



Mail Handlers Local Union No. 323

1602 Selby Ave., Suite 5 St. Paul, MN 55104
(651) 646-2827 Fax (651) 646-0991 LocalOffice@local323.org

Matt Lopez - Local 323 Scholarship Program Rules

The following are the rules and procedures for Administration of the Scholarship Fund of Local 323 of the National Postal Mail Handlers Union.

1. This Scholarship Fund was established with payments commencing in the fall of 1996.
2. This Fund is for graduating seniors who are the son, daughter, or legal ward of any regular member in good standing of Local 323 of the National Postal Mail Handlers Union. Good standing is defined in Article V, Section 1, of the Uniform Local Union Constitution of the National Postal Mail Handlers Union.
3. The Fund will disburse the sum of \$800.00 per year in two (2) payments of \$400.00 each, to each successful applicant each year up to a total of four (4) consecutive years for each successful applicant. The payments will be disbursed in the months of September and January of each school year.
4. Every year the Local Council may award a new applicant a scholarship for up to four (4) years to an accredited institution of higher learning.
5. There shall be no more than four (4) students receiving payments at any time.
6. Applicants must file an Official Application at the Local Office.
7. Official Applications must be hand delivered or sent by certified mail to the Local Office.
8. Official Applications can be obtained at the Local office at 1602 Selby Avenue, Saint Paul, Minnesota 55104.
9. An application will be logged into a permanent log book of entries by the Local Treasurer.

Jeff Larsen

Local President

Kathy Schultz

Vice President

Dean Abatte

Recording Secretary

John Frey

Treasurer

State Executive

Board Members

Shane Ryden

Minnesota

Brock Engstrom

North Dakota

Branch Presidents

Dean Abatte

Minneapolis

Gerald LaBarre

St. Paul

Mike Straiton

NDC

Gary Tollefsrud

Fargo



10. The Official Notice of the scholarship will be posted on the bulletin board(s) in each facility where Mail Handlers are employed.
11. The Official Notice will include at a minimum the following:
 - A. Announcement of the Scholarship
 - B. Opening date for accepting applications
 - C. Closing date for accepting applications
 - D. Who may apply
 - E. Where to apply
12. The Local Council shall determine the opening and closing dates for accepting applications at the first meeting of the Council each calendar year. In the event the Council does not meet during the first quarter of any calendar year the opening and closing dates shall be the same as the preceding year.
13. The Council shall determine to which candidate the scholarship is awarded at the meeting of the Council during the quarterly Council meeting of each year.
14. A majority vote of the Council shall determine which applicant receives the scholarship. The decision of the Council shall be final.
15. The successful applicant will be notified by certified mail.
16. In the event the applicant to whom the scholarship has been awarded should decline, the Council, at their option, may choose to award the scholarship to another applicant.
17. The Council may, at their option, choose to rescind the scholarship payment for the next payment and all subsequent payments, should the sponsoring member lose their status as a member in good standing.
18. Each student is responsible for keeping the Local informed of their school status by providing current copies of quarterly/semester school transcripts.
19. All applications will be retained by the Local for one (1) year. All applications become the property of Local 323.
20. A permanent record of each scholarship award will be kept at the Local Office. A permanent record of all funds disbursed will be kept at the Local Office.
21. The Local Union Council reserves the right to terminate the Scholarship Program at any time without prior notice.

22. A copy of the Rules and Procedures for Administration of the Scholarship Fund for Local 323 will be kept at the Local office and any regular member shall have access to them upon request.

The Local Scholarship Fund was established by action of the Local Union Council on September 22, 1995, and became active in 1996. The revisions contained herein are a result of Local Union Council actions taken on February 7, 1997, September 28, 2012, and on August 22, 2017.

Jeff Larsen
Local President

cc: Local Union Council
All Branches

**2019 Application
Matt Lopez - Local 323
Scholarship Program**

All information furnished in and with this application will be handled in strict confidence and becomes the property of Local 323, National Postal Mail Handlers Union.

This completed application must be received at the offices of Local 323 at 1602 Selby Avenue, Suite 5 St. Paul, MN, 55104, between June 3, 2019 and July 1, 2019.

COMPLETE THE FOLLOWING:

1. Name: _____

2. Address: _____

3. Name of Sponsor: _____ Facility: _____

4. Name of the accredited Business School, Technical/Vocational School, College or University you plan to attend: _____

5. Have you been accepted to this institution? Yes _____ No _____

6. Please list your interests and outside activities, (school clubs, sports, civic organizations, etc.) _____

SIGNATURES:

Sponsor: _____ Date: _____

Applicant: _____ Date: _____

This application must be submitted with an official high school transcript and a 150 word essay describing the applicant's career goals.