



2020 CMiC – Allen Berg Memorial Scholarships

Overview, Schedule, Procedures, and Approved Scholarship Fields

CMiC, a long-time national ACE sponsor, and the family of the company's late founder Allen Berg, will continue in 2020 to underwrite the scholarship program honoring Mr. Berg's legacy of support for education, mentoring, career counselling, and the design and construction industry. The CMiC – Allen Berg Memorial Scholarships are multi-year awards aimed at talented, deserving ACE high school seniors intending to pursue post-secondary education and training leading to careers in architecture, engineering, construction or the skilled crafts.

In 2019, the first year of the scholarship program, 25 students from 19 states received a total of \$400K in scholarships, varying in amounts between \$10K and \$40K, depending upon need. The 2020 scholarship program incorporates major and minor modifications based on feedback from affiliates after the program's first year of operation.

Overview

1. The Executive Committee of the ACE National Board oversees the scholarship program, setting policy and selecting recipients. ACE affiliates nominate students for the scholarship and submit brief annual reports to ACE National about scholarship recipients' progress. ACE National manages distribution of scholarship funds.
2. Scholarships are intended to support students who are committed to a career in the design and construction industry and demonstrate financial need. Students should have strong academic records relevant to their intended career path and be active participants in ACE.
3. The 2020 scholarship program has two separate tracks: one for students going into the skilled crafts and the other for students intending to earn an undergraduate degree. Affiliates have the option of nominating a student for either or both tracks, but they may nominate only one student per track.
4. Each track has its own application form and separate initial review committees which will rank applications based on separate scoring rubrics. Each review committee (composed of ACE National Board members) will recommend its top candidates to ACE's Executive

Committee which will select the scholarship recipients and determine the amounts of scholarships awarded.

5. The initial round of application reviews focuses primarily on applicants' merit, and less on financial need. The final round, conducted by the ACE Executive Committee, considers both merit and financial need. Depending on the quality of nominations, the Executive Committee has sole discretion to award all or none of the scholarships available in a given year.
6. Applicants must have participated in ACE for one full year by the time of applying and must be high school seniors planning to enter either a skilled trades training program or a two- or four-year college or university in the fall following graduation. Applicants should intend to major in one of the approved fields, described in the list found at the end of this document.
7. For students on the college track, preference will be given to those who have applied to or been admitted to NAAB-accredited architecture programs, ABET-accredited engineering schools, and construction management programs accredited by either the American Council on Construction Education or the Construction Management Association of America.

For students interested in a skilled crafts program, preference will be given to those who have applied to or been admitted to a Registered Apprenticeship program or a training program approved by National Center for Construction Education & Research (NCCER).

8. Each year a scholarship recipient attends college in an approved major, he or she will receive one-quarter of the total scholarship amount.

Each year a scholarship recipient participates in a skilled crafts training program, he or she will receive a share of the total scholarship amount inversely proportional to his/her progressive wage scale. Such amount will be determined in the final evaluation of financial need and will be consistent with an objective comparative scale, such as the GI Bill payment rates.

If a scholarship recipient drops out of college or skilled crafts program, switches to a major not approved, or fails to reapply for a continuation of the scholarship, the balance of that student's scholarship will revert to the general pool of scholarship funds.

9. Unlike the scholarship's inaugural year when recipients were invited to a ceremony in Washington, DC, there will be no similar event in 2020.

Schedule

November 6, 2019 – Webinar for affiliate leaders about the 2020 scholarship program

December 9 – Nominations open. Affiliates may start submitting name(s) of nominee(s).

February 5, 2020 – Deadline for students to submit applications

Week of April 6 – Results announced

Nomination and Application Procedures

1. **Affiliate Eligibility** Only affiliates deemed in compliance by October 15, 2019 are eligible to nominate a student for the skilled trades and college-bound tracks. To be in compliance, an affiliate must have: i) completed the 2019 program report; ii) filed a current list of its board members ; iii) submitted current year-end financial statements, including a balance sheet and profit and loss statement; and iv) and submit documentation proving that the affiliate has filed a current Form 990 or 990-N tax report with the IRS. Questions about eligibility should be directed to an affiliate's ACE Regional Director
2. After the affiliate has identified the student eligible to apply for which scholarship track (skilled crafts or college), send student name(s) to Ed Worthy, ACE Director of Education (edworthy@verizon.net). Be certain to indicate which track the nomination is for. Within 24 hours, the nominee(s) will be listed in the ACE database as eligible to start the application. Only students marked “active” and with a signed parent consent form in the database can be listed as an applicant. Applicants must also have a permanent email address in their student profile (e.g., Gmail, yahoo, etc.), not a high school address.

Affiliates are advised to submit the name(s) of their scholarship nominee(s) as soon as possible after December 9. The student needs adequate time to complete the application, as does the author of the affiliate letter of recommendation.

Affiliates are further advised to periodically check the status of their nominee(s) application and to make certain that the nominee submits the application in a timely fashion. Similarly, affiliates should also follow the progress of whoever in the affiliate is writing a letter of recommendation on behalf of the nominee.

3. After the student has been entered into the list of scholarship applications, he/she will receive an email with instructions to check his/her profile in the database and look under the scholarship tab to find the CMiC—Berg scholarship application. [At this point, the affiliate database administrator will also be able to examine the application form.]
4. The application asks students to provide information somewhat similar to what might be found on a college application: 1) basic personal information; 2) educational background, including SAT/ACT scores, if known, and a list of colleges or skilled crafts training programs to which they have applied or been admitted; 3) a short description of future plans; and 4) some financial information.
5. Applicants will also be asked to write an essay (minimum 400, maximum 800 words) about ACE's impact on them and their short- and long-term career plans. Essays should not include information provided elsewhere in the application.

In addition, students must upload two documents: 1) an official high school transcript; and 2) a letter of recommendation from their mentor, team leader, or affiliate leader. (A letter from a school teacher who has not mentored in the student in ACE is not acceptable.) Applicants are instructed that their affiliate will send them the recommendation letter for uploading into the application.

6. **Affiliate Letter of Recommendation** A mentor, team leader, or affiliate leader with direct knowledge of the applicant must write a recommendation (maximum 1,000 words). NO other documents such as examples of an applicant's work or photographs are allowed. Reviewers pay close attention to recommendations.

This recommendation should be signed and on company or affiliate letterhead. Among other points, the recommendation should cover the following:

- a. An explanation of the writer's relationship with the applicant (e.g., how long known; how well known).
- b. A description and assessment of the applicant's involvement in ACE, indicating where possible: 1) how the applicant has grown and/or changed as a result of ACE; 2) how the applicant stands out from his/her peers; 3) why he/she was selected as a scholarship nominee, as opposed to other potential nominees.
- c. A description of the applicant's activities, if any, outside ACE or in school, particularly those pertinent to a career in the design and construction industry (e.g., internships, summer camps, high school course work).
- d. An evaluation of the applicant's commitment to pursue an industry-related career and an overview of his/her post-secondary plans. Is the applicant well prepared to succeed in his/her post-secondary training?

To be compelling, a letter of recommendation should reference examples substantiating general points made about an applicant. Because the scholarship review committee will pay close attention to the recommendation, the author should take time and care to write an effective letter.

Once the letter is complete, send the applicant a PDF copy to be loaded into the application form found in the database.

7. **Wednesday, February 5, 2020 is the application deadline.** Applicants and recommendation authors are strongly advised not to wait until the last 2-3 days to begin the process.
8. Affiliates should contact their Regional Director if they or the student applicant(s) encounter any problems or have questions.

CMiC-Allen Berg Memorial Scholarships

Acceptable Majors for Awards

This scholarship program provides financial assistance to students who intend to pursue a career in the design and construction industry and who enter college or a skilled trades training program. For students enrolling in post-secondary institutions, the following majors are acceptable for purposes of being awarded a scholarship and for receiving an annual scholarship renewal.

**Architecture
Interior Design
Landscape Architecture
Urban Design/Regional Planning**

**Civil Engineering
Electrical Engineering
Mechanical Engineering
Architectural Engineering
Environmental Engineering**

Construction Management

Skilled Crafts Training
(NCCER-approved program or registered apprenticeship program)

Note: Electrical and mechanical engineering majors are acceptable only as they specifically relate to a career in the design and building industry. Thus, for example, a student studying mechanical engineering with the intent of going into aerospace would not be eligible.

If a student is considering a major not listed above and would still like to be considered for a scholarship, the student must include a persuasive explanation of how the major will lead to a career in the design and construction industry. Likewise, students who are applying for an annual renewal of the scholarship and who are not enrolled in a major listed above must submit a similar explanation with their disbursement form. Acceptance of majors not listed above is at the discretion of the ACE Executive Committee.

