on the ACA Board of Directors.

(EXAMPLES)

Extracurricular Activities:

- 2009-present Red Cross Blood Mobile volunteer, 6 hrs per month
- 2008-present Brownie Leader Troop 334, 1 hr per week
- 2007-present Cub Scout Leader Den 555, 1 hr per week
- 2006-2008 USO volunteer, 2 hrs per week
- 2005-2007 Tutor My Town, City, County Adult Literacy Program, 6 hrs per week.

Paid Employment: (List hours worked per week)

- 2009-present Secretary, Johnson's Law Firm, Lorton, VA, 15 hrs per week
- 2007-2009 Vendor, local craft shows throughout the area, 9-40 hrs per week.
- 2006-2007 Homecare Provider, 2 hrs per week

Future Goals:

PRIVACY ACT STATEMENT

Authority to request this information is derived from Title 5, United States Code 301, Departmental Regulations. The purpose of this information is to apply for educational financial aid through the ACA CMSgt Gauvin Memorial Scholarship. The information provided will be used to assess scholastic achievement, evaluate the need for financial aid, and coordinate and submit awarded funds to the students account at the proper educational institution. Completion of this form is mandatory for an application to be considered.

Date: _____ Applicant's Signature: _____

APPLICATION FOR ACA CMSGT GAUVIN MEMORIAL SCHOLARSHIP
FOR AMMO CHIEFS ASSOCIATION, INC. USE ONLY

COMPLETION OF APPLICATION FORM

1. The entries on the application below must be COMPLETE AND ACCURATE. They should be typewritten or printed legibly in black ink.

2. After this form has been completed, recheck all instructions and signatures, and mail to:

ACA Gauvin Scholarship Committee, 1040 E Nicholes Ave, Layton UT, 84040

Or send electronically by e-mail to: secretary@ammochiefs.com

3. Applications must be postmarked or e-mailed not later than 1 June. Any postmark after that date will not be considered for the upcoming academic year. Personally delivered applications must be received by the scholarship application administrator by 3:00 p.m. MST on 1 June to be considered.

**APPLICATION FOR
CHIEF MASTER SERGEANT (CMSgt) GAUVIN
MEMORIAL SCHOLARSHIP**

Notice: This form when completed requests and has Personally Identifiable Information (PII). This information will be used solely to ensure awarded funds are disbursed and applied to the proper student account and educational Institution.

PART 1 – STUDENT INFORMATION

LAST NAME, FIRST NAME, MI: _____

STREET ADDRESS, APT/BOX #: _____

CITY, STATE, ZIP CODE: _____

PHONE #, SSN, STATUS: _____

STATE OF LEGAL RESIDENCE: _____

YEAR IN COLLEGE, NEXT SCHOOL YEAR: _____

SCHOOL(S) AND LOCATION APPLICANT PLANS TO ATTEND: _____

SCHOOL, ADDRESS, PHONE of REGISTRAR / FINANCIAL AIDE OFFICE: _____

APPLICANTS EMAIL ADDRESS: _____

PART 2 – SPONSOR’S INFORMATION

LAST NAME, FIRST NAME, MI: _____

AFSC, LAST RANK/PAY GRADE, STATUS: _____

STATE OF LEGAL RESIDENCE: _____

STREET ADDRESS, APT/BOX #: _____

CITY, STATE, ZIP CODE: _____

PHONE #, SSN: _____

DATE AND LOCATION OF LAST ASSIGNMENT: _____