

CFFU ACTION PLAN WORKSHEET 2009

Position/Activity/Chair/Committee: Bittner Scholarship

Name: Bob Larne

Description/Purpose:

Organize the Bittner Scholarship application process including promoting the availability of the scholarship, review of the applications, and announcement of the award winner.

Tasks and Activities:

1. Promote the availability of the Bittner Scholarship at the U.C. Davis campus.
2. Select an appropriate number of proposal reviewers and provide them with the criteria by which they should judge the most worthy applicant.
3. Announce the winner to the CFFU Board and prepare correspondence to the winning applicant and the sponsoring professor for joint signature of the President and the Bittner Scholarship chair.
4. Write an article for On The Fly regarding the winner and explanation of the winner's work.
5. Bring any issues of concern to the CFFU Board with the cooperation of the 1st Vice-President.
6. Prepare a letter of appreciation that includes information on the winner to the person who endowed the Bittner Scholarship to be jointly signed by the President and the Bittner Scholarship Chair.

Resource Requirements		Cost
1.	Certificate & frame for scholarship recipient	20.00
2.	Money from club for scholarship (Total may include \$500 Ms. Bittner contribution)	2,000.00
3.		
4.		
5.		

Income from Bittner CD interest: \$850