

Guidelines on the purpose, management, and disbursement of Geoscience Education Fund for Geoscience Education Division management board. This documentation should guide management board decisions on the Fund.

- Purpose of the Fund: The Geoscience Education Fund can cover the (a) GED Service Award, (b) Biggs Award expenses not directly covered by the Donald and Carolyn Biggs Fund (e.g., awardee travel support to meeting, plaque, photographer, luncheon tickets for awardee and guest) (c) student travel awards, (d) scholarships for students to attend GED-sponsored field trips and workshops (we currently advertise \$50 scholarships but are rarely taken up on the offer), and (e) costs of Division memberships for winners of the National Association of Geoscience Teachers – Outstanding Earth Science Teacher (NAGT-OEST) Awards (per year approximately 15-25 State level winners, who receive a complimentary 1-year GED membership; and 5-10 Section level winners who receive a complimentary 3-year GED membership), (f) subsidies (“grants”) to help offset the costs of putting on geoscience education workshops (something we’ve been asked to do this year, but are not yet in the practice of doing). As the fund grows, we would add other focus areas such as: a student recognition award for best paper or presentation, geoscience education student receptions, travel support for invited speakers and/or international presenters.

This Fund would **NOT**** be used for: (a) travel and/or subsistence (lodging and meals) support for officers to attend meetings (e.g., annual Division Chairs meeting, annual GED Board meeting), (b) GED annual meeting business or social expenses (e.g., educators social reception, business meeting catering), (c) newsletter expenses (postage and printing), (d) Teacher Day expenses (supplies, meals), or (e) GED publicity or fundraising efforts (e.g., posters, brochures, booth materials).

- Review Period of Fund: We request a 4 year review rather than the standard 10 year review because the geoscience education discipline and our division is evolving rapidly, thus it is important to review the purpose, and management of the Fund frequently. Given that the GED management board changes officers annually (e.g., 1st vice chair moves up to chair) this earlier review would enable at least 1 current member of the board (2nd vice chair) to have a voice during the Fund review process (as the past-chair who serves on the management board) – this enables institutional memory to be carried forward.
- Rational for initial Fund contribution: \$25,000 from the current GED GSA account is to go into a fully restricted Fund. While the Division has ~\$30,000 in a non interest bearing GSA Operating account now, the management board will be conservative and leave \$5000 in the current account to cover regular operating expenses of the GED. The operating budget account income will be derived from annual member dues (~\$5000/year).

- Future Contributions to the GED Fund: After the initial donation of \$25,000, additional funds that are contributed to GED through division fundraising efforts will be designated for a temporarily restricted Geoscience Education Fund. The primarily fundraising effort by GED in 2008-2009 will be a request for members to “Make a Donation - Double Your Dues” this year to the temporarily restricted Geoscience Education Fund. With 1000+ members (and dues at \$5/person) GED’s goal would be to raise \$5000 over the next year. Fundraising announcements will be made in (a) GED Spring 2008 newsletter, (b) on the GED webpage, (c) during the Geoscience Educators luncheon at GSA. We will also welcome fundraising support from GSA Foundation. These will include an article in the Foundation Update portion of GSA Today and an added line on the GSA Foundation coupon for contributions. GSA Foundation will also add the new Fund to their "News & Events" portion of our website (gsafweb.org), and encourage people to donate on-line.
- Disbursement of Funds: Disbursement must be for activities that match the purpose of the Fund. Disbursement decision will be made by the GED management board. Of the interest earned it will be policy that 15% of the income is returned to build the principle, leaving 85% of what is available each year for disbursement. The top priorities should go to activities that directly support and “give back” to our membership. Thus Priority for Disbursement will be: (1) GED Service Award, (2) student travel award(s), (3) Biggs awardee travel support, (4) NAGT-OEST Awards, (5) scholarships and grants to support workshops and field trips, and (6) other Biggs Award related expenses, and (7) other activities determined by the GED management board.



Kristen St. John

Chair, GED

on behalf of the GED Management Board