

*The Nelson L. (Butch) Ward  
Memorial Youth Scholarship Fund*

Scholarship By-Laws  
Constitution Established January 1, 2001

**I PURPOSE**

To provide eligible applicants with scholastic aid.

**II DEFINITIONS**

Children, for the purpose of this constitution, shall be understood to mean natural, adopted, step, and grandchildren.

**III AWARDS**

Money that is granted to applicants for scholarship aid.

**IV FUNDING**

The original funds were awarded to the Maryland B.A.S.S. Chapter Federation, Inc by members, friends, and supporters of the Maryland B.A.S.S. Chapter Federation and consisted of \$4,610.00. It is understood that this money and any subsequent money collected through donations, contribution, annual budgeted appropriations by the Maryland B.A.S.S. Chapter Federation, Inc and/or money raising projects, shall be defined as funds. The funds will be invested and remain in an investment fund in a manner that will return the best interest in the current money market. The manner in which the funds are invested shall be governed by the Scholarship Committee.

**V SCHOLARSHIP COMMITTEE**

The Scholarship Committee shall consist of (5) members of the Maryland B.A.S.S. Chapter Federation, Inc in good standing to include:

- President of the Maryland B.A.S.S. Chapter Federation, Inc
- State Youth Director of the Maryland B.A.S.S. Chapter Federation, Inc
- Treasurer of the Maryland B.A.S.S. Chapter Federation, Inc
- Two persons selected by the President of the Maryland B.A.S.S. Chapter Federation, Inc

All (5) Committee members will have equal voting powers for associated issues coming before the Committee.

- A. The Scholarship Committee, at the discretion of the Board of Directors of the Maryland B.A.S.S. Chapter Federation, Inc can be dissolved for due and documented good cause, and a new committee appointed.
- B. The Scholarship Committee shall meet and make awards no later than the 31<sup>st</sup> of December of each year.
- C. Vacancies on the Scholarship Committee shall be filled by appointment of the President of the Maryland B.A.S.S. Chapter Federation, Inc. They must however fit the criteria spelled out above in the committee makeup.
- D. The Committee, by majority vote, shall decide which applicants are eligible for scholastic aid.
- E. It shall be the purpose of the Scholarship Committee to provide scholastic aid for as many applicants as possible as far as is practical and within the guidelines set down in this Constitution.

- F. The Scholarship Committee shall submit to the President of the Maryland B.A.S.S. Chapter Federation, Inc a written request no later than the 31<sup>st</sup> of December of each year, for a sum of monies requested for the following year to be considered and included in the FY budget of the Maryland B.A.S.S. Chapter Federation, Inc to be awarded to this Scholarship program.

#### **VI MINUTES OF SCHOLARSHIP COMMITTEE**

Complete minutes of all Scholarship Committee meetings shall be accurately kept, and a copy presented to the Maryland B.A.S.S. Chapter Federation, Inc Board of Directors at the annual Maryland B.A.S.S. Chapter Federation, Inc meeting in January of each year. Upon written receipt and request, and then so granted permission by the President of the Maryland B.A.S.S. Chapter Federation, Inc. The minutes will be accessible and made available for review to any interested member of the Maryland B.A.S.S. Chapter Federation, Inc in good standing or other persons who hold a legal and legitimate right under state of Maryland or Federal law.

#### **VII ANNUAL FINANCIAL REPORT**

All financial records of the Scholarship Fund will be maintained by the Maryland B.A.S.S. Chapter Federation, Inc Treasurer. A written annual report will be presented at the annual Maryland B.A.S.S. Chapter Federation, Inc meeting in January of each year. Upon written receipt and request, and then so granted permission by the President of the Maryland B.A.S.S. Chapter Federation, Inc. The Annual Financial Report will be accessible and made available for review to any interested member of the Maryland B.A.S.S. Chapter Federation, Inc in good standing or other persons who hold a legal and legitimate right under stand of Maryland or Federal law.

#### **VIII ELIGIBILITY**

Those eligible to receive scholastic aid will be regular members in good standing, their spouses and children of the Maryland B.A.S.S. Chapter Federation, Inc. Residents of the State of Maryland who are also members in good standing of Bass Anglers Sportsman Society, their spouses and children are also eligible in the event no regular Maryland B.A.S.S. Chapter Federation, Inc members in good standing, their spouses and children have applied.

#### **VIII AWARD MONEY**

Note: During the life of the "THE NELSON L. (Butch) WARD MEMORIAL YOUTH SCHOLARSHIP FUND", only accrued monies and interest shall be used for scholastic awards. (projected income will not be considered).

1. For the first five (5) years of the Scholarship Fund, no award shall be greater than \$500.00 or less than \$100.00
2. After five (5) years, the Committee shall reevaluate the status of the fund, and adjust the maximum and minimum award to commensurate with the interest being earned by the fund.
3. All awards shall be presented to the student only.
4. Awards shall be for one (1) year only. Students may apply for aid annually.
5. Upon unanimous vote of the Committee, more than \$500.00 may be awarded to one student, provided no other applicant is eligible at the time of granting for making awards.
6. The Committee shall have sole responsibility for making awards.
7. Scholastic achievement of the applicant may be considered by the Scholarship Committee when determining the amount of the award.
8. Award money not used during the current year shall be deposited and maintained in a readily accessible savings account, and may be used along with interest earned, as award money for the following year.
9. All checks shall be made payable to both the student and the college only. – No exceptions.

## **X ORDER OF PREFERENCE**

Scholastic awards shall be granted in the following order of preference:

1. B.A.S.S. Chapter Federation, Inc members in good standing, their spouses or children, studying in the field of Environment, Aquatic Biology, Resource Enforcement, and or Conservation.
2. Maryland B.A.S.S. Chapter Federation, Inc members in good standing, their spouses or children, studying in any field other than Environment, Aquatic Biology, Resource Enforcement, and or Conservation.
3. Bass Anglers Sportsman Society members in good standing, their spouses, or children, studying in the field of Environment, Aquatic Biology, Resource Enforcement, and or Conservation.
4. Bass Anglers Sportsman Society members in good standing, their spouses, or children, studying in any field other than Environment, Aquatic Biology, Resource Enforcement, and or Conservation.

## **XI APPLICATION**

Applications must be fully completed and postmarked no later than July 31<sup>st</sup>. They must be submitted to the President of the Maryland B.A.S.S. Chapter Federation, Inc. Applications are welcome from graduating high school students and college students. Applications shall be made on forms provided by the Scholarship Committee and must contain the following information:

1. Student (applicant) full name and address.
2. Intended field of study.
3. Most current transcript of student's grades.
4. Parent's income. (Income will be used only to determine size of an award in special cases. Income will not prevent a qualified applicant from receiving aid. – All income information/statements will be held in strict confidence and will be considered as confidential. They will not be made a part of any minutes or financial statements that are available to persons outside the Committee)
5. Parent's name and address.
6. A short statement from the applicant on his/her goals in college and what he/she is striving for.
7. Applications will be submitted, and received by the Committee no later than the 31<sup>st</sup> of July in the year the award is to be given.
8. Applicants will be notified by mail as to the Committee decision by no later than December 31<sup>st</sup> in the year the award is to be given.

In the event the Maryland B.A.S.S. Chapter Federation, Inc should be dissolved, all money remaining in the Scholarship Fund will be donated in the name of the Maryland B.A.S.S. Chapter Federation, Inc to the charity deemed most needy by the Maryland B.A.S.S. Chapter Federation, Inc Board of Directors.

Upon request of the Committee, or the Maryland B.A.S.S. Chapter Federation, Inc Board of Directors. This Constitution may be amended at any monthly Board of Directors meeting or any annual Board of Presidents meeting of the Maryland B.A.S.S. Chapter Federation, Inc by a majority vote of the Chapter Presidents present.

## **XII ATTACHMENTS**

1. Required dates of completion (rolling schedule) of the Scholarship Committee.
2. Application form to apply and receive consideration for scholastic aid.

### **XIII APPROVAL/ADOPTION**

Approved and adopted by resolution this 21<sup>st</sup> day of December, 2000.  
Jim Kline President, the Maryland B.A.S.S. Chapter Federation, Inc

#### **DATED REQUIREMENTS OF SCHOLARSHIP COMMITTEE**

1. No Later than July 31<sup>st</sup> – Applications for consideration must be submitted to the Scholarship Committee for monies being awarded for the current year. (ref: XI “APPLICATION” – General & # 7.)
2. No Later than Dec 31<sup>st</sup> – The Scholarship Committee will ensure that all applicants are notified of their status of their applications – for monies being awarded for the current year. (ref: XI “APPLICATION” - # 8.)
3. No Later than Dec 31<sup>st</sup> – The Scholarship Committee meets to make awards for the upcoming (next) year. (ref: V “SCHOLARSHIP COMMITTEE” B.)
4. No Later than Dec 31<sup>st</sup> – The Scholarship Committee meets to prepare budget request to the President of the Maryland B.A.S.S. Chapter Federation, Inc for upcoming (next) year. (ref: V “SCHOLARSHIP COMMITTEE” F.)
5. January Maryland B.A.S.S. Chapter Federation, Inc Board of Directors regularly scheduled monthly meeting – The Scholarship Committee will present a copy of all previous year, regular, and special meeting minutes to the MBF Board of Directors. (ref: VI “MINUTES OF SCHOLARSHIP COMMITTEE”.)
6. January Maryland B.A.S.S. Chapter Federation, Inc Board of Directors regularly scheduled monthly meeting – The Scholarship Committee will present a copy of the previous year’s financial report and the current financial status to the MBF Board of Directors. (ref: VII “ANNUAL FINANCIAL REPORT”.)

“THE NELSON L. (Butch) WARD MEMORIAL  
YOUTH SCHOLARSHIP FUND”  
APPLICATION FOR SCHOLASTIC AID

Date: \_\_\_\_\_

Applicant (full name): \_\_\_\_\_

Full Address: \_\_\_\_\_

Phone: (home) \_\_\_\_\_ (work) \_\_\_\_\_

Intended field(s) of study: \_\_\_\_\_

Name and address of Scholastic Institute attending:

\_\_\_\_\_

B.A.S.S. Membership #: \_\_\_\_\_ Expiration date: \_\_\_\_\_

MBF Club: \_\_\_\_\_ Region: \_\_\_\_\_

(note: if applicant is not a member of B.A.S.S. or MBF – See same section under Parents info).

Parent(s) full name(s): \_\_\_\_\_

Parent(s) full address(s): \_\_\_\_\_

Parent(s) home phone number(s): \_\_\_\_\_

Parent(s) B.A.S.S. Membership #: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Parent(s) MBF Club: \_\_\_\_\_ Region: \_\_\_\_\_

Parent(s) combined annual income: \_\_\_\_\_ (will remain confidential)

**Required attachments:**

1. Current/Most recent transcripts of student grades.
2. Statement of applicant's scholastic goals and objectives in college and what the applicant is striving to achieve.

**Mail to:**

President, Maryland B.A.S.S. Chapter Federation, Inc – Scholarship Committee  
PO Box 3620  
Baltimore, MD 21214

**Email:** [mdbass@mdbass.com](mailto:mdbass@mdbass.com) for questions.

**Note:** Due to confidential information contained – No fax copies will be accepted, all mailing must contain complete and accurate information and all attachments must accompany application.