

**North Dakota State University Foundation and Alumni Association
Grants and Awards Committee
Meeting Notice and Agenda
Thursday, August 24, 2017**

The NDSU Foundation and Alumni Association Grants and Awards Committee will meet on Thursday, August 24, 2017 at 11:00 a.m. CDT. This meeting will originate from the Klefstad Conference Room at the Harry D. McGovern Alumni Center, 1241 North University Drive, Fargo, ND 58102, with some or all members participating by phone or videoconferencing.

- I. **Call to order** John Wold, Chair
- II. ***Approval of Minutes from 4/20/17 meeting**
- III. **Review applications and select those who will present at Homecoming**
- IV. ***Impact Fund application**
 - a) **Discuss wording used for instructions in "How to Apply", to include:**
 - 1. **Please have the approved cover letter from Sponsored Programs, the Grant Application Transmittal Form, in place before submitting application**
 - b) **Discuss wording used in Application, to include:**
 - 1. **Total number of pages allowed for application**
 - 2. **Use of support letters**
 - 3. **Add one-page vitae as last part of application**
 - c) **Consequences of not following the guidelines**
 - d) **Sponsored programs will not sign off on student organization applications**
- V. **Other business**
- VI. **Adjourn**

*See supporting document

Committee members

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|-----------------------------------|----------------|
| John Wold, Chair | Ron Holecek |
| Sally Berrell | Mary Zweber |
| Barbara Burgum | Barb Jones |
| Julie Burgum | Nancy Jordheim |
| Terry Dahl | Rob Lauf |
| Donn Diederich | Bob Montgomery |
| Kristi Hanson | Jo Ann Skabo |
| Mike Hanson | |
| Staff: Sara Wald and Julie Wanzek | |

Upcoming Meetings

Homecoming Meeting for the Grants and Awards Committee – Thursday, September 28, 2017 at 3:00-5:00 p.m.

Contact Julie Wanzek at Julie.wanzek@ndsualumni.com with questions. A quorum of the NDSU Foundation and Alumni Association Executive Governing Board (EGB) may be present at this committee meeting. Members of the EGB who are not members of this committee may attend and participate in this meeting, but only members of this committee may make, second, or vote on any motion or other action of the committee.