

MBAA District Mid Atlantic Scholarship Committee Guidelines

Governance:

- The committee will be made up of a minimum of four people, of which one will be the current MBAA District Mid Atlantic Technical Chair.
- In the event of a tie, the current Board of Governors representative will be presented the top three candidates and break the tie. This decision is binding.
- The committee should meet (teleconference acceptable) and review applications within 30 days of the closing of acceptance.
- The committee shall notify the District Officers of the award winner within 60 days of application closing as well as an alternate in the event the award winner cannot accept due to unforeseen circumstances.
- Committee members shall serve for terms not longer than three years. The Officers of MBAA District Mid Atlantic shall appoint all committee members. In the event of a vacant seat(s) the Vice President and Secretary will fill the committee until replacements can be found and appointed.
- Committee members should be in good standing with MBAA District Mid Atlantic.
- In the event the committee cannot be staffed, the scholarships will be suspended until suitable individuals may be found.
- In the event a Committee member applies for a scholarship, they must submit notification to the Officers of the District and will not be eligible to review scholarships for that application period. The position will be filled as previously described.

Funding:

- The program will be funded by the district on an annual basis for the amount of \$5000 dollars per award. Funding for this scholarship may come from revenues from District Meetings, Donations or Other sources that designate funding for the scholarship.

- The scholarship shall be reduced to not more than an annual award if the district funds reach an amount of \$25,000 at the filing of any tax year. It shall be the responsibility of the President and treasurer to ensure that the number of scholarships awarded is reduced.
- The scholarship shall be terminated if the district funds reach an amount of \$15,000 at the filing of any tax year. It shall be the responsibility of the President and treasurer to ensure that the scholarship is terminated.

Eligibility:

- The recipient must be a member in good standing with the Master Brewers Association of the Americas for a period of at least twelve months and District Mid Atlantic for a period of at least twelve months prior to receiving the award.
- The receiving member agrees to present at a future district meeting.
- Award acceptance must be in writing.
- The recipient must not have received a scholarship from District Mid Atlantic in the previous two years from the date the funds will be used.

General Rules:

- Funds must be used within twelve months of awarding or will be forfeited.
- Responsibility for taxes is the responsibility of the recipient.
- Scholarship applications must be submitted by January 1 for the scholarship.
- It is the option of the committee to reduce a scholarship or not award a scholarship for any period if the applications are not worthy of the reward. In this event the top three should be submitted to the District officers in accordance with the timelines for review. The district officers do have the option to award a scholarship if they see fit.

Confidentiality and Discrimination:

- All information on the scholarship application must be considered confidential. It is only to be disseminated for purposes directly related to the awarding of the scholarship to persons responsible for the administration. Personal use is not allowed.
- This scholarship is to be awarded without any regard to age, gender, race or any other practices recognized as discriminatory.

Acceptable Funds Use:

- This scholarship is intended to be used for educational purposes or the support of educational endeavors. Examples of appropriate usage are:
 - ❖ MBAA courses.
 - ❖ Tuition for brewing, engineering, or life science programs that meet Masters Brewers Program Recognition standards of approval, as determined by the MBAA Higher Education Committee.
 - ❖ Support for attending national conferences for professional brewing related organizations.
 - ❖ Purchase of books.

This document should be reviewed annually. Any changes to this guidance must be approved by the Officers of MBAA District Mid-Atlantic.

Revised October 2016
Steve Frazier
District Mid Atlantic President