



September 26, 2023

WILLIAM “BILL” THORNTON SCHOLARSHIP OPPORTUNITY

Dear Student:

The National Contract Management Association (NCMA), founded in 1959, is the world’s leading professional resource for those in the field of contract management. The organization, which has over 22,000 members, is dedicated to the professional growth and educational advancement of procurement and acquisition personnel worldwide. NCMA strives to serve and inform the profession it represents and to offer opportunities for the open exchange of ideas in neutral forums. Visit the national website at www.ncmahq.org for more information about NCMA and the procurement profession.

The East Tennessee Chapter of NCMA advances educational goals by encouraging both students and institutions to promote interest and concentrations in business, procurement, and/or acquisition fields. This year the East Tennessee Chapter expects to award a \$2,000 scholarship, to a deserving undergraduate or graduate student, in memory of William “Bill” Thornton, for the Fall Semester of 2024.

The scholarship will be awarded to an individual who, in the view of the Scholarship Committee, best meets the scholarship criteria outlined in the attached information.

The scholarship application and guidelines are enclosed. This information can also be found on the Chapter website at www.ncmaet.com. The application form and supporting documentation must be returned by **March 31, 2024**.

The award recipient will be notified by email. The recipient will also be expected to attend the Member Appreciation and Scholarship luncheon where the award will be presented.

Your interest is greatly appreciated. Should you have any questions, please contact the Scholarship Committee by e-mail at Scholarship.NCMAET@gmail.com.

Sincerely,

Greta Ownby, Brian Givens
Scholarship Committee
NCMA - East Tennessee Chapter

Enclosures

APPLICATION AND GUIDELINES

Scholarship Criteria: The East Tennessee Chapter of the National Contract Management Association (NCMA) will award the William “Bill” Thornton Scholarship to assist an undergraduate or graduate student pursuing a degree in a business, and/or procurement and acquisitions related field. Applicants must meet the following criteria:

1. Applicant may be either a part-time or full-time undergraduate student or graduate student enrolled in an accredited undergraduate program.
2. Attend college in the state of Tennessee during the school year 2023 – 2024, majoring in procurement and acquisitions or any business-related field.
3. Have a cumulative Grade Point Average of 3.0 or higher on a 4.0 scale

Application Requirements: Students must submit the following via email to the contact below:

NCMA East Tennessee Chapter Scholarship Committee
Email: Scholarship.NCMAET@gmail.com

1. A Completed application form (attached), with additional pages if needed.
2. A copy of your college transcript.
3. Two letters of recommendation; one must be from a school official/professor.

The deadline for application packages is March 31, 2024.

Review & Notification: The following describes the timeline for receipt of applications, the selection process, and award of scholarships:

1. The Scholarship Committee will review applications and essays using a point scoring rating system and make recommendations to the Board of Directors.
2. The Board of Directors, which has the final authority, will select the scholarship recipient.
3. The Recipient will be notified following selection by the Board of Directors.
4. The award recipient will be announced to the Chapter followed by a public announcement at the Member Appreciation and Scholarship Luncheon.

NATIONAL CONTRACT MANAGEMENT ASSOCIATION
EAST TENNESSEE CHAPTER
WILLIAM "BILL" THORNTON SCHOLARSHIP FUND
APPLICATION

Full Name of Applicant: _____

Street Address: _____

City, State, Zip: _____

Main Phone: _____

Work Phone: _____

E-mail Address: _____

Occupation: _____

Employer: _____

School Attending in Fall 2022: _____

Current Grade Point Average: _____

1. **What area of major/field of study are you pursuing?**

2. **How many hours are you presently taking?**

3. **How many hours have you completed?**

4. **Are you presently working in the field of contract management? If so, how long have you worked in the field, and in what capacity?**

5. **To what organizations/professional societies do you belong?**

NATIONAL CONTRACT MANAGEMENT ASSOCIATION
EAST TENNESSEE CHAPTER
WILLIAM "BILL" THORNTON SCHOLARSHIP FUND
APPLICATION

6. **Prior to receipt of the scholarship application, were you aware of the National Contract Management Association (NCMA)? If yes, to what extent?**
7. **What is your ultimate career goal?**
8. **In what ways do you believe that an NCMA Scholarship will enhance your career objectives?**
9. **Discuss any other information that demonstrates your experience or interest (including volunteer work) in the field of: Business, Contract Management, or Procurement.**
10. **How did you learn about the scholarship?**

I hereby release the NCMA, its chapters and affiliates, and my school of any liability associated with the use of information obtained in connection with the application for this scholarship. Further, I expressly grant the East Tennessee NCMA Chapter authority to use general information for press release purposes in announcing the recipients of the scholarships.

Signature _____

Date: _____

Parent Signature _____

Date: _____

Parent Signature only required if student is under 18 years of age