

MEMORIAL SCHOLARSHIP FUND PLAN

Pursuant to the provisions of ARTICLE 4, Section 4.1.(l) and ARTICLE 8, Section 8.5.(n) of the Bylaws, as amended, of the Third Marine Division Association, Incorporated, hereafter referred to as the "Association," there was established a scholarship fund known as the Association's MEMORIAL SCHOLARSHIP FUND. That scholarship fund will be administered under the terms and conditions and for the purpose stated below.

SECTION I - TITLE

The complete title of the above-stated scholarship fund shall be the THIRD MARINE DIVISION ASSOCIATION MEMORIAL SCHOLARSHIP FUND and will hereafter be referred to as the "Fund."

SECTION II- PURPOSE & HISTORY

The purpose of the MSF is to provide financial assistance to qualified applicants as defined below in section IV "Eligibility"

Established in 1969, to honor the loss in Vietnam of Division Commander General Bruno A. Hochmuth, the Memorial Scholarship Fund been providing need-based financial assistance to qualified applicants who have consistently demonstrated excellence in colleges and universities across the United States. The mission in 1969 was to provide assistance to dependents of Third Marine Division members who lost their lives in Vietnam or whose post service death had been certified by the Department of Veterans Affairs to be the result of hostile enemy action or other disabilities incurred. The mission has been since expanded to all subsequent Military Operations (as defined below in Section IV), living and deceased members (and their widows) of the Association and Association members who are Marines discharged within two years prior to the date of their first application.

SECTION III - BENEFITS

A monetary grant of not less than Five Hundred Dollars (\$500.00) or more than Fifteen Hundred Dollars (\$1,500.00) per Scholastic Year, per eligible applicant, may be awarded by a majority vote of the Trustees. At the sole discretion of the Trustees, the range of award amounts may be reduced or increased depending on unusual conditions of financial need and of Fund monies available. Unless a majority of the Trustees votes otherwise, total monetary grants shall not exceed 95% of monetary donations to the Fund plus the interest and dividends earned through the close of the previous fiscal year prior to the next school year. If fiscal year donations to the Fund are \$3,000.00 or less, the 95% restriction shall be waived.

SECTION IV – ELIGIBILITY & COMPLIANCE

To be considered eligible for Fund benefits, as stated in SECTIONS II and III above, an applicant must meet the following specific criteria of eligibility and compliance: These stated eligibility and compliance criteria may be modified by a vote of a majority of the Trustees only when they deem a

special circumstance warrants such action and with the concurrence of the Chairman of the Association's Board of Directors' Executive Committee.

1. A child, grandchild, great-grandchild or legal dependent of any personnel who lost their lives as a result of hostile enemy action while a member of or attached to a unit of the Third Marine Division (Reinf) in "Military Operations" as defined below OR
2. A child, grandchild, great-grandchild or legal dependent of any honorably discharged personnel deceased or retired having been a member of or attached to a unit of the Third Marine Division (Reinf) in Military Operations whose post service death has been certified by the Department of Veterans Affairs to have been the result of hostile enemy action or other disabilities incurred and were not the result of any misconduct by the veteran. OR
3. A child, grandchild, great-grandchild or legal dependent of a deceased member of the Association or the spouse of such member, provided the deceased member had held Association membership for a period of at least two (2) consecutive years immediately prior to his or her death OR
4. A child, grandchild, great-grandchild or legal dependent of a living member (sponsor) of the Association, provided the sponsoring member has held Association membership for a period of at least two (2) consecutive years immediately prior to the date of eligible applicant's first application for assistance OR
5. Any personnel who has been recently honorably discharged having been a member of or attached to a unit of the Third Marine Division (Reinf) provided the person has held Association membership for a period of at least two (2) consecutive years immediately prior to the date of the first application, be current on all annual dues payments and who continues his or her membership for the entire period of their financial assistance.
6. "Military Operations" is defined as the involvement of any unit of the Third Marine Division (Reinf) in Vietnam, or in military operations designated as Desert Storm, Desert Shield, Iraqi Freedom, Enduring Freedom and in the countries of Southwest Asia defined for this purpose as Lebanon, Oman, Qatar, Iran, United Arab Emirates, Yemen, Afghanistan, Bahrain, Israel, Iraq, Saudi Arabia, Turkey, Kuwait, Syria, Cyprus and Jordan. Also, military operations conducted by order of the President of the United States anywhere throughout the world.
7. Applicants shall be unmarried or married and between the ages of sixteen (16) and twenty-three (23), both ages inclusive, as of the date of the original application for assistance. NOTE: If an applicant is applying per section 5. above as recently discharged personnel the Fund President will determine the maximum age limit based on the applicant's circumstances.
8. Applicants shall complete annually in its entirety the application form with all required support documents to be received by the Secretary of the MSF Board of Trustees on or before the due date for each school year as declared. Each school year requires a new application to be submitted. Awards will only be given and/or continued provided the applicant maintains academic and conduct standards satisfactory to the educational institution attended and to the Fund's Trustees and demonstrates the need for financial assistance. No post-graduate financial assistance will be granted.
9. Applicants shall have a minimum cumulative Grade Point Average (GPA) of 2.50 or higher at the time of the initial application; and shall maintain a minimum cumulative Grade Point Average (GPA) of 2.50 or higher to demonstrate academic proficiency and continue in the program and will only be given and/or continued provided the applicant maintains academic and conduct standards satisfactory to the educational institution attended and to the Fund's Trustees.
10. Awards may be awarded for any approved course of study in an accredited college or university, or for any approved course of study in an accredited and approved post-high school trade school

institution. Awards will not be given in excess of four (4) years of undergraduate study except for those accredited degree programs where the undergraduate requirement is at least 150 credit hours or five (5) years of undergraduate study for graduation. No post-graduate assistance will be granted. Applicants must be enrolled in each semester for not less than twelve (12) credit hours.

11. The student is responsible to ensure grade reports are submitted to the MSF Secretary after the end of each semester on a timely basis by the student's educational institution (even if the student has graduated) and must be issued directly from the institution. Semester grade reports must be original official documents directly from the educational institution, which includes secure/encrypted emails from the school registrar sent to the MSF Secretary's email. Online printouts or copies are unacceptable. Grade reports from the educational institution must show the student's name and ID number, semester GPA and cumulative GPA.

SECTION V - ADMINISTRATION

The following Rules and Regulations shall govern the administration and operations of the Fund:

A. The Association, through the office of the Association Manager "Assn Mgr" shall be the custodian of any and all Fund assets, with supervisory oversight by the Association's elected President and Treasurer. The Assn Mgr, The Fund's Chairman, and Treasurer shall invest such monies in short term and long term financial accounts and instruments as they deem necessary. For every change in the investments, the Fund's Treasurer shall communicate these to the Association's Executive Committee, the Chairman of the Budget & Finance Committee and the Fund's Board of Trustees. The Assn Mgr, The Fund's Chairman, and Treasurer will use prudent ways to serve as fiduciaries of the Fund's assets to invest in investment vehicles, such as interest-yielding checking accounts, savings accounts, Certificates of Deposit, Money Market Accounts and other appropriate financial investments

B. The Fund shall be administered by the Trustees, consisting of eight (8) Association Members in good standing, each serving in a rotating four (4) year term of office. Two (2) Trustees shall be appointed and/or reappointed annually by the Association's Board of Directors, for those four (4) year terms. Those appointments will be presented by the newly elected Association President at the first scheduled organizational Board of Directors meeting after the annual elections. If a Trustee is unable to complete his or her four (4) year term of office for any reason, the Association President will, with the approval of the Board of Directors and the Fund's Chairman, appoint a qualified Association Member in good standing to complete the departed Trustee's term of office. The appointment of any Trustee may be revoked "For Cause" by majority vote to do so by the Association's Board of Directors consistent with the Bylaws of the Association upon recommendation for such action by a majority of the Fund Board of Trustees.

C. The Trustees shall elect, annually, as one of their first orders of business at the Annual Board of Trustees Meeting, one (1) Trustee as "Chairman" of the Board of Trustees, Also, as one of the first orders of business at that meeting they shall elect one (1) of the Trustees as "Secretary of the Board of Trustees." Other specific tasks and functions may be assigned by the Chairman to other members of the Board of Trustees, as desired and needed.

D. The Chairman shall be responsible for the overall function of the Board of Trustees and will chair all meetings of the Trustees. The Secretary shall be responsible for maintaining all working records of the

Fund, for taking and transcribing all trustee Meeting Minutes, for processing all Fund correspondence, including but not limited to the processing of all application for Fund financial assistance, and for the forwarding to the Assn./Mgr. Of all required information needed to ensure proper and timely payment of approved Fund awards. The Secretary shall also keep the Chairman, and any other involved Trustees, informed of pertinent Fund activities. He will also, in the absence of the Chairman from the scheduled Trustees' meetings, chair such meetings.

E. The Trustees are hereby granted and given plenary powers to promote, develop and administer the Fund in order to accomplish the purposes of the Fund as outlined in SECTION II. The Trustees are authorized and empowered to receive any source monies, securities and/or properties that may properly be transferred to the Fund's accounts, in trust for the purposes for which the Fund was established. They are further, with the approval of the Association Board of Directors' Executive Committee allowed to pursue special fundraising efforts specifically directed toward generating monies for use of awards approved by the Board of Trustees.

F. The Trustees may direct the Assn./Mgr. either to accumulate such monies, securities and other Fund properties owned and received by the Fund, in depositories, using the interest generated therefrom, as well as any other part of such depositories, for the earlier stated purposes Of the Fund. Gifts, donations or bequests shall not be accepted, without prior approval of the Association's Board of Directors, if there are any stipulations, conditions, reservations or other limitations placed upon or attached to any such gift, donation or bequest which might in any way be considered contrary to the purposes for which the Fund is established and operating or prevent the Fund from fully utilizing the monies involved.

G. The Trustees shall direct the Assn./Mgr. through the Board of Trustees' Secretary to pay the education institutions concerned, upon certification by the Bursar, Registrar, or other enrollment officers thereof, of the entry of or continuation of a Fund Award recipient in such institution, the amount of monies as pre-determined by the Trustees, in accordance with this Plan. Such financial payment(s) will be paid by Fund check equally divided into two (2) semester payments.

H. All directives, including specifically those for disbursements of any and all monies from the Fund, shall be issued only upon order of the Trustees, through the Board's Secretary, shall and only with the approval of the Trustees' Chairman. All such directives to the Assn./Mgr. shall be made in writing.

I. The Trustee shall serve without any salary or other payments or compensation, except that the Board of Trustees' Secretary, and/or Assistant Secretary, may be reimbursed for any proper expenses accrued in the administrative function of this operation. Reimbursement for such expenses must be approved by the Chairman prior to payment by the Assn./Mgr. The Trustees, through their Chairman, must obtain approval of the Association President before incurring any non-financial aid expenses in the operation of the Fund.

J. The Chairman shall prepare a report, orally and in writing, for presentation to the Association membership at the Annual Membership Meeting. An oral presentation, if one is requested by the Board of Directors, will be made at the Annual Board Business Meeting. The Board of Directors may require additional reports at designated times, such as at other Association Board of Directors' Meetings, if held, and if such reporting is deemed advisable. The Chairman's Annual Report shall

consist of a narrative summary of the activities of the Trustees, revenue received by the Fund during the immediate past year, and the Trustees' proposed activities for the ensuing scholastic year. Additional information may be included, at the Chairman's discretion. In addition to this oral report by the Chairman, a copy of his written Report will be prominently posted in the Reunion Registration area, or otherwise displayed and available to the Association membership. A copy will also be furnished by the Board of Trustees' Secretary, to the Commanding General, 3rd Marine Division (Reinf).

K. The Chairman shall call Board of Trustees' Meetings at such times and at such places as he deems necessary to carry on the proper operation of the Fund. He will call at least one (1) such meeting each scholastic year. The normal date and place will be at some time during the Annual Association Reunion. Four (4) Trustees will constitute a quorum for the purpose of transaction of official Fund business, unless a lesser number have been previously agreed to by mail ballot of all Trustees, If, for any proper reason, it is impractical to call a meeting of the Trustees at an Association Reunion, full details of any and all business requiring immediate action may be communicated by the Chairman, through the Secretary through the mails or by e-mail to each Trustee. Written responses by mail or e-mail to any such communications shall be considered as a legal and proper vote on the subject of such communications. Specifically, because of the time period involved and required, the voting on the annual scholarship award recommendations will be conducted in this manner. However, the obligation does not preclude, under special circumstance meetings, the consideration of additional awards or revision of already approved awards, by the Trustees, at their annual meeting held during the Association's Reunion.

L. Trustees, upon a seconded Motion and the majority vote of the Trustees, may, from time to time, establish, alter, revise, change, and/or promulgate such rules and regulations, as they deem necessary and desirable for the proper operation of the Fund consistent with the Bylaws of the Association. They will specifically continue to screen the general scholarship system and other Marine Corps or military-related organizations for determination of alternative awards and benefits that might be available to Fund applicants, in accordance with the purposes of the Plan. They will assist, whenever possible, in accruing such additional assistance for applicants. This information will be sent to prior year applicants, posted on the Association website and communicated in other ways as available.

M. The selection and approval of any and all applicants as recipients of Fund financial assistance shall be at the sole discretion of, and in the sole judgment of the Trustees, as a group. All official notifications of annual awards shall be made by the Secretary to the Trustees and the recipients. Such notification will be communicated as soon as possible to all award recipients to allow them to plan for any additional scholarship assistance search they require. Copies of the notification letters will be furnished to the Assn./Mgr. as will copies of the actual check transmittal letters prepared by the Secretary, if deemed needed.

N. The Fund Secretary will furnish the Assn./Mgr. as soon as it has been determined, the names, and Student ID numbers or last four digits of the student's Social Security number, the institutions to be attended (with addresses for both the award recipients and the institutions), and the amount of the award checks, for all award recipients. Upon receipt of that certified listing, the Assn./Mgr. will write the requested checks and forward the first group, for payment no later than August 1 of that scholastic year, to the Fund Secretary, for submission to the appropriate institutions.

This Plan shall be implemented upon the approval of the Fund's Board of Trustees.

SECTION VI – DISBANDMENT

If for any reason the Third Marine Division Association Incorporated should suffer disbandment, this program shall be discontinued and the Association's MEMORIAL SCHOLARSHIP FUND shall revert to the control and administration of the Commanding General 3rd Marine Division (Reinf). FMF or to another appropriate Marine Corps oriented scholarship organization, as recommended by the Board of Trustees.

Revised & Approved effective January 1, 2019

Signed by Chairman Steven A. Johnson on November 27, 2018

Steven A. Johnson, Chairman of the
MEMORIAL SCHOLARSHIP FUND Board of Trustees

Amended by majority vote of the MSF Board of Trustees pursuant to written directions of the Secretary dated XXX. Effective January 1, 2019.

C:\1 MSF 3rd MD\MSF Plan & personnel\MSF Plan Revised Nov 2018 - Effective Jan 2019.doc