

Department Code**Past Presidents Parley**

1. The allowance for the Department Chairman shall be as adopted in the annual budget. The Chairman shall submit an end-of-year statement of the expenses incurred and proposed recommendations affecting the program budget for the next year to the Finance Committee by May 1.
2. The Past Presidents Scholarship has been designated as a Nursing Scholarship by the Past Department Presidents Parley and shall be awarded annually in the amount of \$2,000 to a veteran or a veteran's wife or husband, widow or widower, or child of a veteran of the World Wars, Korean, Vietnam Conflict, Grenada/Lebanon, Panama, or Persian Gulf. (2003)
3. Applications may be submitted by students planning to enter or currently enrolled in an accredited nursing school for the purpose of earning a Licensed Vocational Nurse, Registered Nurse or other recognized nursing degree. Applicants must follow the Rules established for eligibility and provide all pertinent information as set forth in the Rules. Applications can be printed from the Department Web Site. All applications must be submitted by the student to a Unit for sponsorship no later than the 1st Friday in April. Units shall forward completed and signed applications to the Department Chairman no later than the 3rd Friday in April. (2001)
4. The winner of the \$2,000 scholarship is disqualified from future \$2,000 awards, but may be encouraged to apply for a lesser amount. A scholarship winner shall be given priority each year until graduation, provided the grades and need meets the requirements and a new application is submitted each year. (2002)
5. The scholarship applicant has only two (2) years to initiate use of the funds awarded. If the scholarship is not claimed by the University/College on behalf of the applicant within the two (2) year period, the Department Office will require in writing as to why these funds have not been used. If the use of the funds are not initiated in that time frame, they are to be reverted back to the funds from which they were originated. If circumstances of non-use are of a medical nature, it is by discretion of the Department President, Secretary/Treasurer, and the Chairman to extend the claim for a period not to exceed eighteen (18) months before funds are reverted back to where they were originated. (1994)
6. Eligible applications shall remain on file for five (5) years before being discarded. Information to be retained on an index card/file; name of the applicant, sponsoring Unit and District, and name of the nursing school or hospital. Unit and District Parley Chairmen shall be notified when an application has been accepted.
7. The Department Chairman shall select three (3) judges of which one (1) shall be a nursing counselor.
8. The Department Chairman shall make financial arrangements with the nursing school according to their policies. The Secretary/Treasurer shall forward payments to the school as soon as confirmation has been received by the Department Office that the student has been accepted. (1998)
9. Rules, procedures, eligibility requirements, and one copy of the application forms shall be sent to each Unit, District President, and District Past Presidents' Parley Chairman, who may provide additional copies when needed. Additional copies may be requested from the Department Chairman. (1998)
10. The Scholarship Fund shall be supported by voluntary donations and shall be maintained in the Department Welfare Fund. The first \$2,000 each year shall be used for the \$2,000 scholarship. Donations received over \$1,500.00 may be disbursed under the direction of the Department President and Department Chairman to other applicants, as partial assistance and in amounts to meet the basic

needs. The number of scholarships awarded shall be determined by the amount available. (2002)

11. A member who has served as a Unit President is eligible for appointment as the Unit or District Past Presidents Parley Chairman. Each may sponsor special projects for their Parley.
12. The Department Chairman shall be a Past Department President and serve in succession if feasible.
13. The Department Chairman will send out rules for the Auxiliary Member of the Year competition. Entries will be submitted to the Department President for judging. The Department President shall notify the recipient by letter and send a copy of the letter and nomination to the Department Chairman, who will notify the recipient's Unit and District Presidents as soon as possible. The Department Chairman shall notify the National Chairman, National Secretary and Department Office prior to June 1. The recipient will be honored at an appropriate function during the Department Convention. The Department Chairman will send an invitation to the recipient for the event where she will be honored and will notify her Unit and District President of the honor extended their member, as soon as possible. The Department Office will supply the recipient with housing forms and agenda for the National Convention where she will be honored. The recipient will be given mileage for her attendance at the Department function where she will be honored. She shall be given a ribbon similar to Page's ribbon inscribed "California," and the year she is so honored. This ribbon shall be given to her whether or not she is able to attend the Department function. (2003)
14. **The corsages and Past Presidents Parley Luncheon tickets for the \$2,000 scholarship winner and/or the Auxiliary Member of the Year and the Women Veteran Honorees who attend the luncheon, will be paid out of the Miscellaneous Expense line in the Past Presidents Parley Fund. As a courtesy for the recognition a Past National President brings to California her Past Presidents Parley Luncheon ticket will be paid out of the Miscellaneous Expense line in the Past Presidents Parley fund. (2005)**
15. Units and Districts may award book grants to scholarship recipients. The Department may award book grants if there are unused funds after all scholarships have been awarded. (1998)
16. The Education, Junior Activities, and Past Presidents' Parley Chairmen will coordinate with each other to assure no duplication of scholarship recipients. (2001)