



The Virginia Beach Police Foundation, Inc.

P.O. Box 56385 Virginia Beach, VA 23456

SCHOLARSHIP PLAN

1. **INTENT:** This plan is intended to encourage the educational advancement of members of the Virginia Beach Police Department in support of the long standing and continuing need for the development of future well educated, thoughtful & professional leaders within the Department.
2. **ELIGIBILITY:** Full-time sworn and civilian members of the Virginia Beach Police Department who have a minimum of two years employment at the time of application and who have applied for enrollment or who are enrolled at an accredited college or university are eligible to apply for these scholarships.
3. **ELIGIBLE INSTITUTIONS:** Eligible colleges or universities are those institutions of higher learning accredited by the Southern Association of Colleges and Schools (SACS) or other appropriate regionally accredited institutions.
4. **QUALIFICATIONS:** Applicants must have satisfactory or better performance evaluations and no disciplinary actions in the 24-month period preceding the date of application, as attested to by signature of the applicant's supervisor on the application. Applicants must be pursuing a degree in a discipline relevant to municipal law enforcement, including but not limited to criminal justice, public administration, criminology, psychology, leadership, etc. Scholarship funds may only be applied towards courses that result in credits towards the relevant degree.
5. **SELECTION PROCESS:** Applicants must submit to scholarships@vbpf.org an application on a form available on the Virginia Beach Police Foundation website (www.vbpf.org), accompanied by a written summary of the applicant's career goals and current contributions to law enforcement in Virginia Beach. This is a standing offer from the VBPF and no announcements will be issued. **Applications and supporting documentation MUST be received by the Foundation at least 4 weeks prior to the start of the relevant semester.** A panel appointed by the Foundation will review applications and make recommendations to the Board of Directors. The panel will base their recommendation on their evaluation of the application and any supporting material submitted. Applicants who have received a previous scholarship award under this program may apply for subsequent awards, and based on their previous academic performance may receive preferential consideration for additional scholarship awards.
6. **COORDINATION WITH CITY OF VIRGINIA BEACH TUITION REIMBURSEMENT POLICY:** **Applicants seeking a scholarship from the VBPF shall first apply for tuition reimbursement from the City of Virginia Beach and receive a "letter of determination" from Human Resources.** Payments under this scholarship plan are secondary to the City's Tuition Reimbursement Policy and will be made only after a final determination of tuition reimbursement has been made by the City. A copy of the "letter of determination letter must be provided to the VBPF with the scholarship application.

7. SCHOLARSHIPS: The amount of each scholarship shall be determined as follows: The total amount paid per applicant each semester is capped at \$1,500 for undergraduate students and \$2,000 for graduate students, After the amount of any tuition reimbursement awarded by the City is deducted from the total amount of tuition and fees billed by an educational institution, the Foundation will pay up to \$1,500 for undergraduate recipients and \$2,000 for graduate recipients, per semester, directly to the educational institution once a copy of the bill has been provided to the Foundation. If less than \$1,500/\$2,000 has been paid by the Foundation for tuition and fees, required textbooks purchased or rented will be reimbursed directly to the scholarship recipient, once a copy of that bill has been provided to the Foundation, within the limit of \$1,500/\$2,000 total, paid to or on behalf an applicant per semester.

8. NUMBER OF SCHOLARSHIPS: The number of scholarships to be awarded in each semester will be determined by the VBPF Board of Directors based on available funds.

9. RECIPIENT'S RESPONSIBILITY: The recipient's responsibility in accepting a scholarship award from the VBPF is to diligently pursue the course(s) for which the tuition and fees are being paid and to successfully complete such course(s). In the event the scholarship recipient drops out of the course, fails the course or receives a grade of Incomplete, he or she will be expected to return the funds paid by the Foundation for the course(s) unless the recipient has a reasonable explanation, as determined solely by the VBPF Board of Directors, for not successfully completing the course. By accepting a scholarship from the VBPF, recipients agree to send to scholarships@vbpf.org a copy of their grade report for the course(s) listed on the application submitted as soon as it is received.

Furthermore, since the intent of this program is to foster the education and development of future leaders for the VBPD, scholarship recipients agree to remain continuously employed by the VBPD for a period of not less than 24 months following completion of the course(s) for which the scholarship was awarded. **Recipients who terminate their employment from the VBPD within 24 months of completion of the course(s) will be required to repay the amount of the scholarship award to the VBPF unless the VBPF's Board of Directors determines, in its sole judgment, that just cause exists for such repayment to be waived.**

10. NON-DISCRIMINATION: This plan will be administered without regard to the age, sex or race of applicants or any other factors for which discrimination is prohibited by law.

"The function of education is to teach one to think intensively and to think critically. Intelligence plus character – that is the goal of true education."

Martin Luther King, Jr.

