



## Logistics Officer Association Guidance National Scholarship Program (G-3)

**1. Scholarship Program Intent:** The Logistics Officer Association (LOA) Scholarship Program is designed to promote education for junior enlisted, officers and civilians of the Armed Forces in the logistics and acquisition career fields. The program will award and recognize applicants based on two distinct categories:

CAT 1 Chapter Nomination. Applicants to be nominated for scholarship awards based on their duty performance, academic excellence, and potential as a future logistician/acquisition professional via a single page nomination by their LOA/AOA Chapter.

CAT 2 Article Submission. Applicants may submit for consideration an original article for the Exceptional Release (ER) or LOA website that addresses a relevant logistics/acquisition topic.

**2. Program Management:** The overall responsibility for the management of this program rests with the National LOA Vice President (VP). The VP will appoint a Scholarship Committee of at least five active LOA members who will evaluate the nominations in both categories.

**3. Number/Size of Scholarships Each Year:** The number and size of scholarships awarded each year is contingent on the amount of funds available as determined by the elected members of the LOA Executive Board. The number and size of scholarships may vary each year but will generally be distributed in the following manner:

CAT 1 Chapter Nomination: Up to six (6) \$1,000 winners. Categories are: Junior Enlisted, Junior Officer, and Civilian

CAT 2 Article Submission: 1<sup>st</sup>: \$2,000; 2<sup>nd</sup>: \$1,000; 3<sup>rd</sup>: \$500

The CFO will report to the National LOA Board the status of scholarship funds received, expenses, and monies on hand no later than 15 April of each year.

**4. Scholarship Winner Announcement:** The LOA VP will announce scholarship winners annually each September via email, Facebook and the LOA website.

**5. Scholarship Presentations:** The LOA VP will ensure certificates and scholarship checks are provided to the winners. Scholarship prize winners will be recognized on the LOA website and may be featured in the ER magazine. The local Chapter President and Senior Logistics or Acquisition Officer on each base will be invited to present the award and submit photos to the LOA National Board.

**6. Scholarship Donor Recognition Program:** Individual and corporate scholarship donors are exceptionally important to the National LOA Scholarship Program, and each donation is greatly appreciated. Donations fall into the following categories:

**Individual Donation Status**

- Donor: less than \$100
- Patron: \$100-\$999
- Benefactor: over \$1,000

**Corporate Donations Status**

- Donor: less than \$5,000
- Patron: \$5,000-\$24,999
- Benefactor: over \$25,000

Individual and corporate scholarship “donors” will be listed on the National LOA website. Individual donations of \$500 dollars or more, and corporate donations of \$15,000 or more will be recognized during national symposiums.

**7. Scholarship Nominations:** Compliance with this paragraph is mandatory.

Who May Compete: Qualifying LOA Members, Corporate LOA members, and enlisted, or civilian equivalent, members of the Armed Forces serving in the logistics and acquisition career fields.

Who May Submit: Active chapters may submit as many nominations as they choose. However, only the elected chapter President or Vice President may submit nominations. Officer and civilian equivalent nominees must be active National LOA members to compete.

CAT 1. Chapter Nomination Criteria: Must fill out the attached submission form, to include:

1. Individual Data.
2. Academic information.
3. Leadership and Duty Performance: Highlight accomplishments/proven leadership ability.
4. Off Base Community Involvement: List activities in the local community.
5. Career Aspirations: Narrative paragraph briefly outlining school intent and career aspirations and why nominee has earned this recognition.
6. Public Release Statement: For use in LOA publications and websites.
7. Endorsement Letter: Signed by supervisor, commander, or teacher (use preformatted content).

CAT 2. Article Nomination Criteria: The article will be submitted as PDF. The topic required length of the paper, and other pertinent details will follow the current ER submission rules and must include a topic relevant photo. This will be scored for a total of 100 points.

**NOTE:** Articles submitted for other programs (i.e., AFIT, ACSC, AWC, SOLE, etc), classes or competitions may not be submitted for this scholarship program.

**8. Scoring Categories:**

CAT 1 (100 points)

1. Academic Background (20 pts)
2. Leadership/Duty Performance in Logistics/Acquisitions (40 pts)
3. Off Base Community Involvement (20 pts)
4. Career Intent/School Aspirations (20 pts)

CAT 2 (100 points)

1. Introduction and history/background (15 pts)
2. Issue analysis (20 pts)

3. Recommendations (logistics/acquisition challenges/successes) (20 pts)
4. Quality of Writing: (25 pts)
5. Conclusions: (20 pts)

**Submission Deadline:** Nominations must reach the Scholarship Committee no later than 1 August or a date established and published by the LOA Executive Board. Send nominations via email to [vp@loanational.org](mailto:vp@loanational.org) **(SEND AS A PDF FILE)**

**9. Scholarship Winner Selection:** The five-member selection panel to determine the winners will consist of the National LOA VP and four other qualified individuals (as approved by the Executive Board.)

**Selection Process:** The LOA National Scholarship Committee Chair will develop a Nomination Package consisting of a score sheet, copy of each nomination and a copy of this directive. The package will be emailed to each panel member.

**Winner Selection:** Each panel member will review the individual nomination and score the package IAW paragraph 8. Individual area scores will be tallied up for a "total" score, which will be used to rank the nominees. The panel members will return the completed nomination package to the LOA VP.

**Final Score/Winner Determination:** The LOA VP will consolidate the panel scores and advise the LOA Executive Board of the winners. Once approved, the VP will announce the winners as described in paragraph four.

**//Signed//**

**Carol Howitz**

**President, Logistics Officer Association**

**Approved by the Executive Board, April 2019**



# Logistics Officer Association National Scholarship Submission Form

**YOUR LOCAL CHAPTER:** SONORAN CHAPTER

**INDIVIDUAL DATA:**

**NAME:** Helen N. Ray

**RANK/CIV:** SSgt

**DATE OF RANK:** 1 Feb 18

**SSN:** 0000 (last 4 only)

**CAREER FIELD:** Aircraft Maintenance

**DUTY TITLE:** OIC, Avionics Flight

**SPONSORING UNIT TELEPHONE:** DSN 227-1234/Comm (703) 927-1234

**A. ACADEMIC BACKGROUND:**

Degree in Progress: Undergraduate

GPA: 3.75

College: University of Ohio

Completed: XX out of XXX semester hours

Major: Electrical Engineering

**B. LEADERSHIP/DUTY PERFORMANCE IN LOGISTICS/ACQUISITIONS:**

Describe significant leadership accomplishments and how well the nominee performed assigned primary and additional duties. Define the scope and level of responsibilities and the impact on the mission. Include any new initiatives or techniques developed by the member that positively impacted the unit and/or the mission. May include awards and notable decorations. **(Use no more than 5 bullets)**

**C. OFF BASE AND COMMUNITY INVOLVEMENT:**

Define the scope and impact of the member's positive leadership and involvement in both the military and civilian community. Include leadership, membership, or participation in unit advisory councils, professional military organizations, associations, and events. **(Use no more than 3 bullets)**

**D. CAREER INTENT/SCHOOL ASPIRATIONS:**

Narrative paragraph. Briefly outline career intent/school aspirations and why LOA should award this scholarship to you. Explain how the education you are receiving will enhance your future abilities. **(Use narrative with no more than 3 paragraphs)**

*PUBLIC RELEASE STATEMENT. Digital signature or signed.*

**PUBLIC RELEASE STATEMENT  
Logistics Officer Association's Award**

I do/do not agree to give permission to use my name, rank, and base of assignment in the announcement message or for any publicity regarding the scholarship award winner.

---

Date

---

Nominee's Signature

*ENDORSEMENT BY COMMANDER. Digital signature or signed.*

12 Jun 19

MEMORANDUM FOR LOA NATIONAL VICE PRESIDENT

FROM: 716 AMXS/CC

SUBJECT: 2019 LOA National Scholarship

1. I take great pride in nominating TSgt Francisco Smith from the Sonoran Chapter for the 2019 LOA National Scholarship. He has demonstrated outstanding professionalism and dedication to duty, and will serve well at the national level.

2. I have reviewed TSgt Smith's academic records to validate active involvement in a degree plan, and that the chosen degree would benefit the logistics, acquisitions or any STEM professions. A records check was also conducted on 2 June 2019 and revealed no information that would bring discredit to the award or the United States Air Force.

CHRISTOPHER A. PIPE, Lt Col, USAF  
Commander