

**American Water Resource Association Florida Section
Policy 09-03
Adopted 11-19-09**

Florida Student Chapter Support, Scholarship Funding and Student Travel Funding

The AWRA Florida Section is a non-profit organization with the primary goal of promoting environmental education. This policy addresses three components of financial support available to students, recognized student groups, and/or educational institutions. Each component has an associated budget, however, the Florida Section can distribute only those funds that have been both budgeted and approved by the Board of Directors as stated in the by-laws. These items will be noted on the financial reports as money committed to the Florida Student Chapters and scholarships and deducted from the cash balance.

POLICY COMPONENT 1: Florida Student Chapter Support

The intent of this policy component is to support AWRA Florida Student Chapters organized and officially recognized at colleges and universities in Florida.

The Florida Section AWRA will donate \$500 as “seed money” to newly formed Florida Student Chapters upon official chartering from their University.

To help sustain official Florida Student Chapters, the Florida Section offers an additional \$300 per Student Chapter annually, upon written request by the Student Chapter representative. Written requests should be directed to the attention of the Education Committee and must include a detailed explanation of how the funds are to be utilized. The Education Committee, in consultation with the Florida Student Chapter Chairperson and the Florida Section Treasurer, will evaluate the request and make a recommendation to the Board which shall have the final vote on the request. Neither the Education Committee nor the Board are under any obligation to award this support money. Any monies not awarded on an annual basis may be applied to the Student Travel Stipend (Policy 09-03).

The Florida Section will include as a line item in its annual budget a minimum of \$300 per active Florida Student Chapter to cover Florida Student Chapter Support.

POLICY COMPONENT 2: The Rosanne Clementi Education Program

The Florida Section is committed to funding three student support programs:

1. The **J. B. Butler Science Grant** is awarded annually to teachers of grades Pre-K through 12. The intent of the grant is to promote education about water resources by funding projects focused on the science of water resources. JB Butler grant(s) are funded partially through general revenue and partially through proceeds from certain fund-raising activities held annually at the July meeting.

2. The **William V. Storch Award** is awarded annually to an undergraduate and a graduate student based in part on relevance of the student's curriculum to water resources and leadership in extracurricular activities related to water resources. The William V. Storch Award is funded partially through general revenue and partially through proceeds from certain fund-raising activities held at the July meeting.

3. The **Sanford N. Young Scholarship** is awarded annually to an undergraduate or graduate student to assist the scholarship recipient with tuition, educational fees and/or research expenses in any area of water resource science, technology or management. The Sanford N. Young Scholarship is an endowed fund and receives funding through donations and through proceeds from certain fund-raising activities held at the July meeting.

The recipient of the Sanford N. Young Scholarship will be provided a travel stipend to attend the July meeting. The stipend will include the cost of one hotel room for two nights and travel expenses up to \$500.

Florida Student Chapter Support

Purpose	Amount	Chapters	Total
New Chapter Seed Money	\$500/chapter		\$500/chapter
Active Student Chapter Support	\$300/chapter	3	\$900
Minimum Annual Total*			\$1,400

*The figures included on this table are subject to change as the number of Student Chapters change. The amounts presented are reflective of the situation November 2009 at which time there are three active Student Chapters.

Rosanne Clementi Education Program

Program	Amount	Number awarded	Total
Storch	\$1,000	2	\$2,000
JB Butler	\$ 500	5	\$2,500
Young (scholarship)	\$2,000	1	\$2,000
Young (travel)	\$ 500		\$ 500
Minimum Annual Total			\$7,000

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POLICY COMPONENT 3: Student Travel Stipends

The intent of this policy component is to provide funds to assist student members of the Florida Student Chapters to attend the Florida Section meetings and to provide funds to student members of the Florida Student Chapters who are presenting at the Annual National Meeting. The funds to support the Student Travel Stipend will come from donations to the Student Travel Stipend and from the Florida Section general funds for which there will be a line item in the Annual Budget. The Student Travel Stipend will be administered by the Education Committee in consultation with the Florida Student Chapter Committee Chairperson and the Florida Section Treasurer.

For the safety and convenience of our student members, funds may be allocated if the travel distance is a minimum of 90 miles or if there is a State Section event the next morning in which the students are participating. Travel must be coordinated by the students and must be planned in advance of the meeting. Students should consult with the Education Committee and the Florida Student Chapter Committee Chairperson prior to making such arrangements to confirm if travel expenses may be reimbursed.

The Education Committee can distribute only those funds that have been budgeted and approved by the Board of Directors as stated in the by-laws. The Education Committee can distribute less money than provided for in this policy in any year but must seek Board approval to provide funds in excess of the amount allocated by this policy.

Student Travel Stipend*

Meeting	Amount	Chapters	Total
Bi-monthly meetings		3	\$3,000
Annual National	\$500/chapter	3	\$1,500
Minimum Annual Total			4,500

* The figures included on this table are subject to change as the number of Student Chapters change. The amounts presented are reflective of the situation in November 2009, at which time there are three active Student Chapters.

Funding Guidelines

State Section meetings:

Bi-Monthly meetings (January, March, May, September, November)

- For each Florida Student Chapter the Florida Section will provide reimbursement up to the equivalent cost of one room for one night at the lowest rate offered by the hotel at which the Section meeting lodging arrangements have been made.
- Depending upon the meeting format, hotel accommodations may not be arranged. Student chapter representatives should consult with the Education Committee and the Florida Student Chapter Committee Chairperson prior to making arrangements to confirm if travel expenses may be reimbursed.
- Exceptions may apply and will be determined at the discretion of the Education Committee in consultation with the Florida Student Chapter Committee Chairperson and the Florida Section Treasurer.

July Meeting

- For each Florida Student Chapter the Florida Section will provide reimbursement of up to the equivalent cost of one room for two nights at the lowest rate offered by the hotel at which the Section meeting lodging arrangements have been made.

General Reimbursement Amounts

- To support Florida Student Member participation at the Florida Section meetings, each Florida Student Chapter may, at the sole discretion of the Education Committee, be reimbursed up to \$50.00 for travel related expenses to attend the Florida Section bi-monthly meetings. Florida Student Chapters are encouraged to use the most economical method of transportation including carpooling with other Student Chapters when practical.
- The Florida Section will include as a line item in its annual budget a minimum of \$3,000.00 to cover Florida Student Member travel to attend Florida Section bi-monthly meetings.
- It is not the responsibility of the meeting chairs to provide rooms for the students or to find a sponsor to cover the rooms.
- It is the intent of the Board that the budgeted money be distributed among the Student Chapters in an equitable manner. This does not mean that the budgeted amount must be divided in an equal amount for each chapter. It will be the responsibility of the Education Committee, in conjunction with the Student Chapter representative, to ensure the funds are distributed in an equitable manner.

- The Florida Student Chapters may be reimbursed for the above referenced expenses related to lodging and other travel related expenses including gas and tolls. Florida Student Chapter representatives should contact the Chair of the Education Committee prior to traveling to determine if travel expenses may be reimbursed and what documentation will be necessary to submit for reimbursement.
- Florida Student Chapters should submit receipts for lodging and travel expenses (if allowed) to the Section Treasurer for reimbursement along with documentation from the Education Committee Chair that the Education Committee agreed to reimburse the travel expenses.

National Meeting:

- The Florida Section will provide a minimum of one \$500.00 stipend per Florida Student Chapter to support Florida student(s) presenting papers or posters at the Annual National Meeting. If one of the Florida Student Chapters has no students presenting at the Annual National Meeting the Board has the option to redistribute the funds equitably between the Florida Student Chapters which do have students presenting at the Annual Meeting.
- The Florida Section will include as a line item in its annual budget a minimum of \$1,500 to cover this item.