

# **BYLAWS**

## **ARTICLE 1: NAME**

The name of this corporation is United Postmasters and Managers of America (UPMA) Scholarship Foundation, Inc. The term "UPMA Scholarship" shall stand for the full name of the organization.

## **ARTICLE 2: PURPOSE**

UPMA Scholarship exists to award scholarships to children and grandchildren of members of United Postmasters and Managers of America to aid in educational advancement and to receive, hold and administer scholarship donations received from person, other organizations, corporations, foundations and philanthropies.

## **ARTICLE 3: STATUS**

- A. UPMA Scholarship shall be a Non-Profit Organization and operated exclusively for the purpose specified in Article 2.
- B. UPMA Scholarship shall use its funds to accomplish the purpose specified in Article 2. No part of such funds shall be beneficial or distributed to a Board Member.

## **ARTICLE 4: BOARD OF DIRECTORS**

The UPMA Scholarship Board of Directors shall consist of the elected UPMA Retired Officers.

## **ARTICLE 5: GOVERNANCE**

The Board shall direct and control the business management and affairs of UPMA Scholarship. They shall have the authority to approve or deny any requests for scholarships and to recommend dispensing of funds.

## **ARTICLE 6: SCHOLARSHIP FUNDS**

The funds of the UPMA Scholarship shall be obtained primarily from donations, contributions from family members, friends, corporations and the general public. All funds received must be unconditional.

## ARTICLE 7: MEETINGS

The Board of Directors shall meet at a date designated by the President to select recipients for Scholarships

## ARTICLE 8: SCHOLARSHIP COMMITTEE

Members of the Scholarship Committee shall be named in accordance with the provisions set forth in the UPMA Retired governing documents and shall:

1. advertise for scholarship candidates in the "UPMA Leader" magazine, on the UPMA Website, and in the "In The Mailbox" newsletter.
2. make updates and change to the application when needed, with the approval of the UPMA Retired Executive Board.
3. screen applications judging on test scores, secondary school records, personal qualifications, community involvement and such other criteria as approved by the Board of Directors. Decision of the committee will be final.
- 4.

## ARTICLE 9: AWARDS

- A. The Board of Directors will decide annually on the number and amount of scholarships.
- B. Amounts awarded shall take into consideration the amount of money available for the number of successful applicant(s).
- C. Checks for each scholarship awarded will be paid directly to individuals.

## ARTICLE 10: APPLICATIONS

### SECTION 1

- A. Completed application forms, together with all required enclosures, must reach the Scholarship Committee Chair no later than the advertised date each year.
- B. All applications received after the deadline will not be accepted.
- C. The application for scholarship must be completed in its entirety and shall include all required enclosures.

### SECTION 2

- A. The scholarships are awarded for one (1) year.
- B. Applicants must file a new application for each successive year.
- C. Scholarships are not available for graduate studies.

- D. The method and schedule for processing applications will be determined by the Board of Directors.
- E. Successful applications will be announced at the annual UPMA Convention.

#### ARTICLE 11: SUCCESSOR CORPORATION OR DISSOLUTION

Should the UPMA Scholarship Foundation for any reason whatsoever surrender its Charter, either voluntarily by action of the Board of Directors, or by action of State Officials or a Court. of Law, all of the property of UPMA Scholarship shall be turned over and delivered to the Successor Corporation, if a successor corporation has been duly formed. Otherwise, all property of the UPMA Scholarship Foundation shall be donated to a bona fide not-for-profit organization that is engaged in a similar work.

#### ARTICLE 12: AMENDMENT

The Bylaws of UPMA Scholarship may be amended by a two-thirds majority vote of the Board of Directors at any regularly called meeting provided that prior notice of at least one (1) month has been given to all Board of Directors in writing.

DATED: February 28, 2019