



# **Texas Jail Association**

## SCHOLARSHIP POLICY AND PROCEDURE

### **I. Purpose**

The purpose of this procedure is to govern the management of the Scholarship programs of the Texas Jail Association and to encourage qualified applicants by awarding scholarships to further their education.

### **II. Effective Date:**

### **III. Eligible Studies**

Scholarships shall be available to undergraduate and graduate degree candidates who are accepted or enrolled in programs at accredited colleges or universities.

### **IV. Scholarship Committee**

The Scholarship Committee is an ad hoc committee. It shall consist of a minimum of three (3) and a maximum of five (5) members. The committee should include a participant that represents the interest of each of the scholarship programs. The Committee will be appointed annually by the TJA President and approved by the Board of Directors.

### **V. Nominations**

The Executive Director of the Texas Jail Association will solicit nominations for scholarships by continuously posting application information and forms on the Texas Jail Association website.

The Executive Director will advertise the availability of scholarships in “Key Issues” at least two times each calendar year.

All nominations, applications, and supporting documents will be submitted to the Executive Director to be recorded and distributed to the scholarship committee.

The Executive Director will coordinate the application process and establish applicable deadlines for each scholarship to be awarded.

### **VI. Scholarship Programs and Eligibility Requirements**

#### **Jerry Baggs Memorial Scholarship**

The Jerry Baggs Memorial Scholarship was established to sponsor attendance to the National Jail Leadership Command Academy (NJLCA) that is housed at the Correctional Management Institute of Texas (CMIT) on the campus of Sam Houston State University in Huntsville, Texas. The NJLCA is a collaborative effort between the American Jail Association (AJA), CMIT and the National Association of Counties (NACo).

To be considered for this scholarship, you must be an active member of the Association serving your county in a mid-management position up to Assistant Jail Administrator. The course is designed to address the professional development and succession planning needs that now exist in the field of jail operations.

## **Past President's Scholarship**

The Texas Jail Association offers scholarships to eligible students pursuing an academic degree at a college or university. These scholarships are provided in honor of all Past Presidents of the Texas Jail Association. The scholarships are awarded in the Spring and Fall of each year.

- Must be enrolled in a College or University in an academic course of study.
- Must be less than 25 years of age at time of application.
- Must have a cumulative grade point average of at least 2.5.
- Must have completed at least one semester of college.
- Must be enrolled as a full time student during semester the application is submitted. The general rule will be for 12 semester hours undergraduate, 9 semester hours for graduate students.
- Must not have been convicted of a crime, which would make an individual ineligible for employment in his/her field study.
- Must submit with application a brief biographical sketch and narrative, written in the applicant's own words, stating why the applicant believes he/she is deserving of a scholarship award. May include personal accomplishments, activities and experiences, and may not exceed two (2) typewritten, double-spaced pages in length.
- Must be a son, daughter, stepson, stepdaughter or grandchild of an Active Texas Jail Association member serving the State of Texas, pursuing a degree.

Active Texas Jail Association Member: Member in good standing for at least one full year and current on membership dues for year applying.

## **VII. Scholarship Funding**

The Texas Jail Association will host a golf tournament in conjunction with the Annual Training Conference. The proceeds from this event will be dedicated to fund scholarships. The proceeds will be sent to the Treasurer of the Texas Jail Association and deposited to a scholarship account as determined by the Executive Committee of the Texas Jail Association.

Fundraisers, raffles, other events may be initiated to encourage individuals to donate to Texas Jail Association Scholarships with proceeds being given to the Treasurer. The treasurer will deposit the funds in a scholarship account as directed by the event coordinator.

The Texas Jail Association may make a donation to any scholarship fund account with a majority approval of the Board of Directors.

## **VIII. Scholarship Amounts**

In general, scholarships of \$500.00 will be awarded. The number of scholarships and amount to be awarded shall be determined by the TJA Scholarship Committee based on funds available.

Jerry Baggs National Jail Leadership Command Academy Scholarships will be awarded in an amount equal to the tuition for the class to be attended. The number of scholarships and amount to be awarded shall be determined by the TJA Scholarship Committee based on funds available.

## **IX. Selection Process**

Upon receipt of nominations from the executive Director of TJA, the Chairperson of the TJA Scholarship Committee shall convene a meeting of the committee for the purpose of selecting recipient(s). Nominations should be forwarded to each committee member 3 (three) business days in advance of the meeting. The meeting can be held in person or by any other means that allows each member to participate.

The Scholarship Committee will evaluate each candidate's eligibility, need, character, and qualifications. A personal recommendation from a member of the Texas Jail Association may be submitted as part of the overall consideration of the candidate.

The recipient(s) shall be determined by a majority consensus of the Scholarship Committee.

## **X. Other Scholarships**

In addition, as made available from Corporate and other sponsors, the TJA Scholarship Committee shall designate and award special/named scholarships.