



CHIEF PETTY OFFICER SCHOLARSHIP FUND



2017 ANNUAL REPORT TO THE PUBLIC (1/1/16 – 12/31/16)

THE CPOSF MISSION

In accordance with §501(a) of the tax code, the Chief Petty Officer Scholarship Fund (CPOSF) is recognized by the IRS as a §501(c)(3) tax-exempt public charity. Its exclusive purpose is to provide educational scholarships to qualified family members of Navy Chief Petty Officers to lessen or alleviate the burden occasioned by the use of loans and other non-gift funding used to finance higher education.

Our mission is to generate funding through both direct and indirect public support and distribute those funds in the form of educational scholarships. Ultimately, we desire to be the first option for members of the Navy Chief Petty Officer community seeking to fund higher education for their spouse and/or children. Based on continuing response we anticipate significant and continuous general public support from diverse sources of financial contributions such as individuals and organizations in the military community, individuals in the private sector, and the corporate sector. To date, we have distributed over nine hundred thousand dollars in scholarships.

By organizing and managing all aspects of the fund as a public charity with tax-exempt status, we enjoy greater ability to generate donations due to tax deductibility for the donor. We are also able to distribute more of the monies received in the form of educational scholarships. All Officers, Trustees, Committee Members, etc., currently involved with the CPOSF work on a volunteer basis without compensation.

OUR PROGRAM SERVICES

Each year, the Chief Petty Officer Scholarship Fund provides scholarships to qualified family members of active duty, retired, and reserve Navy Chief Petty Officers. Scholarships are awarded by check directly to the appropriate bursar or student aid office of the institution to which the student has been accepted for attendance. Awards take place prior to the commencement of each academic year. Awards are based on a formal selection board review of academic achievement, recommendation letters from school officials, and a personal essay submitted by and for each applicant. The Senior Enlisted Academy Alumni Association performs the functional role of the CPOSF Scholarship Selection Committee. Their purpose is to accomplish an in-depth review of annual student applications and, upon completion, present to the CPOSF Board of Directors their recommended slate of scholarship awardees for the academic year. Normally, the slate of selected recipients is completed and approved by June. Once notified that they have been selected, students complete and forward to the CPOSF Treasurer the student information form provided on our website at www.cposf.org, which includes the name and address of the institution they will attend as well as sponsor (parent) information. Checks are then disbursed to the appropriate schools in the name of the student. All scholarship monies are disbursed by September of each year.



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THE YEAR IN REVIEW

In 2016, we participated in the National Combined Federal Campaign as a member charity of Military Family and Veterans Service Organizations of America Federation under the banner of Independent Charities of America. A very successful fundraising year allowed us to award \$106,000.00 in scholarship money to fifty children and spouses of Chief Petty Officers all across the country and in every fleet concentration area around the globe.

In 2016, we awarded the seventh annual MCPON Thomas Crow Memorial Scholarship of \$5,000.00 to the top seeded applicant chosen by the Senior Enlisted Academy Alumni Association Selection Committee. In 2012, we established the MCPON Walker Honorary Scholarship, also for \$5,000. The fifth MCPON Walker scholarship was awarded during the 2016/2017 academic year.

As a member of the Military Family and Veterans Service Organizations of America Federation under Independent Charities of America, not only were we a part of the National CFC Campaign but we participated as an affiliated member in good standing in state, local, and United Way campaigns throughout the 2016 fundraising year as well.

Our Articles of Incorporation were renewed and recorded by the Virginia State Corporation Commission, as well as our registration with the Offices of Consumer Affairs in Florida, California, Illinois, Wisconsin, Washington, and Virginia, in compliance with state statutes regarding solicitation of charitable contributions for state employee fundraising campaigns. We continue to develop efficiencies in our record keeping processes to ensure compliance with all laws, regulations, and reporting requirements to which our organization might be subject.

In 2016, we reviewed and re-affirmed our organization Bylaws. A copy of our Bylaws is available on request.

In 2016, we held our sixth annual fund raising event called "The Best of the Mess," a top chef style cook-off featuring Navy Culinary Specialists. The 2016 Best of the Mess title went to the team from USS THEODORE ROOSEVELT, CVN 72. Due to its great success, The Best of the Mess remains our signature annual fundraising event. Also in 2016, we hosted our eighth annual CPOSF Day at Harbor Park.

In 2016, we received donations from many separate Chief Petty Officer organizations. These funds were raised through events such as golf tournaments, 5K runs, CPO 365 functions, and donations "in honor of." We continue to receive donations from active duty military organizations/personnel via direct donation and payroll deduction and through check disbursements from military retirees through the Defense Finance and Accounting Services.



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AUDITED FINANCIAL STATEMENTS SUMMARY

For the year ended December 31, 2016

Public Support:

Contributions	\$ 53,486.00
Fundraising Income	\$ 66,281.00
Investment Income	\$ 9,666.00
Interest on Accounts	\$ 29.00
Total Revenue	\$ 129,462.00

Expenses:

<u>Program Services</u>	
Scholarships	\$ 118,000.00
Total Program Services	\$ 118,000.00

<u>Supporting Services</u>	
Fundraising	\$ 21,964.00
Advertising & Marketing	\$ 3,900.00
Postage & Supplies	\$ 143.00
Professional Fees	\$ 4,900.00
Telephone	\$ 1,686.00
Travel	\$ 0.00
General & Administrative	\$ 1,554.00
Rent	\$ 5,654.00
Total Supporting Services	\$ 39,801.00

Total Expenses	\$ 157,801.00
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Annual Expense to Income Ratio: **30.74%**

Change in Unrestricted Net Assets \$ (28,339.00)

Unrestricted Net Assets

Beginning of Year	\$432,964.00
End of Year	\$404,625.00

The CPOSF is audited by the firm of Kenneth L. Jarrett, P.C., and Certified Public Accountant of Hampton, Virginia. A complete copy of his report for the fiscal year ended 12/31/2016, as well as a copy of the current CPOSF Form 990 IRS tax return is available via written request.

GOVERNANCE

The Chief Petty Officer Scholarship Fund is governed by an all-volunteer board of directors who receive no compensation for their services.

MCPON Duane R. Bushey, USN (ret), Chairman
FORCM Jesse J. Elliott, USN (ret), Vice Chairman
Joe Schnurbusch, President
Victoria Aldridge, Treasurer