

MANIILAQ ASSOCIATION WORKFORCE DEVELOPMENT JAMES QIGÑAK WELLS ENDOWMENT POLICY

A Legacy of Leadership – James Qigñak Wells

James Qigñak Wells was a strong Inupiaq leader from Noorvik, Alaska. Qigñak tirelessly served his community in many capacities, including as a father and husband, hunter and provider, and tribal council member of the Native Village of Noorvik. He was a powerful voice for the Inupiat people, and served in the 20th Alaska Territorial Legislature in 1951. By naming the endowment in honor of James Qigñak Wells, Maniilaq Association celebrates Qigñak for his commitment and dedication to the Inupiat people and communities and seeks to build upon his legacy of leadership and service.

Overview and Description of the Endowment

The Maniilaq Association James Qigñak Wells Endowment is a competitive scholarship awarded to selected professional, graduate and undergraduate students of junior and senior standing who are pursuing degrees at accredited universities and who are enrolled in a Tribe in the Maniilaq Service Area. The endowment provides recipients up to \$5,000 per session (\$2500 for summer school) for tuition and other educational expenses considered non-taxable by the Internal Revenue Service (IRS). The endowment is administered by WFD staff and is overseen by the James Qigñak Wells Endowment Committee which is comprised of up to five (5) Maniilaq employees appointed by the President/CEO. The endowment shall in all cases be administered consistent with the requirements of applicable IRS laws and regulation.

Eligibility Criteria

To be eligible to apply for the Scholarship, the applicant must meet the below criteria:

- 1) Be an enrolled member of a Federally Recognized Tribe in the Maniilaq Service Area (Ambler, Buckland, Deering, Kiana, Kivalina, Kobuk, Kotzebue, Noatak, Noorvik, Point Hope, Selawik, or Shungnak);
- 2) Be enrolled as a professional, graduate or undergraduate student (junior or senior) at an accredited university;
- 3) Be enrolled as full-time status in accordance with the university's regulations and rules;
- 4) Previous semester must have a 2.5 or greater GPA.

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Annual Funding Availability

The Maniilaq Board of Directors appropriates an annual funding amount for this program during its approval of the organizations Fiscal Year Operating budget. Based upon this appropriation, Workforce Development administers this program in accordance with this policy, and the administrative procedures developed by WFD staff.

Any unused funds from the annual approved appropriation may be transferred to the Paaraq Scholarship to maximize awards.

Award Amounts

Depending on funding availability, the endowment will award recipients as follows:

Semester Schedule Awards: \$5,000 per semester for fall and spring, and \$2,500 for summer.

Quarter/Trimester Schedule Awards: \$3,333 per quarter for fall, winter, and spring, and \$2,500 for summer.

Application Process: Each applicant is scored using an evaluation tool and specific documents.

New Applicants must fully complete and submit the following:

- 1) Complete Application;
- 2) **Official transcripts** from each school previously attended; your official Transcripts **MUST** be received on or before the deadline. Please note that if you request them to be mailed to us, we may not receive them before the deadline;
- 3) **Proof of Acceptance** into and accredited University with the specific educational program for which you are requesting scholarship support;
- 4) **Proof of full-time registration** from the university or college;
- 5) **Tribal membership** card or certificate from your Tribal IRA;
- 6) A **Letter of Intent** (minimum 500 words) explaining your progress, new insight into your career goals and their applicability to help to meet the needs of the Inupiat people.

The Endowment rating tool will provide points based on:

- a) Spelling and grammar;
 - b) Academic History, major events, did you complete all your classes, challenges you faced during the previous semester;
 - c) Clear statement of career goals and how they help to meet the needs of the Inupiat people;
 - d) Life experience overcoming challenges/obstacles and why you should be chosen to receive this award.
- 7) **Updated and Current Resume;**
 - 8) **Two Letters of Recommendation** from academic professors, employers and/or tribal officials. The rating tool will allot points based on the following content:
 - a) Written during the last school term or within the last 6 months;
 - b) Good attendance/meet deadlines/reliable;
 - c) Strong determination/commitment and work ethic.

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Returning Applicants

Returning applicants must maintain a 2.5 or greater grade point average (GPA) each session and must be a full-time student based on the number of credit hours considered by the student's school as full-time. A student whose GPA is below 2.5 or student has not passed the previous semester as full time, will no longer be eligible to receive this scholarship for that academic year; they may re-apply in following academic years and show proof of progress.

A student who received a scholarship in the previous session who wishes to apply for the scholarship for the next session must complete and submit the following on or before the application deadline:

- 1) The Maniilaq Association James Qignak Wells Endowment Application;
- 2) **Unofficial Transcript** for the spring term, and **Official Transcripts** for the fall term;
- 3) Proof of **full-time registration** from the school, including all classes and hours;
- 4) **A Letter of Intent** explaining your progress over the past session, new insight into your career goals and their applicability to help to meet the needs of the Inupiat people. The Endowment evaluation tool will provide points based on:
 - a) Spelling and grammar, punctuation;
 - b) Clear statement of career goals and how they help to meet the needs of the Inupiaq people
 - c) Academic History, major events, did you complete all your classes, challenges you faced during the previous semester.
 - d) Life experience overcoming challenges/obstacles and why you should be chosen to receive this award
- 5) **An Updated Resume** should include:
 - a) Created or revision date
 - b) Work History
 - c) Education and Experience
 - d) Past and Present volunteering information
 - e) Leadership Awards
- 6) **One Letter of Recommendation** from university instructors or staff written for the pervious semester:
 - a) Good attendance/meet deadlines/reliable
 - b) Strong determination/commitment and work ethic

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